

**CITY OF FAIRMONT
PUBLIC UTILITIES COMMISSION
AGENDA**

Tuesday, March 4, 2025

- 1 Call to Order
 - 7:30 AM City Hall Conference Room (Second Floor)

- 2 Roll Call
 - Chair Werre _____
 - Commissioner Struss _____
 - Commissioner Christ _____
 - Commissioner Sharp _____
 - Commissioner Zoch _____

- 3 Public Discussion/Comments (Individual comments are limited to 3 minutes)

- 4 Approval of Minutes (2 - 3)
 - Regular Meeting, February 18 , 2025

- 5 Approval to Award Contract to HKS (4 - 13)

- 6 SMMPA Overview by Dave Geschwind and Beth Fondell

- 10 Date and Time of Next Meetings:
 - Regular Meeting - Tuesday, March 18, 2025
 - Work Session - Tuesday, April 1, 2025

- 11 Adjournment



Fairmont Public Utilities Commission
March 4, 2025

Agenda Item: 4

From: Julie Zarling, Assistant Finance Director
To: Public Utilities Commission

Subject: PUC Minutes from Regular meeting on February 18, 2025

Policy/Action Requested:

Vote Required: X Simple Majority _____ Roll Call

Recommendation: Approval

Overview:

Budget Impact: N/A

Attachments: PUC Minutes Regular Meeting, February 18, 2025

PUC Action: _____ Date: _____

PUBLIC UTILITIES COMMISSION

REGULAR MEETING

Tuesday, February 18, 2025

7:30 AM

City Hall Conference Room

Meeting held in person

IN ATTENDANCE: Commissioners Werre, Struss, Sharp, and Zoch

ALSO IN ATTENDANCE: Public Works/Utilities Director York, Electric Superintendent Heide, Assistant Finance Director Zarling

ABSENT:

Commissioner Werre called the meeting to order at 7:30 AM.

Commissioner Werre called for Public Discussion and Comments. No individuals were present for public comment at the meeting.

A motion was made by Mr. Christ, seconded by Mr. Sharp, and carried to approve the January 21, 2025 minutes.

Assistant Finance Director Zarling presented the financial and capital expense report and production stats for January 2025. Discussion with no action taken.

Assistant Finance Director Zarling presented the disbursements for January 2025. Discussion was held. A motion was made by Mr. Struss, seconded by Mr. Sharp and carried to approve the January 2025 disbursements.

Assistant Finance Director Zarling presented the solar project for 923 N North Ave. This will be an add on solar project for this customer. The system application has been reviewed and approved by the line department and the building inspector. The Uniform contract has been signed and all fees have been paid. Staff was recommending approval of the solar project. A motion was made by Mr. Sharp, seconded by Mr. Zoch and carried to approve project DER 2025-0001.

Assistant Finance Director Zarling introduced a Scholarship Program thru SMMPA. SMMPA will make available a \$1000 scholarship annually to each member utility. The program is immediately available to start. Each member utility has leeway to design a program that best fits their community, promotes, accepts, and reviews the applications. SMMPA will pay the scholarship directly to the recipient once a tuition invoice is provided. Staff feels this would be a great opportunity to promote our utility and help area students. It was decided to move forward with the planning stages of this Scholarship Program.

Electric Superintendent Heide updated the commission on the electric department. The 10th St. Substation replay project is completed and working great. At this time of year, the crews are concentrating on tree trimming around power lines.

There was no other business; it was moved by Mr. Werre, seconded by Mr. Struss, and approved to adjourn the meeting at 8:25 AM.

Perry Struss, Secretary



Fairmont Public Utilities
Commission March 4, 2025

Agenda Item: 5

From: Miles Heide, Electric Distribution Superintendent
To: Public Utilities Commission

Subject: Approval for Furnishing 15 Kv Switchgear- WIP Substation

Policy/Action Requested:

Vote Required: Simple Majority Roll Call

Recommendation: Approval

Overview:

The Line Department is seeking approval to award the contract to Harold K Scholz (HKS) to provide 15 Kv Switchgear for the West Industrial Park (WIP) Substation. There were (2) responsive bids received:

1. Harold K. Scholz Company (HKS) \$393,000.00
2. WESCO Distribution Inc. \$708,606.45

The Electric Department has worked with HKS in the past and recognize that they do excellent work and are the lowest of the two bids. I share DGR's recommendation to award the contract to HKS for \$393,000.00.

Budget Impact: CIP West Industrial Park Substation 2023-2026.

Attachments:



CITY OF FAIRMONT
100 DOWNTOWN PLAZA
FAIRMONT, MN 56031
507-238-9461 507-238-9044 (fax)

GL ACCOUNT NO.
604 00000 16500
West Industrial Sub

PURCHASE ORDER NO. / WORK ORDER NO.

15421

VENDOR:

Harold K. Scholz Company (HKS)
7800 Serum Ave.
Ralston, NE 681247

SHIP TO:

Line Department

DATE ORDERED:

2/26/25

DATE REQUIRED:

QUANTITY	STOCK #	DESCRIPTION	PRICE	AMOUNT
		Furnishing 15Kv Switchgear for WIP Substation		
				\$393,000.00

PLEASE ENTER OUR ORDER FOR GOODS LISTED ABOVE. NOTIFY US IMMEDIATELY IF YOU ARE UNABLE TO COMPLETE BY DATE REQUIRED

SALES TAX EXEMPT

AUTHORIZED SIGNATURE



February 24, 2025

City of Fairmont
Attn: Miles Heide, Electric Distribution Supervisor
100 Downtown Plaza
Fairmont, MN 56081

RE: **Recommendation of Award of Contract
Furnishing 15 kV Switchgear – WIP Substation**
DGR Project No. 424807

Dear Miles:

We have reviewed the bids received on February 19, 2025 for the above-referenced project. A bid summary form of the bid results is enclosed. We have checked the bids for mathematical accuracy and compliance with the bid specifications. We are hereby prepared to offer the following recommendation.

There were two (2) responsive bids received ranging in price from \$393,000.00 to \$708,606.45. The apparent low bid evaluated was received from Harold K. Scholz Company (HKS), who submitted a total price of \$393,000.00 for switchgears manufactured by HKS and breakers manufactured by Eaton. We are familiar with both of these manufacturers and see of no reason why they would not perform well on this project. We recommend that you award the contract to HKS for a total price of \$393,000.00.

Please review our recommendation and feel free to contact us with any questions you or the Commission may have. Please let us know when an award has been made, and we will proceed with preparing the Contract Documents for signatures.

Best Regards,

DGR Engineering

A handwritten signature in blue ink that reads 'Brendan Metzger'.

Brendan Metzger, P.E.
Enclosure: Bid Summary
BRM:ste

BID SUMMARY

**Furnishing 15 kV Switchgear - WIP Substation
City of Fairmont
Fairmont, Minnesota**



DGR Project No. 424807
 Bid Letting: February 19, 2025 - 1:30 PM
 City of Fairmont
 Page 1 of 1

Bidder and Address	Bid Security	Ack. Adden.	Bid Price	Guaranteed Delivery Date	Swgr Manufacturer	Swgr Breaker Manufacturer	Comments
Harold K. Scholz Company 7800 Serum Avenue Ralston, NE 68127	10% Bid Bond	Yes	\$393,000.00	8/31/2026	HKS	Eaton	
WESCO Distribution, Inc. 2650 7th Avenue N Fargo, ND 58102	10% Bid Bond	No	\$708,606.45	80-85 Weeks ARAD	Omaha Power/ Eaton	Eaton	

BID FORM

TO: City of Fairmont
Fairmont, Minnesota

FROM: Bidder's Name Harold K. Scholz Company

Address 7800 Serum Ave, Ralston NE 681247

Bid Security Bid Bond Attached

Pursuant to and in compliance with the Advertisement For Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

<u>Addendum Number</u>	<u>Addendum Date</u>
<u>1</u>	<u>2/7/25</u>
_____	_____

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Minnesota upon the sale, purchase, or use of the equipment. If any such tax is applicable to the sale, purchase, or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Fairmont, Minnesota. The guaranteed delivery date of the equipment shall be included in this Bid.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This proposal is void unless a materials contract based on this proposal is entered into by the Owner and the Supplier within 30 days after the date hereof.
6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to City of Fairmont, Fairmont, Minnesota, in strict conformance with the specifications and Bidding Documents, to-wit:

<u>BID #1</u>			
<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Price</u>
A	1	15 kV indoor metal-clad switchgear Main Breaker unit, including 2000 A circuit breakers, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$ 97,000.00
B	1	15 kV indoor metal-clad switchgear Feeder Breaker unit, including two (2) 1200 A circuit breakers, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$ 98,000.00
C	1	15 kV indoor metal-clad switchgear Feeder Breaker unit, including one (1) 1200 A circuit breaker, one (1) 2000 A circuit breaker, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$ 112,000.00
D	1	15 kV indoor metal-clad switchgear Tie Breaker unit, including 2000 A circuit breaker, PT's, CT's, controls, relaying, provisions for future feeder breaker, factory testing, and drawings (as req'd)	\$ 76,000.00
E	1	Delivery to and installation at the site of Items A, B, C, & D (as req'd)	\$ 10,000.00
Total Bid:			\$ 393,000.00

(As noted in the specifications, external equipment and interconnect drawings shall be included in the costs)

Switchgear Manufacturer: Harold K. Scholz Co.

Switchgear Breaker Manufacturer: Eaton

Guaranteed Delivery Date: August 31, 2026

HKSCo Notes and Exceptions:

Sales tax NOT included

Amran CT101 and CT102 CTs will be provided instead of ABB SCV-D

We take exception to all Liquidated Damages

Switchgear Interior will be ANSI Gray NOT White

The Quoted Prices may be increased at the time of the billing based on increases in excess of 2% in the Producer Price Index of the US Bureau of Labor Statistics; Switchgear and Switchboard Apparatus Manufacturing (PCU 335313335313) Relative to February 2025, as published by FRED, Federal Reserve Bank of St. Louis.

Payment Terms:

20% after drawing approval

40% after receipt of substantial material at HKSCo

30% at shipment

10% at acceptance (not to exceed 90 days after shipment)

BF-2

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Contract Documents and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications, the provisions of the latter shall prevail.

Dated this 19th day of February, 2025.

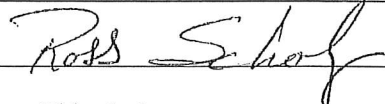
Bidder Harold K. Scholz Co.

Authorized Officer Ross Scholz

Address 7800 Serum Ave

Title President

Ralston, NE 68127

Signature 

Email ross@hkscholz.com

Telephone Number 402-339-7600

BID FORM

TO: City of Fairmont
Fairmont, Minnesota

FROM: Bidder's Name WESCO DISTRIBUTION, INC.
Address 2650 7TH AVE N
FARGO, ND 58102
Bid Security BID BOND

Pursuant to and in compliance with the Advertisement For Bids and the Instructions to Bidders relating thereto, the terms of which are incorporated herein by reference thereto, the undersigned as bidder offers and agrees, if this offer is accepted, to furnish and deliver the equipment and materials in strict conformance with the Specifications forming a part of these contract documents and in accordance with following addenda for the sum indicated on the following bid schedule.

<u>Addendum Number</u>	<u>Addendum Date</u>
_____	_____
_____	_____

1. The prices set forth herein do not include any sums which are or may be payable by the seller on account of taxes imposed by the State of Minnesota upon the sale, purchase, or use of the equipment. If any such tax is applicable to the sale, purchase, or use of the equipment, the amount thereof shall be paid by the purchaser.
2. The prices included herein are firm without regard for time of delivery, increase in cost from manufacturer, or any other factor.
3. The price of the equipment set forth herein shall include the cost of delivery to the job site in Fairmont, Minnesota. The guaranteed delivery date of the equipment shall be included in this Bid.
4. Title to the equipment shall pass to the Owner upon completion of the contract and acceptance by the Owner.
5. This proposal is void unless a materials contract based on this proposal is entered into by the Owner and the Supplier within 30 days after the date hereof.
6. The undersigned being familiar with all the details, conditions, and requirements hereby proposes to furnish the following material to City of Fairmont, Fairmont, Minnesota, in strict conformance with the specifications and Bidding Documents, to-wit:

BID #1			
<u>Item</u>	<u>Qty</u>	<u>Description</u>	<u>Price</u>
A	1	15 kV indoor metal-clad switchgear Main Breaker unit, including 2000 A circuit breakers, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$149,606.45
B	1	15 kV indoor metal-clad switchgear Feeder Breaker unit, including two (2) 1200 A circuit breakers, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$143,962.37
C	1	15 kV indoor metal-clad switchgear Feeder Breaker unit, including one (1) 1200 A circuit breaker, one (1) 2000 A circuit breaker, PT's, CT's, controls, relaying, factory testing, and drawings (as req'd)	\$149,323.66
D	1	15 kV indoor metal-clad switchgear Tie Breaker unit, including 2000 A circuit breaker, PT's, CT's, controls, relaying, provisions for future feeder breaker, factory testing, and drawings (as req'd)	\$133,598.92
E	1	Delivery to and installation at the site of Items A, B, C, & D (as req'd)	\$132,115.05
Total Bid:			\$708,606.45

(As noted in the specifications, external equipment and interconnect drawings shall be included in the costs)

Switchgear Manufacturer: OMAHA POWER CENTER/EATON

Switchgear Breaker Manufacturer: EATON

Guaranteed Delivery Date: SEE EATON QUOTE PROVIDED

The undersigned bidder certifies that this bid is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid is made in conformity with the Contract Documents and agrees that, in the event of any discrepancies or differences between any conditions of this bid and the Specifications, the provisions of the latter shall prevail.

Dated this 14TH day of FEBRUARY 2025.

Bidder WESCO DISTRIBUTION Authorized Officer CHRIS FRIEND

Address 2650 7TH AVE N Title SR. INSIDE SALES

FARGO, ND 58102 Signature [Handwritten Signature]

Email cfriend@wesco.com

Telephone Number 612-709-2663