



## PRINCETON PUBLIC UTILITIES

Electricity — Water

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### PRINCETON PUBLIC UTILITIES COMMISSION

#### SPECIAL MEETING AGENDA

Mille Lacs Historical Society Amdall Room

101 10<sup>th</sup> Avenue South

Princeton, MN 55371

April 7<sup>th</sup>, 2023 at 1:00 PM

*A video of the proceedings will be available the next business day at  
[www.PrincetonUtilities.com/public-utilities-commission](http://www.PrincetonUtilities.com/public-utilities-commission).*

1. **Call to Order / Roll Call**
2. **Approval of Agenda** *(No item of business shall be considered unless it appears on the agenda for the meeting. Commission members may add items prior to adoption of the agenda.)*
3. **Regular Agenda**
  - a. Electric Cap Plan (Phase 1) – Minor Materials Bid Package (Bid #2)
    - i. Memo 23-11 Electric Cap Plan (Phase 1) - Minor Materials Bid#2 Revised Selection
4. **Adjournment**

*Agenda packets, minutes, and videos for this and past Commission meetings are available online  
at [www.PrincetonUtilities.com/public-utilities-commission](http://www.PrincetonUtilities.com/public-utilities-commission).*

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## MEMORANDUM 23-11

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TO: Princeton Public Utilities Commission  
FROM: Keith R. Butcher, General Manager  
SUBJECT: Electric Cap Plan (Phase 1) - Minor Materials Bid#2  
Revised Selection  
DATE: April 7<sup>th</sup>, 2023

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### ITEM SUMMARY

Work continues on the electric distribution improvements portion of Phase 1. PPU and DGR published a bid package and conducted a public opening of all received bids on March 14<sup>th</sup>, 2023. The original recipient awarded Bid #2 is not honoring their bid. DGR has communicated with the other bidders and their recommendation from those conversations is attached.

### ACTION NEEDED

Staff recommends accepting DGR's recommendation.

April 4, 2023 (VIA E-MAIL)

Mr. Keith Butcher  
General Manager  
Princeton Public Utilities – Princeton, MN



**Re: Award Rescission & New Recommendation – Bid No. 2 – Cable Sealing and Identification Materials  
Furnishing Electric Materials (MINOR)  
Electric Distribution Improvements – Phase 1  
Princeton Public Utilities – Princeton, MN  
DGR Project No. 427603**

Dear Keith:

At their meeting on March 22, 2023, based on our recommendation the Commission awarded the contract for "Bid No. 2 – Cable Sealing and Identification Materials" to Border States Electric (BSE) of Albertville, MN for the purchase price amount \$3,055.82. Upon notifying BSE of their contract award, BSE declined to hold their pricing on an individual item. Representatives from DGR Engineering communicated with BSE on this specific item during the bid evaluation process, and a representative from BSE assured us through written confirmation that they would hold their pricing on this specific item, which was required to receive our recommendation of award. In short, BSE has decided to go back on their written confirmation and will no longer hold pricing.

As such, we recommend that the Commission rescind their award to BSE for the subject bid.

The next lowest bidder – WESCO Distribution Inc. (\$3,352.74) – was unable to hold their pricing.

The next lowest bidder – Dakota Supply Group (DSG) of Plymouth, Minnesota – has agreed to hold their pricing for a total bid price of \$3,360.91; an increase in price of \$305.09 over the original award to BSE. DSG's bid included materials that we are familiar with. We are therefore recommending that Dakota Supply Group be awarded the contract for Cable Sealing and Identification Materials for the purchase price amount of **\$3,360.91**.

**The revised total purchase price for all contracts is \$198,565.98.**

Please pass our recommendations on to the Commission and let us know when the contract has been awarded. We will then proceed with processing the Contract Documents. Feel free to contact us with any questions you or the Commission may have.

Best Regards,

DGR Engineering

A handwritten signature in blue ink, appearing to read 'Andy Koob', written over a horizontal line.

Andy Koob, P.E.