



cityofnovi.org

# CITY of NOVI CITY COUNCIL

**Agenda Item C**  
**October 20, 2008**

**SUBJECT:** Approval to award Electrical Services Contract to Trinity Electric Inc., the lowest qualified bidder, based on hourly rates for an estimated annual cost of \$42,000.

**SUBMITTING DEPARTMENT:** Parks, Recreation and Forestry

**CITY MANAGER APPROVAL** *[Signature]*

**BACKGROUND INFORMATION:**

This contract is for electrical services for all municipal facilities, including the alternates for the Novi Public Library, and Meadowbrook Commons. The contract is annual with two (2) renewal options in one (1) year increments based on satisfactory performance. Trinity Electric is to provide various electrical service repairs, new wiring & electrical service connections and emergency repair services to and within all City facilities. Trinity Electric Inc is a new service provider for our municipality and will be reducing the hourly rate currently paid.

During the course of the evaluation period, in reviewing a supplemental questionnaire to the bid package, speaking with references and company representatives, our team feels Trinity Electric Inc understands the project scope. Trinity Electric Inc. will begin service with-in the next thirty days.

**RECOMMENDED ACTION:** Approval to award Electrical Services Contract to Trinity Electric Inc., the lowest qualified bidder, based on hourly rates for an estimated annual cost of \$42,000.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

	AEG	Trinity Elec	Power Plus	Great Lakes	Allied Building	Diversified Contr.	McChesney Electric	Towler Elec	O'Donnell Elec	Rauhorn Elec.	Etna Elec
<b>Regular Hours</b>											
Journeyman	25.00	45.00	57.00	57.00	62.00	62.50	65.00	68.45	70.00	130.00	47.88
Apprentice	20.00	25.00	37.00	45.00	52.00	55.00	55.00	30.24	60.00	50.00	28.33
Other	30.00	blank	blank	blank	blank	87.50	blank	blank	blank	N/A	125.00
<b>Overtime Hours</b>											
Journeyman	28.00	67.50	95.00	80.00	93.00	94.50	97.50	102.68	85.00	160.00	64.00
Apprentice	22.00	37.50	50.00	65.00	78.00	78.50	82.50	90.36	75.00	68.00	45.18
Other	33.00	blank	blank	blank	blank	119.00	blank	blank	blank	N/A	150.00
<b>Sunday Hours</b>											
Journeyman	30.00	90.00	95.00	105.00	93.00	110.00	130.00	136.90	85.00	223.00	68.50
Apprentice	25.00	50.00	50.00	90.00	78.00	92.50	110.00	120.48	75.00	87.00	49.50
Other	35.00	blank	blank	blank	blank	134.50	blank	blank	blank	N/A	175.00
<b>Holidays</b>											
Journeyman	35.00	90.00	105.00	105.00	124.00	125.00	130.00	136.90	105.00	223.00	75.00
Apprentice	30.00	50.00	50.00	90.00	104.00	105.00	110.00	120.48	90.00	87.00	56.00
Other	40.00	blank	blank	blank	blank	149.50	blank	blank	blank	N/A	200.00
<b>EMERGENCY RATES:</b>											
<b>Regular Hours</b>											
Journeyman	25.00	65.00	57.00	57.00	62.00	62.50	65.00	68.45	70.00	130.00	55.00
Apprentice	20.00	35.00	37.00	45.00	52.00	55.00	55.00	30.24	60.00	50.00	42.00
Other	30.00	blank	blank	blank	blank	87.50	blank	blank	130 1st hr	N/A	225.00
<b>Overtime Hours</b>											
Journeyman	28.00	97.50	95.00	80.00	93.00	94.50	97.50	102.68	85.00	160.00	65.00
Apprentice	22.00	52.50	50.00	65.00	78.00	78.50	82.50	90.36	75.00	68.00	52.00
Other	33.00	blank	blank	blank	blank	119.00	blank	blank	130 1st hr	N/A	225.00
<b>Sunday Hours</b>											
Journeyman	30.00	130.00	95.00	105.00	93.00	110.00	130.00	136.90	85.00	223.00	65.00
Apprentice	25.00	70.00	50.00	90.00	78.00	92.50	110.00	120.48	75.00	87.00	52.00
Other	35.00	blank	blank	blank	blank	134.50	blank	blank	130 1st hr	N/A	225.00
<b>Holidays</b>											
Journeyman	35.00	130.00	105.00	105.00	124.00	125.00	130.00	136.90	105.00	223.00	75.00
Apprentice	30.00	70.00	50.00	90.00	104.00	105.00	110.00	120.48	90.00	87.00	62.00
Other	40.00	blank	blank	blank	blank	149.50	blank	blank	130 1st hr	N/A	250.00
Material markup from wholesale rates	10%	15%	10%	10%	10%	10%	15%	15%	10%	15%	15%
Emergency response phone number included?	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Qualifications & Experience included?	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes	no
	"Other" is a foreman					"other" is bucket truck w/operator					does not specify what "other" pricing is for



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**CITY OF NOVI, MICHIGAN  
PURCHASING DEPARTMENT**

45175 W. TEN MILE RD.  
NOVI, MI 48375  
(248) 347-0446

**ELECTRICAL SERVICES  
SIGNATURE FORM**

Bid submitted by:

Name (printed) Christopher Trinity Title: President

Company (Legal Registration) Trinity Electric Co. Inc.

Address 46566 Erb Dr.

City Macomb State MI Zip 48042

Telephone (586) 948-1848 Fax (586) 948-2692

E-mail c.trinity@trinityelectricinc.com / General Email: trinity-electric@sbcglobal.net

Signature [Handwritten Signature] Date 9/9/2008

For information on responding to this RFP, contact Sue Morianti, Purchasing Manager, at [smorianti@cityofnovi.org](mailto:smorianti@cityofnovi.org)

Submittal of Bids: Bids must be delivered prior to the due date and time specified to the City of Novi, Office of the City Clerk, 45175 W. Ten Mile Rd., Novi, Michigan 48375. Bids must be submitted by person or mail. Faxed quotations will not be accepted.

THE BID ENVELOPE MUST BE IDENTIFIED WITH THE FULL BID NAME AND DUE DATE.

THIS PAGE MUST BE INCLUDED WITH YOUR PROPOSAL/BID. FAILURE TO SUBMIT PRICING ON THE PROPOSAL FORM PROVIDED BY THE CITY OF NOVI MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE AND INELIGIBLE FOR AWARD.

**NOTICE TO BIDDERS:**

The City of Novi officially distributes bid documents through the Michigan Intergovernmental Trade Network (MITN). **Copies of bid documents obtained from any other source are not considered official copies.** The City of Novi cannot guarantee the accuracy of any information not obtained from the MITN website and is not responsible for any errors contained by any information received from alternate sources. Only those vendors who obtain bid documents from the MITN system are guaranteed access to receive addendum information, if such information is issued.

If you obtained this document from a source other than the source indicated, it is recommended that you register on the MITN site, [www.govbids.com](http://www.govbids.com), and obtain an official copy.



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## CITY OF NOVI ELECTRICAL SERVICES CONTRACT PROPOSAL FORM

Bidders should familiarize themselves with the sites of work and the local conditions affecting the cost of work. Bidders are required to perform and provide and furnish all of the labor, materials, necessary tools, and equipment including utility and transportation services necessary to perform and complete the work outlined at the unit prices indicated below.

We, the undersigned as bidder, propose to furnish the City of Novi according to the conditions and instructions attached hereto and made a part thereof for the following prices:

<b>Service Work Description:</b>	<b>Journeyman Electrician</b>	<b>Apprentice Electrician</b>	<b>Other (Specify)</b>
Regular Working Hours: 8 AM – 5:00 PM, Mon-Fri	\$ <u>45.00</u>	\$ <u>25.00</u>	\$ _____
Overtime Working Hours: 5 PM – 8 AM, Mon-Fri 5 PM – 12 Midnight Sat	\$ <u>67.50</u>	\$ <u>37.50</u>	\$ _____
Sunday Hours: 12 Midnight Sat – 8 AM Mon	\$ <u>90.00</u>	\$ <u>50.00</u>	\$ _____
Holidays: 5PM prior night – 8 AM following day	\$ <u>90.00</u>	\$ <u>50.00</u>	\$ _____
<b>Emergency Work Rate:</b>			
Regular Working Hours: 8 AM – 5:00 PM, Mon-Fri	\$ <u>65.00</u>	\$ <u>35.00</u>	\$ _____
Overtime Working Hours: 5 PM – 8 AM, Mon-Fri 5 PM – 12 Midnight Sat	\$ <u>97.50</u>	\$ <u>52.50</u>	\$ _____
Sunday Hours: 12 Midnight Sat – 8 AM Mon	\$ <u>130.00</u>	\$ <u>70.00</u>	\$ _____
Holidays: 5PM prior night – 8 AM following day	\$ <u>130.00</u>	\$ <u>70.00</u>	\$ _____

Emergency response phone number(s) (586) 489-4990 / (586) 822-5228

Material mark-up from wholesale rates 15 %

Agent's Signature \_\_\_\_\_

Date 9/9/2008