

cityofnovi.org

CITY of NOVI CITY COUNCIL

Agenda Item D
October 20, 2008

SUBJECT: Approval to award contract for municipal Generator Preventative Maintenance and Repair to Precision Generators, LLC, the low bidder, in the amount of \$10,575 (annually).

SUBMITTING DEPARTMENT: Parks, Recreation and Forestry

CITY MANAGER APPROVAL: *PA 10/20/08*

BACKGROUND INFORMATION:

In an effort to upgrade and streamline the efficiency of this service, all municipal generator locations and equipment are combined into one contract. Precision Generator can also provide backup power to the Novi Ice Arena in the case of a power outage. With this contract the City will have a single vendor who is responsible for all maintenance, emergency repair, and also able to provide an emergency generator if the need arises. The contract period is for one (1) year, with two (2) renewal options in one (1) year increments.

RECOMMENDED ACTION: Approval to award contract for municipal Generator Preventative Maintenance and Repair to Precision Generators, LLC, the low bidder, in the amount of \$10,575 (annually).

	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				

**CITY OF NOVI
GENERATOR PREVENTIVE MAINTENANCE/REPAIR CONTRACT
September 16, 2008**

	Precision Generators	DAC Technologies	W. W. Williams	Preventive Maintenance Technologies	Wolverine Power Systems	Cummins Bridgeway	Gen Power
Per Inspection Total	1,615	2,240	2,125	2,550	3,270	5,134	page missing
Per Oil/Filter Change Total	1,885	3,210	4,525	5,675	5,212	7,701	page missing
Load Test Total	7,075	5,750	5,350	4,692	4,740	8,700	page missing
TOTAL	10,575	11,200	12,000	12,917	13,222	21,535	
Hourly Rate (M-F, 8-5pm)	75	75	100	92	80	195	page missing
Hourly Rate (M-F, after 5)	85	85	130	119	120	247	page missing
Hourly Rate (Sat, Sun, Hol)	95	105	130	119	160	296	page missing
Emergency Call Per hour/per call	blank	see above	130/hour, 3 hr minimum	92 per hour /184 per call	160	blank	page missing
Parts - % markup over contractors cost	20%	20%	20%	10%	30%	20%	page missing
Emergency number included	yes	yes	yes	yes	yes	yes	page missing
Qualifications Questionnaire included	yes	yes	yes	yes	yes	yes, but not filled in completely	yes
						They have resistive load testing.	Page missing from bid. Bid disqualified.
						Exception: there will be charge for quotes	
						Change made on bid without initialling	



**CITY OF NOVI, MICHIGAN
PURCHASING DEPARTMENT**
45175 W. TEN MILE RD.
NOVI, MI 48375
(248) 347-0446

**GENERATOR PREVENTIVE MAINTENANCE/
REPAIR CONTRACT
SIGNATURE PAGE**

Bid submitted by:

Name (printed) ELMER DAKE Title: Service Manager

Company (Legal Registration) Precision Generators, LLC.

Address 11507 East Silver Lake Road

City Byron State MI Zip 48118

Telephone 810-691-6868 Fax 810-266-5760

E-mail cpl.dake-usmc@yahoo.com

Signature [Signature] Date 27 Aug 08

For information on responding to this bid, contact Sue Morianti – Purchasing Manager, at smorianti@cityofnovi.org

Submittal of Bids: Bids must be delivered prior to the due date and time specified above 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.

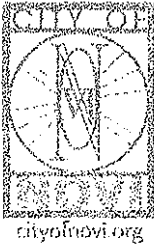
THE BID ENVELOPE MUST BE IDENTIFIED WITH THE FULL BID NAME AND DUE DATE.

THIS PAGE IS PAGE ONE OF THE PROPOSAL FORM. 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, and obtain an official copy.



**CITY OF NOVI
PROPOSAL FORM**

We the undersigned as bidder, propose to furnish to the City of Novi, according to the conditions and instructions attached hereto and made a part thereof according to the attached terms and conditions.

GENERATOR PREVENTIVE MAINTENANCE/ REPAIR CONTRACT

A. MAINTENANCE

Location	Cost per Inspection	Cost for Oil & Filter Change	Cost for Load Test (at time indicated in specs)
Civic Center	95	185	475
Police Dept.	95	145	475
DPW Facility	75	125	475
Fire Station #1	95	85	350
Fire Station #2	95	85	350
Fire Station #3	95	85	350
Fire Station #4	95	85	350
Lift Station #1	95	85	350
Lift Station #6	95	85	350
Lift Station #7	95	85	350
Lift Station #8	95	85	350
Lift Station #10	95	125	475
Lift Station #12	95	125	475
Lift Station #13	95	125	475

Lift Station #19	95	125	475
West Park Booster Station	95	125	475
Island Lake Booster Station	95	125	475
TOTAL	# 1,615.⁰⁰	# 1,885.⁰⁰	# 7,075.⁰⁰

B. REPAIR

Hourly Rate (Normal Hours M-F 8:00 am-5:00 pm) \$ 75.⁰⁰
Hourly Rate (Premium Time M-F after 5:00 pm) \$ 85.⁰⁰
Hourly Rate (Saturday, Sunday & Holidays) \$ 95.⁰⁰
Emergency Call (24 hour) per hour/per call \$ _____
Percent of mark-up over contractors cost on parts (contractor to supply copy of original invoice) 20 %

Emergency/after-hours phone number: 810-691-6868

Terms & Conditions:

The City of Novi retains the right to obtain competitive pricing for component parts with a cost in excess of \$1,000.

**We acknowledge receipt of the following Addendums:
(please indicate numbers below)**

Comments: _____



CITY OF NOVI
GENERATOR QUESTIONNAIRE

PLEASE FILL IN EVERY SPACE

For purposes of emergency preparedness, the following information is crucial in assessing your company's ability to support and respond to an emergency.

Total number of company employees 4

Total number of mobile service technicians 4

List company branch locations Byron, Michigan

What is your typical response time, from time of call to arrival on site? 1 Hour

Do you have 24-hour emergency service? Yes No

Can you meet our emergency response time requirement? If not, what is the time frame for your response? Yes No _____

What are the total number of contracts with emergency response requirements that you currently hold in the state of Michigan? 26

Do you own a rental fleet of generators? yes / LEASE / RENT

Do you have rental cables? yes
From 2 kw to 3000 kw

Are you able to install an emergency rental generator? yes

Are you capable of servicing and repairing automatic transfer switches? yes

List and describe brand Kohler / Onan / Zenith / Generac / etc

Do you stock spare parts for emergency service? yes

What is your estimated delivery time for non-stocked items? 1-2 days