




CITY of NOVI CITY COUNCIL

Agenda Item C
April 8, 2013

SUBJECT: Approval to award a Generator Preventive Maintenance and Repair Service contract to American Generators Sales & Service, LLC, the lowest responding firm, for an estimated annual amount of \$31,970 (\$15,070 for preventive maintenance and \$16,900 for repairs). The term of the contract is one year with two one-year renewal options.

SUBMITTING DEPARTMENT: Department of Public Services ^{RA} _{BA}

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$31,970
AMOUNT BUDGETED	\$31,970
APPROPRIATION REQUIRED	\$0
LINE ITEM NUMBER	101-265.00-934.000 (Facility Operations) 101-301.00-814.000 (Police) 101-337.00-934.000 (Fire) 101-442.30-933.000 (DPS) 590-000.00-933.000 (Ice Arena) 592-592.00-937.000 (Sewer) 592-592.00-938.000 (Water)

BACKGROUND INFORMATION:

Although a one-year renewal option remains on the existing Generator Preventive Maintenance and Repair Service contract, a new Request for Proposals (RFP) was advertised in an effort to secure lower pricing from qualified firms. As discussed below, the incumbent firm submitted the lowest pricing, which is in fact lower than the prices in the previous contract.

This contract is for maintenance of and emergency services for all City backup power generators. The contract term is one year, with two renewal options in one-year increments, based on satisfactory performance.

The City has a total of 22 backup generators that provide emergency electrical power to facilities during power outages:

- Twelve at City sanitary sewage lift stations;
- One at the Civic Center;
- One at the Field Services Complex;
- One at Police Headquarters;
- Four at Fire Department stations;
- Two at water booster stations; and,
- One at the Novi Ice Arena.

Preventive maintenance services performed on the City's generators lessen the likelihood of equipment failure and help control costs by prolonging each generator's useful life. The services to be provided for each generator include:

- Two annual preventive maintenance inspections;
- One complete oil change and fluid top-off;
- One annual 2-hour load bank test for generators at fire stations, sanitary sewage lift stations and water booster stations;
- One annual 4-hour load bank test for generators at the Civic Center and Police Headquarters; and,
- Coolant flushes, as needed and with the City's advance approval.

Repairs would also be performed at an hourly rate as needed and with the City's advance approval.

Eight proposals were received in response to the attached publicly solicited RFP. Pricing from each responding firm is presented in detail on the attached Pricing Summary sheet and summarized below:

Firm	Total Base Price
American Generators	\$ 15,070
Preventive Maintenance Technologies	\$ 17,557
Michigan CAT	\$ 17,605
Power Equipment Services	\$ 17,655
Wolverine Power	\$ 18,200
W.W. Williams	\$ 18,925
Cummins Bridgeway	\$ 22,984
Gen Power	\$ 23,850

One key element of this contract's pricing is the hourly rates for completing generator repairs. Although American Generators' hourly rates are the second lowest overall, a comparison with the firm with the lowest hourly rates (W.W. Williams for workday repairs, Cummins Bridgeway for after-hours repairs) results in a cost differential of only \$5/hour.

American Generators' proposal is recommended as being in the best interest of the City as it is responsive (i.e., American Generator has complied with all requirements of the RFP) and it submitted the lowest base price. In addition, American Generators meets all qualifications listed in the RFP.

American Generators has been the City's generator maintenance and repair vendor for two years and its prior work experience with the City has been satisfactory.

RECOMMENDED ACTION: Approval to award a Generator Preventive Maintenance and Repair Service contract to American Generators Sales & Service, LLC, the lowest responding firm, for an estimated annual amount of \$31,970 (\$15,070 for preventive maintenance and \$16,900 for repairs). The term of the contract is one year with two one-year renewal options.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

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

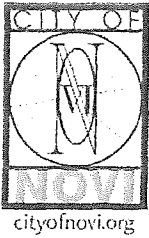


Field Services Complex Emergency Generator

**CITY OF NOVI
GENERATOR PREVENTIVE MAINTENANCE/REPAIR CONTRACT PRICING SUMMARY**

3/12/13

	American Generators	Preventive Maint. Tech	Michigan CAT	Power Equip. Services	Wolverine Power	W.W. Williams	Cummins Bridgeway	GenPower Products
Inspection Only Total (Secondary PM)	\$ 3,150	\$ 2,919	\$ 3,990	\$ 2,325	\$ 3,150	\$ 4,725	\$ 3,958	\$ 3,150
Inspection + Oil Change (Primary PM)	\$ 6,170	\$ 6,799	\$ 7,200	\$ 7,330	\$ 7,140	\$ 7,975	\$ 8,831	\$ 11,350
2 Hr Load Test (M-F)	\$ 4,750	\$ 6,441	\$ 5,325	\$ 6,800	\$ 5,700	\$ 5,225	\$ 8,482	\$ 6,650
Load Test Sat for CC & PD	\$ 1,000	\$ 1,398	\$ 1,090	\$ 1,200	\$ 2,210	\$ 1,000	\$ 1,713	\$ 2,700
TOTAL BASE PRICE	\$ 15,070	\$ 17,557	\$ 17,605	\$ 17,655	\$ 18,200	\$ 18,925	\$ 22,984	\$ 23,850
4 Hr Load Test (M-F)	\$ 840	\$ 1,098	\$ 1,090	\$ 1,200	\$ 2,210	\$ 800	\$ 1,429	\$ 1,300
Coolant Flush	\$ 10,005	\$ 6,779	\$ 9,705	\$ 5,440	\$ 8,930	\$ 8,295	\$ 5,662	\$ 11,095
ALTERNATE 1-Ice Arena								
Inspection Only Total (Secondary PM)	\$ 125	\$ 139	\$ 185	\$ 100	\$ 150	\$ 225	\$ 162	\$ 150
Inspection/Oil Change (Primary Total)	\$ 160	\$ 199	\$ 300	\$ 215	\$ 250	\$ 325	\$ 256	\$ 495
2 Hr Load Test (M-F)	\$ 250	\$ 339	\$ 275	\$ 300	\$ 300	\$ 275	\$ 399	\$ 350
Coolant Flush	\$ 410	\$ 199	\$ 400	\$ 215	\$ 370	\$ 395	\$ 208	\$ 525
Hourly Rates: Service/Repair								
Hourly Rate (M-F, 8-5pm)	\$ 90	\$ 96	\$ 121	\$ 85	\$ 139	\$ 85	\$ 90	\$ 95
Hourly Rate (M-F, after 5)	\$ 120	\$ 120	\$ 121	\$ 125	\$ 210	\$ 128	\$ 115	\$ 143
Hourly Rate (Sat, Sun)	\$ 120	\$ 120	\$ 121	\$ 125	\$ 210	\$ 128	\$ 115	\$142.50/\$190
Hourly Rate (Holiday)	\$ 120	\$ 120	\$ 155	\$ 125	\$ 210	\$ 128	\$ 115	\$ 190
Hourly Rates: Emergency								
Hourly Rate (M-F, 8-5pm)	\$ 90	\$ 96	\$ 121	\$ 85	\$ 210	\$ 85	\$ 90	\$ 95
Hourly Rate (M-F, after 5)	\$ 120	\$ 120	\$ 121	\$ 125	\$ 280	\$ 128	\$ 115	\$ 143
Hourly Rate (Sat, Sun)	\$ 120	\$ 120	\$ 121	\$ 125	\$ 280	\$ 128	\$ 115	\$142.50/\$190
Hourly Rate (Holiday)	\$ 120	\$ 120	\$ 155	\$ 125	\$ 280	\$ 128	\$ 115	\$ 190
Materials cost - % markup over contractors cost	20%	20%	15%	20%	20%	20%	20%	20%
Comments	N/A	N/A	N/A	N/A	Hourly rates are inclusive of technicians' travel time.	N/A	N/A	N/A



CITY OF NOVI
GENERATOR PREVENTIVE MAINTENANCE/REPAIR CONTRACT

CONTRACTOR QUALIFICATIONS QUESTIONNAIRE

COPY

Failure to answer all questions could result in rejection of your bid.

Name of Firm American Generators Sales + Service LLC
Address: 6158 Delfield Dr. Ste C
City, State Zip Waterford, MI 48329
Telephone 248.623.4919 Fax 248.623.4918
Mobile 248.795.3403
Agent's Name (please print) Leah Cavalier
Agent's Title Project Manager
Email Address: lcavalier@american-generator.com
Website www.american-generator.com

- 1. Organizational structure: Corporation, Partnership, etc. LLC
- 2. Firm established: Sept '09
- 3. How many full time employees? 4 Part time? _____
- 4. Do you have 24-hour emergency service? Yes
- 5. 24-hour/7-day Emergency Telephone Number 248.623.4919 or 248.240.6036
- 6. Provide your procedure for handling night and weekend calls.
Second number is direct cell phone of senior tech (Doug Pletcher).

7. What is your typical response time, from time of call to arrival on site? 45 min.

8. Can you meet our emergency response requirement? yes
If not, what is the time frame for your response? _____

9. Address of your local facility Same as above

10. Distance of local facility from the Novi Civic Center 20 miles

11. Are you able to provide insurance coverage as required by this bid? Yes

12. List the scope of services (type of work) you are able to perform.

All generator and electrical equipment and premise wiring service, repair replacement or rebuild, in-house engine repair/rebuild, load bank

20 miles
Response time 45 min.
Rental units

Services. System and generator load analysis including power factor and harmonic distortion, thermal imaging. State of MI licensed electrical contractor. Diesel fuel conditioning. Installing, repairing + maintaining SCADA Systems. PLC programming, CAD designs, etc.

13. List any professional licenses/certifications you/your employees have obtained that would be applicable to this contract.
- State of Michigan Master Electricians License
 - State of Michigan Electrical Contractors License
 - Generac Large MP's + Large Genset Certified

14. Provide a list of mobile service technicians, and all other professional staff to be assigned to this contract. Include name, title, license number, and years of experience, full/part time, on-call availability, qualifications, and experience. Must be staff working out of local facility.

Douglas Pletcher - full time + on call, State of MI license # 6108798, Master Electrician license # 6210880, 24 years exp.

Scott Tuggle - full time + on call State of MI license # 6423798 8yrs - Power Generation Technician E-5 182nd FA Detroit Army 14 yrs total experience

15. List equipment, tools and all other resources available to your firm to perform this contract:

Engine diagnostic tools, electrical installation + diagnostic tools including Mega Ohm meter, diagnostic scope meter, ground testing equipment, thermal imaging equipment, engine diagnostic code reader, engine rebuilding tools, Gen set Controller software. Equipment rigging and mobile cranes, sound and vibration testing meters.

16. Do you own a rental fleet of generators? Yes If yes, how many? 3

17. Do you have rental cables? Yes

18. Are you able to install an emergency rental generator? Yes

19. Are you capable of servicing & repairing automatic transfer switches? Yes If so, please list & describe brands Asco, Zenith, Generac, Cummins, Kohler, Caterpillar, GE

20. Do you stock spare parts for emergency services? Yes

21. What is your estimated delivery time for non-stocked items? 1 day on available part

22. Provide a list of all open contracts your company currently holds. Include contact name, organization, type, size, required date of completion, percentage of completion, and value of contract.

16 generators

Livingston County Drain Commission - Annual PM - Bob Demyanovich 517-546-0040
 Macomb Township - Semi Annual PM 8 generators - Jason Gelle 586-992-0710 x246
 McNaughton-McKay (Madison Heights) - Maintenance Contract - Phil Barclay 248-414-2218
 Grand Blanc Rehab + Nursing - Semi Annual PM - Jason Como 810-694-1970
 Medilodge (Howell, Milford, Plymouth, Richmond, Sterling Heights) Semi-Annual PM Dale Zimmerman

23. **References:** Provide at least three (3) current client references (with contact names and phone numbers) that are comparable in scope to this bid. Several references from municipalities would be desirable.

Company Wiegand Crushing Company
 Address 37580 Mound Sterling Heights, MI 48310
 Phone 586-615-7235 Contact name Kevin Wiegand

Company Hi Point Aggregate
 Address 2431 Fyke Dr. Milford MI 48381
 Phone 248-684-4600 Contact name Andy Rose

Company Livingston County Drain Commission
 Address 2300 E. Grand River Ave Howell, MI 48843
 Phone 517-546-0040 Contact name Bob Demyanovich

24. Provide any additional information you would like to include which may not be included within this Questionnaire. You may attach additional sheets.

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative: Leah Cavalier
 Representative's Name (please print) Leah Cavalier
 Date 3-11-2013

**CITY OF NOVI
GENERATOR PREVENTIVE MAINTENANCE REPAIR CONTRACT
PROPOSAL FORM**

Company Name
American Generators Sales & Svc

We the undersigned as bidder, propose to furnish Generator Preventive Maintenance & Repair Services to the City of Novi according to the RFP specifications for the following prices:

BASE BID	Price for Inspection only (Secondary PM)	Price for Inspection with Oil Change (Primary PM)	Price for Load test 4 hour (Monday-Friday)	Price for Load test 2 hour (Monday-Friday)	Price to Load Test (Saturday)	Price for Coolant Flush (upon request)
Civic Center	150 ⁰⁰	520 ⁰⁰	420 ⁰⁰	N/A	500 ⁰⁰	600 ⁰⁰
Police Dept.	150 ⁰⁰	330 ⁰⁰	420 ⁰⁰	N/A	500 ⁰⁰	540 ⁰⁰
DPS	150 ⁰⁰	310 ⁰⁰	N/A	250 ⁰⁰	N/A	510 ⁰⁰
Fire Station #1	150 ⁰⁰	275 ⁰⁰	N/A	250 ⁰⁰	N/A	420 ⁰⁰
Fire Station #2	150 ⁰⁰	250 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Fire Station #3	150 ⁰⁰	250 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Fire Station #4	150 ⁰⁰	250 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #1	150 ⁰⁰	275 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #2	150 ⁰⁰	200 ⁰⁰ LC	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #3	150 ⁰⁰	200 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #4	150 ⁰⁰	200 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #5	150 ⁰⁰	200 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #6	150 ⁰⁰	250 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰
Lift Station #7	150 ⁰⁰	275 ⁰⁰	N/A	250 ⁰⁰	N/A	410 ⁰⁰ LC
Lift Station #8	150 ⁰⁰	175 ⁰⁰	N/A	250 ⁰⁰	N/A	430 ⁰⁰ LC
Lift Station #10	150 ⁰⁰	315 ⁰⁰	N/A	250 ⁰⁰	N/A	520 ⁰⁰
Lift Station #12	150 ⁰⁰	315 ⁰⁰	N/A	250 ⁰⁰	N/A	520 ⁰⁰
Lift Station #13	150 ⁰⁰	315 ⁰⁰	N/A	250 ⁰⁰	N/A	520 ⁰⁰
Lift Station #19	150 ⁰⁰	315 ⁰⁰	N/A	250 ⁰⁰	N/A	465 ⁰⁰
West Park Booster	150 ⁰⁰	475 ⁰⁰	N/A	250 ⁰⁰	N/A	600 ⁰⁰
Island Lake Booster #1	150 ⁰⁰	475 ⁰⁰	N/A	250 ⁰⁰	N/A	600 ⁰⁰
TOTAL	3150.00	6170.00	840.00	4750.00	0.00	10005.00

\$3150 - \$6170 - \$4750 - \$1,000 - \$15070 -

ALTERNATE #1	Price per Inspection only (Secondary PM)	Price for Inspection with Oil Change (Primary PM)	Price to Load test 4 hour (Monday-Friday)	Price to Load test 2 hour (Monday-Friday)	Price to Load Test (Saturday)	Price for Coolant Flush (upon request)
Ice Arena	125 ⁰⁰	160 ⁰⁰	N/A	250 ⁰⁰	N/A	410 ⁰⁰

CITY OF NOVI
 GENERATOR PREVENTIVE MAINTENANCE REPAIR CONTRACT
 PROPOSAL FORM

Company Name
American Generators Sales + Service

HOURLY RATES	M-F 8am-5pm	M-F after 5pm	Sat/Sun	Holiday
Service/Repair	\$90.00	\$120.00	\$120.00	\$150.00
Emergency	\$90.00	\$120.00	\$120.00	\$150.00

MATERIALS - Percent Over Contractor's Cost	20%
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WE ACKNOWLEDGE RECEIPT OF THE FOLLOWING ADDENDA:

N/A

EXCEPTIONS/OTHER CHARGES/COMMENTS:

COMPANY NAME:

American Generators Sales + Service LLC

ADDRESS:

6158 Delfield Dr. Ste C

CITY, STATE, ZIP CODE:

Waterford, MI 48329

AGENTS NAME: (Please print)

Leah Cavalier

AGENTS TITLE: (Please print)

Project Manager

AGENTS SIGNATURE:

Leah M. Cavalier

TELEPHONE:

248.623.4919

FAX:

248.623.4918

DATE:

3/7/13