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CITY of NOVI CITY COUNCIL

Agenda Item G.
April 9, 2012

SUBJECT: Approval to renew the City Generator Preventive Maintenance and Repair Services contract for a one-year term with American Generator Sales and Service, LLC for an estimated annual amount of \$26,085 for preventive maintenance and \$10,000 for repairs.

SUBMITTING DEPARTMENT: Department of Public Services, Fleet Division *Be*

CITY MANAGER APPROVAL: *[Signature]*

EXPENDITURE REQUIRED	\$36,085
AMOUNT BUDGETED	\$36,085
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:

The contract with American Generator Sales and Service, LLC for maintenance and repair of the City's 20 backup power generators was approved by City Council on April 4, 2011. The contract terms include two renewal options in one-year increments. Renewal of the contract is based on satisfactory performance and an extension of the same pricing, terms and conditions. This would be the first of two possible contract extensions.

American Generator has provided exemplary services and staff recommends awarding a renewal option through April 8, 2013.

RECOMMENDED ACTION: Approval to renew the City Generator Preventive Maintenance and Repair Services contract for one year with American Generator Sales and Service, LLC for an estimated annual amount of \$26,085 for preventive maintenance and \$10,000 for repairs.

	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				

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

Company Name
American Generators Sales Service, LLC

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

BASE BID	Price per Inspection only (Secondary PM)	Price per 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)	Alternate #2 Infrared Scanning (upon request)
Civic Center	150.00	550.00	420.00		500.00	600.00	
Police Dept.	150.00	360.00	420.00		500.00	540.00	
DPS	150.00	335.00		280.00		510.00	
Fire Station #1	150.00	285.00		280.00		420.00	
Fire Station #2	150.00	280.00		280.00		430.00	
Fire Station #3	150.00	280.00		280.00		430.00	
Fire Station #4	150.00	300.00		280.00		430.00	
Lift Station #1	150.00	300.00		280.00		430.00	80.00
Lift Station # 6	150.00	280.00		280.00		430.00	80.00
Lift Station #7	150.00	300.00		280.00		410.00	80.00
Lift Station #8	150.00	250.00		280.00		430.00	80.00
Lift Station #10	150.00	335.00		280.00		520.00	80.00
Lift Station #12	150.00	335.00		280.00		600.00	80.00
Lift Station #13	150.00	335.00		280.00		520.00	80.00
Lift Station #19	150.00	335.00		280.00		465.00	80.00
West Park Booster Station	150.00	500.00		280.00		620.00	80.00
Island Lake Booster Station	150.00	500.00		280.00		620.00	80.00
TOTAL	2,550.00	5,860.00	840.00	4,200.00	1,000.00	8,405.00	800.00

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

Company Name
 American Generators Sales Service, LLC

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)	Alternate #2 Infrared Scanning (upon request)
Ice Arena	140.00	180.00		280.00		410.00	

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	20.00%
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WE ACKNOWLEDGE RECEIPT OF THE FOLLOWING ADDENDA: N/A

EXCEPTIONS/OTHER CHARGES/COMMENTS:

*Coolant flush is not just a coolant replacement; we also run through a Coolant System cleaner to clean the engine & radiator.

COMPANY NAME: American Generators Sales & Service, LLC
ADDRESS: 5476 Dixie Highway, Unit E

CITY OF NOVI
GENERATOR PREVENTIVE MAINTENANCE REPAIR CONTRACT
BID FORM

Company Name
American Generators Sales Service, LLC

CITY, STATE, ZIP CODE:

Waterford, MI 48329

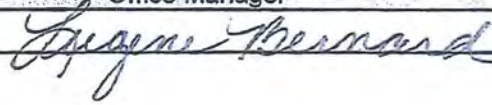
AGENTS NAME: (Please print)

Lugene Bernard

AGENTS TITLE: (Please print)

Office Manager

AGENTS SIGNATURE:



TELEPHONE:

(248) 623-4919

FAX:

(248) 623-4918

DATE:

3/8/2011

Arold, Becky

From: Nikki Farr <nfarr@american-generator.com>
Sent: Wednesday, January 04, 2012 11:22 AM
To: Arold, Becky; 'Doug Pletcher'
Cc: 'Lugene Bernard'
Subject: RE: Generator Maintenance

Becky,

Happy New Year.

AGSS will honor the 2011 pricing for 2012. We will update our records to reflect the contract extension.

I will send a schedule to you to start the maintenance (Primary maintenance weather permitting) it will be a tentative schedule.

We are appreciative to the City for this opportunity to continue servicing your power generation needs.

Thank you

From: Arold, Becky [<mailto:barold@cityofnovi.org>]
Sent: Wednesday, January 04, 2012 10:51 AM
To: Doug Pletcher
Cc: Lugene Bernard; nfarr@american-generator.com
Subject: Generator Maintenance

Doug,

The Generator Maintenance Contract between the City of Novi and American Generator will expire on April 4, 2012. However, both parties, upon mutual agreement may decide to extend the contract for another year at the same pricing.

I would like to offer that we extend the contract for another year, expiring April 4, 2013, at the same pricing American Generator provides in the current contract. If this is agreeable to you please email back your response at your earliest convenience and I will prepare the proper paperwork moving forward.

At this time I would also like to set appointments for Primary Maintenance for all City-owned generators in June. Please ensure that all waste fluids obtained from these generators is brought to the DPS facility and dumped in the 1,000 gallon waste oil tank at the back of our facility.

Looking forward to working with you into the future!

Please note that our address will change on January 1 to 26300 Lee BeGole Drive (same building, new street name)



Becky C. Arold | Fleet Asset Manager/Analyst-Planner
City of Novi - Department of Public Services | 26300 Delwal Drive | Novi, MI 48375 USA
t: 248.735.5625 c: 248.697.7677 f: 248.735.5659

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