



# CITY COUNCIL ACTION REPORT

August 20, 2007

**TO:** Phillip L. Nelson, City Manager

**FROM:** John M. Lamerato, Assistant City Manager/Finance and Administration  
Susan A. Leirstein, Purchasing Director *sw*

**SUBJECT:** Response to Martin Howrylak's Inquiry – Item E4c  
Standard Purchasing Resolution 2: Bid Award – Lowest Bidder Meeting  
Specifications – Troy Daze Electrical Services

Councilmember Howrylak has requested the following information be included to supplement the agenda item, E4c to establish a contract with Winiarski Electric to provide Troy Daze Electrical Services.

- 1) Please compare this bid award to that which was paid last year.  
Winiarski Electric was paid \$7400 last year verses \$9750 this year
- 2) Please compare this bid award to that which has been budgeted.  
\$15,000 has been budgeted in this year's contractual service account; \$9750 for electrical services and \$5200 for lighting and sound
- 3) Please provide the actual bid documents to City Council.  
Documents attached
- 4) Please provide summary of the vendors that pulled the bid documents from MITN.  
Documents attached
- 5) How long was this bid open (time from first posting to date that bids were due)?  
7/18/2007 – 8/2/2007



500 West Big Beaver  
Troy, Michigan 48084  
[www.troymi.gov](http://www.troymi.gov)

**TO:** ALL BIDDERS

**From:** City of Troy Purchasing Department

**Date:** July 18, 2007

**Re:** Bid Document Availability

**ITB-COT 07-29 Magic of Fall/Troy Daze Festival Electrical Contract**

**Bid Due Date:** On or Before 10 a.m. on Thursday, August 2, 2007

**CC:** Jeff Biegler, Superintendent of Parks

Area code (248)

Assessing  
524-3311

Bldg. Inspections  
524-3344

Bldg. Maintenance  
524-3368

City Clerk  
524-3316

City Manager  
524-3330

Community Affairs  
524-1147

Engineering  
524-3383

Finance  
524-3411

Fire-Administration  
524-3419

Human Resources  
524-3339

Information Services  
619-7279

Law  
524-3320

Library  
524-3545

Parks & Recreation  
524-3484

Planning  
524-3364

Police-Administration  
524-3443

Public Works  
524-3370

Purchasing  
524-3338

Real Estate & Development  
524-3498

Treasurer  
524-3334

General Information  
524-3300

**IMPORTANT:**

A bid document for Ammunition is available on the **MITN** e-Procurement site hosted by BidNet. If you are interested in bidding on this contract, please go to [www.mitn.info](http://www.mitn.info) to register as a vendor. You will be able to select an automatic notification option if your company chooses to do so. ***If the automatic notification option is selected, please make sure to Commodity Code your company for #910-82, Wiring and Electrical Maintenance and Repair.*** After registration has occurred, you can download the above referenced bid documents.

We believe that this process will provide increased business opportunities, less paperwork, and a simplified bidding process. Therefore, bid documents will no longer be mailed for goods or services released through the City of Troy Purchasing office. If you have any questions, please contact the Purchasing Department at (248) 524-3576.

G://Bid Notice – Bid Letting – MITN Site.doc



## INSTRUCTION TO BIDDERS

July 18, 2007

ITB-COT 07-29

Sealed proposals to **FURNISH THREE YEAR REQUIREMENTS OF ALL LABOR AND MATERIALS FOR THE MAGIC OF FALL/ TROY DAZE FESTIVAL ELECTRICAL CONTRACT** to be received by the City of Troy at the office of the City Clerk, 500 W. Big Beaver Road, Troy, MI 48084 until **THURSDAY, AUGUST 2, 2007 at 10:00 AM**, after which time they will be publicly opened and read in the Troy City Offices. The City does not accept bid responses via fax transmission.

**MARK ENVELOPES: ITB-COT 07-29 ELECTRICAL – TROY DAZE IN THE LOWER LEFT-HAND CORNER.**

The proposals will be for Electrical Work and Materials. Specifications are listed in the bid proposal form on file in the office of the City Clerk.

All bids shall specify terms and show delivery dates. The City reserves the right to reject any or all bids, to waive any informality in the proposal received, and to accept any proposal or part thereof, which it shall deem to be most favorable to the interests of the City.

1. Any and all bids submitted must be on the City of Troy bid proposal forms. If more than one bid is submitted, a separate bid proposal form must be used for each. Forms are enclosed, or obtainable at the Purchasing Department, Troy or on the MITN (Michigan Intergovernmental Trade Network) website at [www.mitn.info](http://www.mitn.info).
2. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful bidder with tax exemption certificates when requested.
3. All items, which are to be delivered, shall be F.O.B. delivered freight paid to Boulan Park west of Crooks Road between Big Beaver and Wattles Road.
4. If further information regarding this bid is required, please contact the Purchasing Department at (248) 524-3576.
5. VENDOR CHANGES OR ALTERATIONS TO BID DOCUMENTS INCLUDING SPECIFICATIONS MAY RESULT IN A BID BEING CONSIDERED NON-RESPONSIVE. The only authorized vendor changes to a bid document will be in the areas provided for a bidder's response, including the "Exceptions" section of the bid proposal. If a change or alteration to the documents is undetected and the bidder is awarded a contract, the original terms, conditions, and specifications in the Authorized Version of the bid document will be applicable during the term of the contract. The City of Troy shall accept **NO CHANGES** to the bid document made by the Vendor unless those changes are set out in the "Exceptions" provision of the Authorized Version of the bid document. It is the Vendor's responsibility to acquire knowledge of any changes, modifications or additions to the Authorized Version of the bid document.

5. Continued

Any Vendor who submits a bid and later claims it had no knowledge of any changes, modifications or additions made by the City of Troy to the Authorized Version of the bid document, shall be bound by the bid, including any changes, modifications or additions to the Authorized Version. If a bid is awarded to a Vendor who claims that it had no knowledge of any changes, modifications or additions made by the City of Troy to the Authorized Version of the bid, and that Vendor fails to accept the bid award, the City of Troy may pursue costs and expenses to re-bid the item from that Vendor. The Authorized Version of the bid document shall be that bid document appearing on the MITN System with any amendments and updates. The City of Troy officially distributes bid documents from the Purchasing Department or through the Michigan Intergovernmental Trade Network (MITN) Website. Copies of bid documents obtained from any other source are not considered official copies. Only those vendors who obtain bid documents from either the Purchasing Department or 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 sources indicated, it is recommended that you register on the MITN site, [www.mitn.info](http://www.mitn.info), and obtain an official copy.

6. A successful bidder furnishing labor on City/public premises does agree to have his workers covered by Worker's Compensation, and furnish a certificate of insurance showing coverage for bodily injury and property damage and worker's compensation to Mr. Stephen Cooperrider, Risk Manager within 5 days of a verbal request. The "Company Representative" does warrant that by signing the bid document, the "additional insured endorsement" will be included in the Insurance Coverage supplied to the City as part of the specified requirements.
7. To the fullest extent permitted by law, the successful bidder agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Troy, by reason of personal injury, including bodily injury or death and/ or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.
8. To the extent permitted by law, the City of Troy and the successful bidder waive all rights against each other and any of their subcontractors, sub-subcontractors, agents and employees, and the architect, architect's consultants, separate contractors, if any, and any of their subcontracts, subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other perils to the extent covered by property insurance obtained pursuant to this agreement or other property insurance applicable to the work. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged for this contract.

#### SPECIAL INSTRUCTIONS

- All bidders are held to bid prices for 60 days or bid award, whichever comes first, except the successful bidder whose prices shall remain firm for the entire contract period.
- Final bid results will be posted on the MITN website after award. Please register to see results – [www.mitn.info](http://www.mitn.info).



**BID PROPOSAL  
CITY OF TROY**

ITB-COT 07-29  
PAGE 1 OF 4

The undersigned proposes to **FURNISH THREE YEAR REQUIREMENTS OF ALL LABOR AND MATERIALS FOR THE MAGIC OF FALL/TROY DAZE FESTIVAL ELECTRICAL CONTRACT** in accordance with the attached specifications to be considered an integral part of this proposal at the following prices:

COMPANY NAME: \_\_\_\_\_

**PROPOSAL:** Electrical work to include Labor and Materials for the Magic of Fall/ Troy Daze Festival

Furnish all labor and materials in accordance with the specifications for the designated years as follows:

<b>YEAR</b>			<b>MATERIALS ALLOWANCE</b>
2007	Complete for the sum of	\$ _____	\$ _____
2008	Complete for the sum of	\$ _____	\$ _____
2009	Complete for the sum of	\$ _____	\$ _____

**NOTE:** Materials allowance is to be included in the "Complete for the sum of" bid price and will be used for budget purposes only.

**ALTERNATE 1:** Furnish additional labor and materials for projects **NOT SPECIFIED** in the attached specifications.

**IMPORTANT:** A written estimate for all labor and materials must be submitted to the designated City or Troy Daze Representative prior to commencing the work. The designated representative will approve the estimate and schedule the work with the vendor.

**LABOR: Master Electrician**

2007	HOURLY RATE:	\$ _____	/HR
2008	HOURLY RATE:	\$ _____	/HR
2009	HOURLY RATE:	\$ _____	/HR

**MATERIALS:** AS APPROVED

**COMPLETION DATE:**

A schedule of work completion is detailed within the specifications for year 2007. The Troy Daze Committee designated representative will provide years 2008 and 2009 work completion details in the year of service.

- ( ) Our company can meet the outlined completion schedule.
- ( ) Our company cannot meet this completion schedule but offer:  
\_\_\_\_\_

**INFORMATION:** For additional general information or questions about this project, please contact Mr. Jeff Biegler at **248-524-3484**, between the hours of 8:00 a.m. and 4:00 p.m., Monday – Friday.

**EXPERIENCE:** Indicate number of years licensed to perform electrical work \_\_\_\_\_. Include a copy of valid license with your bid proposal.

**AWARD:** The evaluation and award of this bid shall be a combination of factors including, but not limited to, the following: bid price, professional competence, references, the correlation of the proposal submitted to the needs of the Troy Daze Committee and any other factors considered to be in the Fair's best interest. The "materials allowance" figure is included to secure a budgetary estimate for work to be completed and not used for award purposes.

The City reserves the right to award this bid to the lowest total responsible bidder; to reject low bids which have major deviations from specifications; to accept a higher bid which has only minor deviations; to accept or reject alternate 1. **The City will only pay for those hours and materials that are documented and invoiced in an acceptable format approved by the designated City or Fair representative(s).**

**SITE INSPECTION:** Bidders should examine the site to determine the amount of work to be done in accordance with the specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any omissions in his/her bid proposal. Contact Jeff Biegler or Ron Hynd at (248) 524-3484 to arrange a site visit.

Our company visited the site on \_\_\_\_\_

Our company did not visit the site.

**REFERENCES:**

Please list at least three (3) companies or municipalities for which your company has completed similar work:

COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ CONTACT: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**DOWNPAYMENTS OR PREPAYMENTS:**

Any bid received that requires a down payment or prepayment for services to be performed prior to work completion and acceptance, as being in conformance with specifications will not be considered for award.

**SUBCONTRACTORS:** The undersigned agrees to submit a list of proposed subcontractors, if applicable, for approval by the designated City representative within 72 hours after notification of being the low qualified bidder. It will be understood that this may occur prior to bid award, but the bidder's status will not be final until approved by the Troy City Council.

COMPANY NAME: \_\_\_\_\_

**INSURANCE:** Insurance Requirements shall be in accordance with the attached SAMPLE INSURANCE CERTIFICATE. The required Insurance Certificate must be submitted to Mr. Stephen Cooperrider, Risk Manager within 5 days of a verbal/electronic notification request. The bid cannot be completely awarded without this Insurance Certificate. The Insurance Certificate may be faxed phone: (248) 526-5129 to the City Offices, and is the only bid document accepted in this format.

- ( ) We can meet the specified insurance requirements.
- ( ) We cannot meet the specified insurance requirements.
- ( ) We do not carry the specified limits but can obtain the additional insurance coverage of \$ \_\_\_\_\_ at the cost of \$ \_\_\_\_\_.  
**Note: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.**
- ( ) Our bid is reduced by \$ \_\_\_\_\_ if we lower the requirements to \$ \_\_\_\_\_.  
**Note: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.**

**IMPORTANT:** A Certificate of Insurance on an ACORD form showing present coverage SHOULD be attached to the bid document at the time of submitting the bid proposal to the Office of the City Clerk.

**NOTE:** Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Troy specifications may result in this bid proposal being completed incorrectly. A bidder **shall complete the above portion that details additional costs** that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

**OTHER:** Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan, and acceptable to the City of Troy.

**LETTER VERIFICATION:** A bidder will be notified to submit a letter or certificate of insurance at the bidder's option from the insurance agent or carrier that the insurance to be supplied will meet specifications. The City **must** receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the bidder or the bidder will be considered non-responsive. This process will occur before presentation of the award recommendation to Troy City Council.

**Final Insurance Certificate Submission:**

After approval by Troy City Council, the City of Troy will provide verbal / electronic notification to submit within 5 days an insurance certificate in accordance with specifications. If an acceptable insurance certificate(s) is not received within this timeframe, the company will be considered in default of contract and will be debarred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

\_\_\_\_\_ being duly authorized to execute contracts for \_\_\_\_\_  
(Print Full Name) (Company Name)

hereby acknowledges that once accepted by the Risk Manager, the specified insurance certificate for ITB-COT 07-29 shall remain in full force and effect during the life of the contract.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

**CONTACT INFORMATION:** Hours of Operation: \_\_\_\_\_  
24 Hr. Phone No. \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**SIGNATURE PAGE**

**PRICES:** Prices shall remain firm for 60 days or bid award, whichever comes first, except the successful bidder whose prices shall be firm for the entire contract period.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

**NOTE:** The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addendum as issued.

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NUMBER (\_\_\_\_) \_\_\_\_\_ FAX NUMBER (\_\_\_\_) \_\_\_\_\_

REPRESENTATIVE'S NAME: \_\_\_\_\_ (Print)

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

TERMS \_\_\_\_\_ WARRANTY \_\_\_\_\_

DELIVERY: AS SPECIFIED

**EXCEPTIONS:**

Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reason(s) for the exception(s), substitution(s), or deviation(s) are an integral part of this bid offer.

**ACKNOWLEDGEMENT:**

I, \_\_\_\_\_, certify that I have read the *Instructions to Bidders* (3 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, [www.mitn.info](http://www.mitn.info) and is an official copy of the Authorized Version.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE** \_\_\_\_\_

**NOTE:** The City of Troy, at their discretion, may require the bidder to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

**IMPORTANT:** All City of Troy purchases require a MATERIAL SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law.

**U.S. FUNDS:** All prices quoted are to be in U.S. Currency.

**CITY OF TROY  
BID SPECIFICATIONS  
TO SUPPLY ELECTRICAL LABOR AND MATERIALS  
FOR THREE YEARS (2007, 2008, 2009) FOR TROY DAZE FESTIVAL**

**LABOR REQUIREMENTS**

1. Dates are September 10-17, 2007; September 15-21, 2008; and September 14-20, 2009.
2. Electrical contractor must provide documentation from city run events showing a minimum 5 to 7 years experience setting up and operating a safe electrical distribution system for a fair/festival with an average annual attendance of 90,000 people. Using DTE utility lines and diesel power generators.
3. Attend four Troy Daze Advisory Committee meetings prior to the Festival to become familiar with Booth and Food Concession layout requirements.
4. Layout and design an electrical distribution system using the current National Electrical Code recognized by the City of Troy. The City of Troy Electrical Inspector will inspect installation.
5. Supply labor and materials under the supervision of a master electrician, on the Friday before the Festival to connect the festival headquarters trailer to a 100 amp, 240 volt DTE landline. On the Monday after the festival, disconnect trailer after cleaning of trailer is completed. Contractor will alter fence on South side of property to allow trailer company to stage unit. Restore fence and utility wiring to original state when finished.
6. Supply labor and materials under the supervision of a master electrician, on the Friday before the Festival to connect the festival public address trailer to a 30 amp, 240 volt DTE landline. On the Monday after the festival, disconnect trailer after cleaning of trailer is completed. Restore utility wiring to original state when finished.
7. Supply labor and materials under the supervision of a master electrician, on the Friday before the Festival to connect the festival medical trailer to a 30 amp, 240 volt DTE landline. On the Monday after the festival, disconnect trailer after cleaning of trailer is completed. Restore utility wiring to original state when finished.

LABOR REQUIREMENTS: (continued)

8. Supply labor under the supervision of a master electrician on the following days for installation and operation of festival, on Monday, Tuesday, and Wednesday from 8 am - 8pm. Thursday and Friday from 8 am - midnight. Saturday and Sunday from 7 am - midnight.
9. Electrical contractor will be required to stay after fairground closes to meet with Fuel Company for daily fueling of generators. Normal schedule for fueling happens between midnight and 4 am.
10. Camlock and twist-loc connectors are standard and will be used for interconnection of distribution/generator equipment
11. Include in price all labor and materials to provide the following at no extra charge:
  - a. Connect an optional fourth office trailer to a 30 amp, 240-volt breaker.
  - b. Connect a portable show mobile to a 50-amp 240-volt breaker.
  - c. Connect the storage trailer to a 40-amp 240-volt DTE landline.
  - d. Provide a 100-amp 240-volt 3-phase connection point in the entertainment tent for the lighting rig.
  - e. Provide 2 – 20 amp 120-volt receptacles in the entertainment tent for the sound rig.
  - f. Provide 2 – 20 amp 120-volt GFI receptacles in the entertainment tent on the stage for act use.
  - g. Provide general lighting in the entertainment tent fed from a DTE landline.
  - h. Install 400 watt HID metal halide lights with clear prismatic reflectors/incandescent lights in the following tents:
    - Craft Show
    - Dressing Rooms
    - Kids games/shows
    - Committee
  - i. Install 400 watt HID metal halide lights with clear prismatic reflectors in the following tents:
    - Large exhibitor
    - Ethnicity
    - Photography
  - j. Provide a 20 amp GFI protected receptacle outlet to each of the 60 plus exhibitor spaces under the tents.
  - k. Connect 30 vendor/food concessionaires' trailers as they arrive. (Between 30A 240V to 100 A 240V)
  - l. Install six (6) temporary floodlights on top of existing 30' pole and park shelters (lights provided by City).
  - m. Provide 2 heavy-duty master locks for the storage trailer door for the length of the contract.

LABOR REQUIREMENTS: (continued)

11.
  - n. Supply 3 two-way radios programmed with fair frequencies to be used by contractor during event.
  - o. Supply 20' of 5-channel yellow jacket cable protectors for south driveway.
  - p. Provide a 120 volt 20 amp circuit for the command bus in the City lot.
  - q. Provide a 120 volt 20 amp circuit for the explorer bus in the City lot.
  - r. Provide lighting inside the golf cart storage tent in the City lot.
  - s. Install yellow jacket cable protectors over any conductors going through the main food walkways.
  - t. Provide a 120-volt circuit to the auto shows area.
  - u. Provide a 120-volt circuit at the greeters' tent in the main lot.
12. Provide Troy Daze with a Master Electrician at Boulan Park of Friday starting at 5:00 pm until 11:00 pm, to handle emergencies and addition work as requested y the Troy Daze Committee.
13. Provide Troy Daze with a Master Electrician at Boulan Park on Saturday and Sunday, from 8:00 am to 11:00 pm to handle emergencies and additional work as requested by the Troy Daze Committee.
14. Supply labor under the supervision of a Master Electrician, on Monday morning following close of festival from 8:00 am until complete, to remove all lights, panels, and other miscellaneous equipment. Stack all equipment at predetermined locations for removal to storage trailer by City or Troy Daze personnel.

**MATERIAL REQUIREMENTS**

1. Supply all miscellaneous material needed to provide power to all tents and food booths, i.e. cable (hard used), fuses, circuit breakers, plugs, wire, etc. Supply all miscellaneous material needed to provide lighting to all tents, including cable, light fixtures, etc.
2. Previous list (NOT COMPLETE):

TRUSS 30' ALUM. W/6 PAR CAN FIXTURES	1
PAR 56 STAGE LIGHTING W/MFL LAMPS	17
50W HPS LIGHT ON POLE	1
3-500W QUARTZ LAMPS ON JB W/30' CORD	1
1000W QUARTZ LIGHT	1
PAR 56 MFL LAMPS	9
400W HPS FLOOD W/CORD	2
TEMP LIGHT STRAND 100'	3
CABLE 12' 12/3 COPPER SO TAILS TO DUPLEX	1

CABLE 2' COPPER L1430 TO 1030 R	1
CABLE 8' COPPER MINICAM MALE TO 1050R	1
CABLE EDISON TO DBL GFI	1
CABLE EDISON TO DBL DUP	2
CABLE 50' 12/3 COPPER EDISON TO EDISON	1
CABLE 50' 12/3 COPPER EDISON TO EDISON YELLOW	1
CABLE 50' 12/3 COPPER EDISON TO DBL DUPLEX	1
CABLE PIGTAIL 35' 4/4 COPPER SO TAILS TO MINI FEMALE	1
CABLE 125' 8/4 SO	1
CABLE PIGTAIL 60' 10/4 TAILS TO MINI FEMALE	1
CABLE 25' 12/3 SO COPPER	2
CABLE 10' 6/4 SO COPPER MINICAM MALE TO 1050R	1
CABLE PIGTAIL 15' 4/4 COPPER SO TAILS TO MINICAM FEMALE	1
CABLE 150' 12/3 SO TWIST-TO-TWIST	1
CABLE 12' 8/4 COPPER SO	1
CABLE PIGTAIL 25' 6/4 COPPER SO TAILS TO MINICAM MALE	1
CABLE 25' 6/4 COPPER SO	1
CABLE 50' 12/3 COPPER SO EDISON TO FEMALE TWIST	1
CABLE PIGTAIL 50' 10/4 COPPER SO TAILS TO L1430F	1
CABLE PIGTAIL 50' 12/4 COPPER SO TAILS TO L1430F	1
CABLE PIGTAIL 50' 8/4 COPPER SO TAILS TO L1430F	1
CABLE 50' 6/4 COPPER SO	1
CABLE 50' 12/4 COPPER SO L1430 TO DBL GFI	1
CABLE PIGTAIL 8/4 COPPER SO TAILS TO TAILS	1
LAMPS 90WATT INCAND.	86
LAMPS 100WATT INCAND.	10
NON CONDUCTIVE MATS 36"X36"	6
DISTRIBUTION CABINET-SM. 100A W/100' 8/4 SO 4GFI-2L1430	1
PANEL 3PH 150A MB 30CKT 9-2P/3-3P BREAKERS	1
PANEL 1 PH 100A 3R	2
CABLE 8/4 SER ALUM 300'	1
POWER POD II W/50' 12/4 SO 24 OUTLET	1
PANEL 1PH 100A 3R ON STAND W/PILOT LT MINICAM	1
IN/4RECPT/1L1430/100'12/4D-DUP/150'12/4D-DUP	1
TOWER 400WMH W/200A 1PH 3R W/PILOT LT L1430 IN/OUT /2EDISON OUT	1
TOWER 400WMH ONLY CORD AND RECPT	7
POWER POD I W/25' 10/4 SO L1430 IN/30A 3R PANEL/6 GFI/14-20 OUT	2
POWER POD II W/50' 12/4 SO 24 OUTLET	1
CABLE 50' 4/5 COPPER SO MINICAM IN TO MINICAM OUT	1
CABLE 25' 2/4 COPPER SO MINICAM MALE TO CAM FEMALE	1
CABLE 100' 12/4 COPPER SJO L1430 TO DBL GFI	1
CABLE 50' 12/4 COPPER SJO L1430 TO L1430	1
CABLE 50' 12/4 COPPER SO 2-MALE TO TAILS	1
CABLE 40' 10/4 Sopper TAILS TO TAILS	1
CABLE 50' 10/4 COPPER MINICAM IN TO MINICAM OUT	1

CABLE 50' 4/4 COPPER MINICAM FEMALE TO TAILS	1
CABLE 75' 4/5 COPPER MINICAM IN TO MINICAM OUT	1
INDUSTRIAL STRAND LIGHTS 200'	2
INDUSTRIAL STRAND LIGHTS 150'	1
INSUSTRIAL STRAND LIGHTS 100'	2
CABLE 100' 10/4 COPPER L14-30 MALE TO L14-30 FEMALE	1
CABLE 75' 10/4 COPPER L14-30 MALE TO L14-30 FEMALE	2
CABLE 50' 10/4 COPPER L14-30 MALE TO L14-30 FEMALE	1



**CITY OF TROY**

**SOLE PROPRIETOR WORKER'S COMPENSATION RELEASE FORM**

I, \_\_\_\_\_, as an Independent Contractor performing work and/or services for the City of Troy, acknowledge that I am a Sole Proprietor business and will not employ any person(s) in the work to be performed for the City of Troy under this contract (\_\_\_\_\_).

I, am familiar with the requirements of the Workers' Disability Compensation Act, and as a Sole Proprietor with no employees, I further acknowledge that I am not subject to the Workers' Disability Compensation Act of the State of Michigan.

In consideration of being awarded this contract, I agree to give up any and all claims against the City and to hold harmless the City of Troy for any and all injuries or illness that I may sustain during the course or as a result of this contract.

I hereby agree to notify the City of Troy in writing prior to hiring any person(s), full time or part time, to assist in this contract and to secure workers' compensation insurance prior to any person beginning work or assisting in the performance of work under this contract or otherwise become subject to the Workers' Disability Compensation Act of Michigan.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print

**Witness (other than relative)**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)

PRODUCER Complete  Sample Certificate	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.  INSURERS AFFORDING COVERAGE
INSURED Complete	INSURER A: XYZ Company INSURER B: INSURER C: INSURER D: INSURER E:

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS														
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Additional Insured wording - see below  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	0001	XX-XX-XX	XX-XX-XX	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>FIRE DAMAGE (Any one fire)</td><td style="text-align: right;">\$</td></tr> <tr><td>MED EXP (Any one person)</td><td style="text-align: right;">\$</td></tr> <tr><td>PERSONAL &amp; ADV INJURY</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG.</td><td style="text-align: right;">\$ 1,000,000</td></tr> </table>	EACH OCCURRENCE	\$ 1,000,000	FIRE DAMAGE (Any one fire)	\$	MED EXP (Any one person)	\$	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 1,000,000	PRODUCTS - COMP/OP AGG.	\$ 1,000,000		
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A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	0002	XX-XX-XX	XX-XX-XX	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>AUTO ONLY - EA ACCIDENT</td><td style="text-align: right;">\$</td></tr> <tr><td>OTHER THAN EA ACC</td><td style="text-align: right;">\$</td></tr> <tr><td>AUTO ONLY: AGG</td><td style="text-align: right;">\$</td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$	AUTO ONLY - EA ACCIDENT	\$	OTHER THAN EA ACC	\$	AUTO ONLY: AGG	\$
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	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$</td></tr> <tr><td>AGGREGATE</td><td style="text-align: right;">\$</td></tr> <tr><td>DEDUCTIBLE</td><td style="text-align: right;">\$</td></tr> <tr><td>RETENTION</td><td style="text-align: right;">\$</td></tr> </table>	EACH OCCURRENCE	\$	AGGREGATE	\$	DEDUCTIBLE	\$	RETENTION	\$						
EACH OCCURRENCE	\$																		
AGGREGATE	\$																		
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	<b>EXCESS LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$</td></tr> <tr><td>AGGREGATE</td><td style="text-align: right;">\$</td></tr> <tr><td>DEDUCTIBLE</td><td style="text-align: right;">\$</td></tr> <tr><td>RETENTION</td><td style="text-align: right;">\$</td></tr> </table>	EACH OCCURRENCE	\$	AGGREGATE	\$	DEDUCTIBLE	\$	RETENTION	\$						
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AGGREGATE	\$																		
DEDUCTIBLE	\$																		
RETENTION	\$																		
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	0003	XX-XX-XX	XX-XX-XX	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> WC STATUTORY LIMITS</td> <td><input type="checkbox"/> OTHER</td> <td></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td style="text-align: right;">\$</td><td style="text-align: right;">100,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td style="text-align: right;">\$</td><td style="text-align: right;">100,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td style="text-align: right;">\$</td><td style="text-align: right;">500,000</td></tr> </table>	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	<input type="checkbox"/> OTHER		E.L. EACH ACCIDENT	\$	100,000	E.L. DISEASE - EA EMPLOYEE	\$	100,000	E.L. DISEASE - POLICY LIMIT	\$	500,000		
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E.L. DISEASE - POLICY LIMIT	\$	500,000																	
	<b>OTHER</b>																		

### DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Additional Insured: City of Troy including Architects and Engineers, all elected and appointed Officials, all employees and volunteers, board, Commissioners and/or authorities and their board members, employees, and volunteers - additional insured on ISO Form B or broader.

CERTIFICATE HOLDER    Y    ADDITIONAL INSURED; INSURER LETTER: A    CANCELLATION

City of Troy  
 500 W. Big Beaver Rd.  
 Troy, MI 48084

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.

**AUTHORIZED REPRESENTATIVE**



STATEMENT OF NO BID  
CITY OF TROY

**BID NUMBER:** ITB-COT 07-29  
**TITLE:** ELECTRICAL WORK – TROY DAZE

Please Send or Fax To:  
City of Troy Purchasing Department  
500 W. Big Beaver Rd.  
Troy, MI 48084

FAX NUMBER: (248) 619-7608

We, the undersigned, have declined to bid on the subject bid for the following reasons:

Check All That Apply	REASON
	Our company does not handle the type of product / service
	We cannot meet the specifications nor provide an approved alternate – please explain below
	Our company is not interested in bidding at this time
	Job is too small
	Job is too large
	Cannot be competitive
	Liability Issues such as insurance, bonding, indemnification, hold harmless
	Insufficient time to respond – please explain below
	Our company's schedule would not permit performance of the specifications
	Other – describe below

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMPANY INFORMATION:**

COMPANY NAME: \_\_\_\_\_

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: \_\_\_\_\_  
TITLE: \_\_\_\_\_

COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

**IMPORTANT NOTE:** To qualify as a respondent to the bid, the vendor must submit a bid or return this completed form.

**VENDOR REGISTRATION:** The City of Troy uses the MITN website for vendor registration, bid and tabulation posting, award information and other processes. Final bid results will be posted on the MITN website after award. Please register to see results - [www.mitn.info](http://www.mitn.info).



## Downloading History for ITB-COT 07-29 TroyDaze

The report below shows all fax and e-mail vendors that matched this document when it was originally issued. It also shows all vendors that have downloaded or ordered the document and any subsequent amendments as of 8/10/2007.

<b>Document Title:</b>	Electrical Contract for Magic of Fall / Troy Daze Festival
<b>Date Issued:</b>	7/18/2007
<b>Close Date:</b>	8/2/2007

Click on the table headings for "Account Number" or "Company name" to re-sort this report by that column. You may also click on any vendor account number to view their account information.

Acct #	Company Name	Service	Date Obtained Document	Date Obtained Amendments
26866	a-ok auctioneers	E-mail		
27342	Aardvark Contracting Services, Inc.	E-mail		
29036	AINSWORTH ELECTRIC INC.	E-mail		
26939	Airport Lighting LLC	E-mail		
12133	Allied Building Service Company of Detroit, Inc.	E-mail	7/31/2007	
27234	ANGONA SERVICES	E-mail		
25547	Atlas Contracting Company	E-mail		
17978	Attard Electrical Contracting	E-mail		
25145	Basic Electric & Telephone Service, Inc.	E-mail		
22450	BELFOR USA	E-mail		
10231	Bernco, Inc.	E-mail		
11631	Bowman Construction LLC	Free	7/19/2007	
19594	Capital Waste, Inc.	E-mail		
26513	City Electric Supply	E-mail	7/27/2007	
23484	Clark's Construction Company	E-mail		
15150	Commercial Maintenance, Inc.	E-mail		
11902	copstuffbydk	Free	7/20/2007	
24211	D.E. Evans Custom Construction Management Co.	E-mail		
25049	D.O. ELECTRIC CO.,LLC.	E-mail	7/18/2007	
22795	Delaney Construction	E-mail		
21720	Delta Electrical Contractors of Lansing, Inc.	E-mail		
28405	DeMaster Electric	Free	7/26/2007	
18167	Detroit Electrical Services, LLC	E-mail	7/25/2007	
25529	Diversified Contractors, Inc	E-mail	7/18/2007	
14388	E-Z Electric, Inc.	E-mail		
26913	Economic Maintenance Products	E-mail		
18361	Edgewood Electric, Inc.	E-mail	7/18/2007	
26174	Edwards Telecommunications, Inc.	E-mail		

Acct #	Company Name	Service	Date Obtained Document	Date Obtained Amendments
10121	Electrex Co Inc	Free	7/19/2007	
23805	Envirotech	Free	7/19/2007	
20978	Envision Electric, L.L.C.	E-mail	7/31/2007	
17755	FH Martin Constructors	E-mail		
16017	Fleis & Vandebriuk Engineering, Inc	E-mail		
13051	Flint-Genesee Regional Chamber of Commerce	Free	7/30/2007	
14703	Frontline Controls Inc	E-mail		
22684	genesis technologies	E-mail		
28738	Gladiator Construction and Demolition, LLC	E-mail		
28174	GP Designs, Inc.	Free	7/19/2007	
12394	Graybar Electric	E-mail	7/23/2007	
19038	Great Lakes Service Center, Inc.	Free	7/27/2007	
26416	H&R Electrical Contractors	E-mail		
15842	Harlan Electric Company	E-mail		
21711	Haskell Service Company	E-mail		
27302	Holiday Inn Hotel & Conference Center	E-mail		
27971	Innovation Electric LLC	E-mail	7/18/2007	
14773	Integrated Supply Management, Inc.	E-mail	7/25/2007	
25696	IntegResource, Inc.	E-mail		
28743	KD Electric	Free	7/30/2007	
26831	KEITH EVOLA SERVICE	Free	7/26/2007	
25081	Laurens Construction Company, Inc.	E-mail		
10498	LESLIE ELECTRIC COMPANY	E-mail	7/30/2007	
22749	M.J. Booth Electrical Services, Inc.	E-mail		
28403	M.L. Schoenherr Construction, Inc.	E-mail		
18159	Mago Construction	E-mail		
26293	Mark Binkowski Building & Remolding	E-mail		
28158	Matlick Enterprises	E-mail		
27726	MI Electric Co.	E-mail		
27013	Michigan Barricading Equipment, Inc.	E-mail		
10072	Motor City Electric Technologies, Inc.	E-mail		
26038	Mugen Construction, Inc.	E-mail		
10604	nationwide fence & Supply	E-mail		
25664	NICHOLS CONSTRUCTION & PAINTING	E-mail		
27155	Oak Electric Service	E-mail		
26680	On-Site Building LLC	E-mail		
11073	Oscar W. Larson Co.	E-mail		
11858	Paradigm 2000 Inc.	E-mail		
25107	Parkway Electric and Comm. LLC	E-mail		
28075	Perecore Electrical Contracting	E-mail		
15672	Perfect Irrigation & Landscape	E-mail		
11148	Phare Truth Electrical Services Inc	E-mail		
25902	Phil's Construction Company	Free	7/24/2007	
23495	Piute Contractors	Free	7/23/2007	
12095	Power Plus Engineering, Inc.	E-mail		
11344	Premium Sevices, Inc	E-mail		
24485	Prudential Electric, Inc.	E-mail		
17698	Quality Comfort Heating & Cooling	E-mail		
10299	Quantum Group, Incorporated	E-mail	7/25/2007	

Acct #	Company Name	Service	Date Obtained Document	Date Obtained Amendments
12387	Rauhorn Electric, Inc.	E-mail	7/25/2007	
25315	Renaissance Construction Group	E-mail		
18100	ROTOR ELECTRIC COMPANY	E-mail		
28791	Rowe Electrical Services, Inc.	E-mail	7/26/2007	
13684	soil and materials engineers, inc	E-mail		
23743	Standard Concrete & Trucking, LLC	E-mail		
15989	Stroyko Construction LLC	E-mail		
16218	Summit Electric, Inc.	E-mail	7/24/2007	
20142	Sunrise Contracting Inc.	E-mail		
27747	Superior Contracting Group	E-mail		
15364	Supreme Heating & Supply Co., Inc	E-mail		
27447	surplus steel inc.	E-mail		
25408	Technical Service Professionals, L.L.C.	E-mail		
10714	Tillman Electrical Services, Inc.	E-mail		
13532	Underground Lines, Inc.	E-mail		
13207	Walbridge Aldinger Company	E-mail		
13490	Walker-Miller Energy Services LLC	E-mail	7/23/2007	
22723	Waters Electric	Free	7/26/2007	
29330	Waug's Electrical Service	Free	7/31/2007	
17270	Wesco Distribution Inc (Detroit Branch)	E-mail	7/30/2007	
24929	Winiarski Electric	Free	7/20/2007	
26682	Wire Works, Inc	E-mail		
24639	Woodwards Cover All, Inc.	Free	7/23/2007	

Julie Hamilton

Question #5

**From:** City.of.Troy@potmail3.mediagrif.com  
**Sent:** Wednesday, July 18, 2007 12:41 PM  
**To:** Julie Hamilton  
**Subject:** Message from City of Troy, MI

Ms. Julie Hamilton:

Please review the notice below to determine if you are interested in seeing this document. All responses must be received by 8/2/2007 @ 10:00 AM E.T.

<b>ITB Number:</b>	ITB-COT 07-29 TroyDaze
<b>Requisition #:</b>	1180
<b>Date Issued:</b>	7/18/2007
<b>Issuing Agency:</b>	City of Troy, MI
<b>Department:</b>	Parks and Recreation
<b>Delivery Point:</b>	Troy, MI
<b>Type of Purchase:</b>	Term:3 Years
<b>Close Date:</b>	8/2/2007
<b>Close Time:</b>	10:00 AM E.T.
<b>Delivery Date:</b>	As Specified
<b>Title of Notice:</b>	Electrical Contract for Magic of Fall / Troy Daze Festival
<b>Specifications:</b>	<p>Sealed proposals to FURNISH THREE YEAR REQUIREMENTS OF ALL LABOR AND MATERIALS FOR THE MAGIC OF FALL/ TROY DAZE FESTIVAL  ELECTRICAL CONTRACT to be received by the City of Troy at the office of the City Clerk, 500 W. Big Beaver Road, Troy, MI 48084.</p> <p>INFORMATION: For additional general information or questions about this project, please contact Mr. Jeff Biegler at 248-524-3484, between the hours of 8:00 a.m. and 4:00 p.m., Monday – Friday.</p> <p>SITE INSPECTION: Bidders should examine the site to determine the amount of work to be done in accordance with the specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any omissions in his/her bid proposal. Contact Jeff Biegler or Ron Hynd at (248) 524-3484 to arrange a site visit.</p>

**Special Notices:**

All or None Award  
FOB Destination  
F.O.B Pre-paid  
Insurance Required  
Onsite Maintenance Required  
Job-Walk Visit Recommended

[Click here](#) to login to our website to review the full ITB document.

If you have any questions, I can be reached at (248) 680 - 7291. Thank you for your continued participation.

Sincerely,

Ms. Julie Hamilton  
Buyer