



HISTORIC  
FRANKLIN  
TENNESSEE


ITEM #13  
WRKS 07/13/2010

## MEMORANDUM

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July 2, 2010

**TO:** Board of Mayor and Aldermen

**FROM:** Eric S. Stuckey, City Administrator   
Russell Truell, Assistant City Administrator / CFO  
Mark Hilty, Water Management Director  
Brian Wilcox, Purchasing Manager

**SUBJECT:** Consideration Of Bid Award To Geneva, LLC, D/B/A Nixon Power Services, Of Nashville In The Amount Of \$51,747.08 For Supply, Delivery And Installation Of Transfer Switchgear For A Portable Generator For The Water Reclamation Facility Division Of The Water Management Department (Purchasing Office Procurement Solicitation No. 2010-030; \$45,000.00 Budgeted In 431-89530-52213 For Fiscal Year 2010)

### Purpose

The purpose of this procurement is to connect an existing portable generator to the Administration building at the City's Water Reclamation Facility so that the generator may serve as an alternate power source in order to provide emergency power back-up in the event of an interruption in electric service.

### Background

The Water Management Department Water Reclamation Facility Division budget for fiscal year 2010 allocates \$45,000 out of the Sewer Fund for the purchase of Generator Switch Gear Installation.

### Financial Impact

The City published on June 17, 2010 a Notice to Bidders in the *Williamson Herald* for supply, delivery and installation of transfer switchgear for a portable generator. In addition, bid documents were sent on or about the same date directly to six (6) potential bidders known or thought to be interested in this solicitation. Only one bid was received and publicly opened at the bid opening held on July 1, 2010. A tabulation of the bids received for this solicitation is attached. The apparent lowest, most responsive and responsible bid, from Geneva, LLC, d/b/a Nixon Power Services, of Nashville, is in the amount of \$51,747.08 for the specified supply, delivery and installation of transfer switchgear for a portable generator.

This purchase, if awarded, would be recorded as a fiscal year 2011 expenditure, the FY 2011 budget would need to be amended to anticipate the purchase.

### Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

### Recommendation

Staff recommends that the City accept the apparent lowest best bid, from Geneva, LLC, d/b/a Nixon Power Services, of Nashville, in the amount of \$51,747.08 for the specified supply, delivery and installation of transfer switchgear for a portable generator. Purchasing Manager Brian Wilcox is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the staff recommendation appears to be made in a fair and impartial manner based upon the bids received. In accordance with the specifications for this project, a permit is required by the City of Franklin Department of Building and Neighborhood Services for this project. As the project is a City of Franklin project, the fee for this permit shall be waived.

**Tabulation of Bids \***

<b>Purchasing Office Solicitation No.:</b>	2010-030 (supply, delivery and installation of transfer switchgear for a portable generator)
<b>Notice to Bidders published in the <i>Williamson Herald</i> on:</b>	6/17/10
<b>Number of vendors that were notified of / that responded to this solicitation for bids:</b>	6 / 1
<b>Date and time bids due and publicly opened:</b>	7/1/10 2:00 PM
<b>Present at opening of bids:</b>	Bryan Petty of Nixon Power Services; Vic Bates of the City of Franklin Water Management Department; and Brian Wilcox of the City of Franklin Purchasing Office
<b>Target meeting of BOMA at which recommendation will be considered:</b>	7/27/10

Bids received from:	Bid No.:	Description:	Do the bid products and services MOES <sup>1</sup> ? / If not, how many exceptions do not MOES <sup>1</sup> ?	Total all-inclusive bid price:	Payment terms:	Estimated time of completion after receipt of order:	Bid pricing is valid and may be accepted through:
Geneva, LLC d/b/a Nixon Power Services 2620 Locust St. Nashville, TN 37207 Bryan Petty, PSSR Nashville Service 615/406-8547	1 of 1	supply, delivery and installation of transfer switchgear for a portable generator	Bidder takes no exceptions	\$51,747.08	net 30 days	120 days	09/15/10

<sup>1</sup>MOES indicates "meet(s) or exceed(s) specifications"

\*Shaded bid is apparent lowest best bid