



	Approved	Denied
Date Action Taken:	6/25/07	
Other:		
Verified by:	<i>W.A. Miller</i>	

WASILLA CITY COUNCIL ACTION MEMORANDUM

AM No. 07-37

TITLE: AWARD OF CONTRACT TO ALASKA ADVANCED ELECTRICAL, INC., IN AN AMOUNT NOT TO EXCEED \$32,050 PER YEAR TO PERFORM ELECTRICAL AND DATA INSTALLATION/REPAIR FOR CITY OWNED FACILITIES.

Agenda of: June 25, 2007

Date: June 13, 2007

Originator: William A. Miller, Purchasing Officer

Route to:	Department	Signature/Date
	Police Chief Youth Court, Dispatch, Code Compliance	
	Culture and Recreation Services Director Library, Museum, Sports Complex	
X	Public Works & Recreation Facility Maintenance Director	
X	Finance, Risk Management & MIS Director Purchasing	<i>Susan E. Colby 6-13-07</i>
X	Deputy Administrator Planning, Economic Development, Human Resources	<i>J. Hardy 6-15-07</i>
X	City Clerk	<i>W.A. Miller</i>

REVIEWED BY MAYOR DIANNE M. KELLER: *Dianne M. Keller*

FISCAL IMPACT: yes \$32,050 or no Funds Available yes no

Account name/number:

- \$5,050 001-4320-432.40-30 Roads – Purchased Property Repair & Maintenance
- \$15,000 001-4330-433.40-30 Property – Purchased Property Repair & Maintenance
- \$2,000 001-4510-451.50-90 Museum – Other Purchased Services
- \$10,000 001-4520-452.40-91 Parks Maintenance – Contractual Services

Subject to annual appropriation to expenditure account

Attachments: Invitation to Bid No. 0662-0-2007/WM Score Sheet

SUMMARY STATEMENT: In accordance with WMC 5.08.110, on May 18, 2007, the City of Wasilla issued Invitation to Bid 0662-0-2007 for electrical and data installations/repairs for City buildings and structures. In accordance with WMC 5.08.070, Administration is seeking Council approval of this contract that is expected to be \$32,050 per year in FY 2008, 2009, and 2010.

In response to the ITB, a bid was received from Alaska Advanced Electrical, Inc. Alaska Advanced Electrical, Inc., is the City's current electrical contractor and has been performing these services for the last two years. The Alaska Advanced Electrical bid maintains the current rate structure that the City has paid for the last two years which represents a significant savings for the taxpayer over the next three years.

SCOPE OF SERVICES: The City of Wasilla is seeking bids for the services of a licensed electrical contractor to perform electrical and data installation/repair for City owned facilities located within the Wasilla city limits.

- 1.1. The successful contractor shall provide all labor, equipment and permits required to complete all electrical and data projects requested by the City.
- 1.2. Contractor shall be able to start all non-emergency projects within ten (10) days after notification from the City. The Contractor shall complete each non-emergency job within the time specified in their job estimate.
- 1.3. For the purpose of this bid, an emergency is defined as any condition(s) which is a threat to health, welfare or the safety of people and/or property, or a condition that will affect an essential service as determined by the City. Contractor shall respond to requests for emergency service calls within two (2) hours after notification. Vendor shall provide twenty-four (24) hour point of contact phone number(s) in their bid.
- 1.4. Installation of all materials and equipment must meet NEC industry standards in all respects with specific attention given to system grounding, surge/lightening protection, applicable Fire and Electrical Codes, and to the methods employed for wiring, cabling, terminations, cable and wire labeling, documentation, wire codes, equipment room layouts, general appearance and operating performance.
- 1.5. All data work and materials shall be installed according to the latest TIA/EIA-568B Series and 569-A standards and the latest BICSI proposed installation procedures as outlined in Telecommunications Distribution Methods Manual, 10th Edition and ITSI Manual, 4th Edition.
 - 1.5.1. Each UTP Category-6 data cable installed shall be tested and a test result printout sheet shall be furnished at the completion of the project.
 - 1.5.2. The test shall be performed after the final cable and device termination has been completed and the faceplate installed. The test shall be of the "Permanent Link" from completed end to completed end.
 - 1.5.3. The test shall be conducted utilizing a scanner that will generate a swept frequency 1-100 megahertz signal on all pairs of the cable. The scanner

used shall have draft TIA Level III accuracy (minimum) for Category 6 / Class E certification and test each pair of the cable for:

- 1.5.3.1. Pair mapping
- 1.5.3.2. Cable length
- 1.5.3.3. Attenuation
- 1.5.3.4. Near-End-Cross Talk (NEXT) in both directions
- 1.5.3.5. Attenuation to Near-End-Cross Talk Ratio (ACR)
- 1.5.3.6. Return Loss (RL)
- 1.5.3.7. Far End Cross Talk (FEXT)
- 1.5.3.8. Power Sum Near-End-Cross Talk (PSNEXT)
- 1.5.3.9. Equal Level Far-End-Cross Talk (ELFEXT)
- 1.5.3.10. Power Sum Equal Level Far-End-Cross Talk (PSELFEXT)
- 1.5.3.11. Impedance
- 1.5.3.12. Capacitance
- 1.5.3.13. Loop Resistance

- 1.5.4. Each data cable shall be tested to the latest draft of EIA/TIA-568x, and/or accompanying Technical Service Bulletin for the highest applicable Category compliance for acceptance by the City's PM.
- 1.5.5. Each test result shall indicate the cable number, test date and tester name. All test results are to be submitted to the City's Purchasing Officer or his designee in a neat, clean and orderly nature within a three ring binder. The test sheets are to be divided by panel and in numeric order. Dividers are to be placed between each panel's test sheets.
- 1.5.6. Should the release of new test requirements for Level III testers and Category-6 links be available, the cabling system shall be tested against the more stringent requirements as supported by the structured cabling system warranty.
- 1.5.7. No hand written test results will be accepted by the City's Purchasing Officer or his designee.

- 1.6. All work shall be scheduled at the convenience of the City to prevent interference with any City functions, services or events.

MINIMUM REQUIREMENTS: Proposers who are interested in this Solicitation shall have, at a minimum, the following capabilities:

- 1.1. All electrical work and materials shall be in accordance with the National Electric Code (Latest Edition), the City of Wasilla Municipal code, and all other authorities having jurisdiction over the installation practice.
- 1.2. A one-year warranty is required on all cable and electrical systems installed.

- 1.3. The Contractor must have at least a minimum of five (5) years experience in both the electrical and telecommunications industry.
- 1.4. The Contractor must have an office within 15 miles of downtown Wasilla and local employees dispatched from this office.
- 1.5. The Contractor must have a valid electrical contractors license and be licensed by the State of Alaska to provide electrical contractor services.

SUBCONTRACTORS: The City anticipates that the duties of the scope of services will not be subcontracted. Any intention to subcontract, and the name of the proposed subcontracting firms, must be clearly identified in the bid. The reasons for subcontracting must be stated. Following the award of the contract, no additional subcontracting will be allowed without the prior written consent of the City.

INSURANCE REQUIREMENTS: In conjunction with Section 12 – Insurance Schedule of the Invitation to Bid, the City will accept written proof of contractors insurability submitted with sealed bid; also provide proof of applicable licensing. When bid is accepted and before a contract is signed, provide the City of Wasilla with a Certificate of Liability Insurance for a minimum amount of two-million (\$2,000,000.00) dollars and naming the City of Wasilla as an additional insured.

DELIVERY: As a requirement of this Solicitation and not allowable as an **exception to the Solicitation**, Bidders shall offer delivery and/or shipping costs prepaid FOB Wasilla for all materials.

CLEANUP: The contractor shall keep the premises clean of all rubbish and debris generated by the work involved and shall leave the premises neat and clean. All surplus materials, rubbish and debris shall be disposed of by the contractor and at the contractor's expense. The work area shall be cleaned at the end of each work day unless prior approval has been granted by the City. The City shall not be responsible for theft or damage to the contractor's property. In the event that a project cannot be finished by the end of the work day, the contractor shall secure the area in a way that is safe to the public and City personnel.

ACTION: Council is requested to authorize the award of a contract for electrical and data installations/repairs for City buildings and structures to Alaska Advanced Electrical, Inc., in an amount not to exceed \$32,050 per year. The term of the contract shall be for three (3) years commencing July 1, 2007. The continuation of the new Contract beyond the current fiscal year is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the Wasilla City Council. The City may terminate this Contract, and Alaska Advanced Electrical, Inc., waives any and all claim(s) for damages, effective immediately upon receipt of written notice (or any date specified therein) if for any reason the funding from City, State, and/or federal sources is not appropriated or is withdrawn, limited, or impaired.



CITY OF WASILLA

• Purchasing •
290 East Herning Avenue • Wasilla • Alaska • 99654-7091
• Telephone 907-373-9047 • Fax 907-373-9011 •

Abstract of Bids Received for Bid #: ITB-0662-0-2007/WM Title: Electrical & Data Contractor Services
 Date: June 12, 2007 Time: 2:00 p.m. Location: Wasilla City Hall

Vendor Name	Alaska Advanced Electrical	
Date Received	6/11/2007 @ 9:35 a.m.	
Total Bid Price A+B+C+D+E+F+G =	\$28,050.00	
Parts/materials markup over contractor's cost	0%	
Minimum callout hours	N/A	
Number of OSHA Recordable Accidents Reported in 2005 and 2006	-0-	
Contract Award Recommendation to Council:	An Action Memorandum shall be submitted to the Wasilla City Council for approval on June 25, 2007.	

No other bids received

Bid Opening Attendance Record

Company Name	Company Representative	Telephone Number	E-mail Address
City of Wasilla	Lynn Gronlund	907-373-9015	
City of Wasilla	Bill Miller	907-373-9047	