



Legislation Text

File #: 23-0897, **Version:** 1

Resolution to Approve a Professional Services Agreement with Harper Electric Inc. for On-Call Electrical Services (Not to Exceed \$450,000.00) RFP #23-26

We recommend your approval of the attached resolution authorizing a professional services agreement for FY24 and FY25 in an amount not to exceed \$450,000.00 with Harper Electric Inc., to provide on-call electrical services at various City facilities. The contract would run through June 30, 2025. A purchase order in an amount not to exceed \$225,000.00 per year would be issued for FY24 and FY25, subject to the availability of funding in FY25.

The resolution also authorizes an option to extend the contract with Harper Electric Inc. for one additional two-year period, upon approval by the City Administrator, for a total amount not to exceed \$900,000.00 over the life of the contract including all extensions, with the same terms and conditions subject to the annual appropriation of funds. Hourly rates for each year of the contract would be adjusted per the RFP fee proposal form.

The annual not to exceed contract amount has increased significantly from the previous on-call electrical contract. The Office of Sustainability and Innovation has requested \$125,000.00 of purchasing authorization annually over the life of the contract to address the stepped-up efforts to electrify City facilities, increase solar activities, EV charging infrastructure and building energy assessments. The Fleet and Facilities Unit is requesting \$100,000.00 of purchasing authority annually for normal electrical maintenance and improvement needs for various City facilities.

Proposals were solicited for On-Call Electrical Services through RFP #23-26 issued by the City and opened on May 11, 2023. Of the four responses received, Harper Electric Inc., Ann Arbor, MI, was selected as the most responsive proposal to the RFP. The City has used Harper Electric Inc. for electrical work at most City facilities over the last five years and has been satisfied with their performance. Harper Electric Inc. has also maintained their FY23 regular hourly rate for FY24.

As an on-call service, there is no guarantee of work or minimum amount paid to the contractor. Work is completed on a time and material basis when the contractor is called by staff for repair, replacement, or new work.

Budget/Fiscal Impact: Funding for these services is included in the FY24 Operations and Maintenance Budgets of the Unit's receiving services. Issuance of the FY25 purchase order and any approved extension for FY26 and FY27 would be subject to the availability of funds in subsequent fiscal years.

Harper Electric Inc. complies with the City's Conflict of Interest, Living Wage, Prevailing Wage and Non-Discrimination ordinance requirements.

Prepared by: Matthew J. Kulhanek, Fleet & Facilities Unit Manager

Reviewed by: John Fournier, Deputy City Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, There is a need to provide safe and reliable electrical service throughout City facilities;

Whereas, Harper Electric Inc. of Ann Arbor, MI provided the most responsive proposal for on-call electrical services solicited through RFP #23-26 in May 2023;

Whereas, The Fleet & Facilities Unit recommends approval of a two-year on-call professional services agreement with Harper Electric Inc., with the option to extend the agreement for one additional two-year period under the same terms and conditions, with the hourly rates adjusted as provided in the RFP fee proposal form;

Whereas, Funding for this work is available in the FY24 Operations and Maintenance Budgets of the Unit's receiving services; and

Whereas, Harper Electric Inc. complies with the City's Conflict of Interest, Living Wage, Prevailing Wage and Non-Discrimination ordinance requirements;

RESOLVED, That City Council approve a two-year professional services agreement with Harper Electric Inc. for on-call electrical services per RFP #23-26, in the amount of not to exceed \$225,000.00 for FY24 and in the amount of not to exceed \$225,000.00 for FY25;

RESOLVED, That the agreement will include the option to extend the agreement for one additional two-year period at the hourly rates provided in the RFP fee proposal form upon approval by the City Administrator, for a total not to exceed \$900,000.00 over the life of the agreement including renewals;

RESOLVED, That these services during the first year be funded from the approved FY24 Operations and Maintenance Budgets of the Unit's receiving services and that the remaining years, including extensions, be funded from the FY25, FY26, and FY27 Operations and Maintenance Budgets of the Unit's receiving services if so approved by Council;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney, and that the City Administrator be authorized to execute the extension after approval as to form by the City Attorney; and

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution.