

b) Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications - Mosquito Control

Resolution #2016-03-054-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a three (3) year contract for Mosquito Control to the sole bidder meeting specifications; *Custom Lawn Care of Flint, MI*, for Proposals A-G at unit prices contained on the bid tabulation, which opened March 3, 2016, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring December 31, 2018 for an estimated total annual cost of \$36,745.97; not to exceed budgetary limitations.

BE IT FURTHER RESOLVED, That the contract is **CONTINGENT** upon contractor's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

BLANKET ORDER

No. 2016-00001411
 DATE: 04/04/2016
 PAGE: 1 of 1
 FOB DESTINATION

Ship To

CITY OF TROY
 Parks - Municipal Grounds
 4695 ROCHESTER ROAD
 TROY, MI 48085

Bill To

CITY OF TROY
 Parks - Municipal Grounds
 4695 ROCHESTER ROAD
 TROY, MI 48085

VENDOR NO. 163586

Vendor

CUSTOM LAWN CARE
 5289 N GENESEE RD
 FLINT, MI 48506

EXPIRATION DATE
 12/31/2016
 COUNCIL RESOLUTION
 2016-03-054-J-4b

COPY

QUANTITIES ARE ESTIMATED AND WILL BE ORDERED AS NEEDED

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	Each	<p>MOSQUITO CONTROL Furnish Year ONE (1) of a THREE Year Contract to provide Mosquito Control Services in accordance with the Bid Specifications for ITB-COT 16-11 at the prices as per the attached summary. Check #1218704 in the amount of \$2,000.00 has been deposited and shall be retained for the duration of the contract. Receipt #2016-00031122.</p> 	36,745.9700	\$36,745.97

Entered By: MaryBeth Murz

\$36,745.97

Special Instructions:

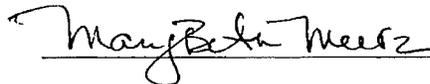
CITY COUNCIL AWARD DATE: 3/21/2016. Furnish Year ONE (1) of a THREE Year Contract to provide Mosquito Control Services in accordance with the Bid Specifications for ITB-COT 16-11 at the prices as per the attached summary.

TERMS & CONDITIONS

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.

NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.



VENDOR NAME:

	Custom Lawn Care
	Flint, MI
Check #	#1218704
Check Amt	\$2,000.00

UNIT PRICES SHALL BE QUOTED BY THE COST/UNIT OF MEASURE (ACRE, MILE, BASIN)/APPLICATION for each year of service, with the exception the briquettes which shall be quoted on a per unit basis per year.

		Larvicide (as specified) : Vecto Bac GS Adulticide (deviation) : Duet					
PROPOSAL A	EST QTY	2016		2017		2018	
RETENTION PONDS (5 Applications)		Labor	Product	Labor	Product	Labor	Product
Larvicide	5.6 Acres	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
Adulticide	10.2 Acres	\$ 14.36	\$ 0.82	\$ 14.36	\$ 0.82	\$ 14.36	\$ 0.82
		\$ 352.33	\$ 81.22	\$ 352.33	\$ 81.22	\$ 352.33	\$ 81.22
Application Cost		\$ 433.55		\$ 433.55		\$ 433.55	
Estimated Total Cost Proposal A		\$ 2,167.74		\$ 2,167.74		\$ 2,167.74	
PROPOSAL B							
PARKS (5 Applications)							
Larvicide	38.3 Acres	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
Adulticide	290.1 Acres	\$ 4.71	\$ 0.82	\$ 4.71	\$ 0.82	\$ 4.71	\$ 0.82
		\$ 2,774.28	\$ 736.17	\$ 2,774.28	\$ 736.17	\$ 2,774.28	\$ 736.17
Application Cost		\$ 3,510.44		\$ 3,510.44		\$ 3,510.44	
Estimated Total Cost Proposal B		\$ 17,552.22		\$ 17,552.22		\$ 17,552.22	
PROPOSAL C							
MISC. MUNICIPAL SITES (5 Applications)							
Larvicide	4.0 Acres	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
Adulticide	65.7 Acres	\$ 10.62	\$ 0.82	\$ 10.62	\$ 0.82	\$ 10.62	\$ 0.82
		\$ 844.77	\$ 105.91	\$ 844.77	\$ 105.91	\$ 844.77	\$ 105.91
Application Cost		\$ 950.69		\$ 950.69		\$ 950.69	
Estimated Total Cost Proposal C		\$ 4,753.44		\$ 4,753.44		\$ 4,753.44	
PROPOSAL D							
CEMETERIES (2 Applications)							
Adulticide	9.8 Acres	\$ 61.32	\$ 0.82	\$ 61.32	\$ 0.82	\$ 61.32	\$ 0.82
		\$ 600.94	\$ 8.04	\$ 600.94	\$ 8.04	\$ 600.94	\$ 8.04
Application Cost		\$ 608.97		\$ 608.97		\$ 608.97	
Estimated Total Cost Proposal D		\$ 1,217.94		\$ 1,217.94		\$ 1,217.94	
PROPOSAL E							
SYLVAN GLEN GOLF COURSE (5 Applications)							
Larvicide	21.1 Acres	\$ 36.75	\$ 13.01	\$ 36.75	\$ 13.01	\$ 36.75	\$ 13.01
Adulticide	23.5 Acres	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82
		\$ 1,179.39	\$ 293.78	\$ 1,179.39	\$ 293.78	\$ 1,179.39	\$ 293.78
Application Cost		\$ 1,473.17		\$ 1,473.17		\$ 1,473.17	
Estimated Total Cost Proposal E		\$ 7,365.86		\$ 7,365.86		\$ 7,365.86	
PROPOSAL F							
SANCTUARY LAKE GOLF COURSE (5 Applications)							
Larvicide	2.2 Acres	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
Adulticide	26.0 Acres	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82
		\$ 527.81	\$ 49.94	\$ 527.81	\$ 49.94	\$ 527.81	\$ 49.94
Application Cost		\$ 577.75		\$ 577.75		\$ 577.75	
Estimated Total Cost Proposal F		\$ 2,888.77		\$ 2,888.77		\$ 2,888.77	
Estimated Total Cost Proposals A-F		\$35,945.97		\$35,945.97		\$35,945.97	

VENDOR NAME:

Custom Lawn Care

Flint, MI

Check #

#1218704

Check Amt

\$2,000.00

UNIT PRICES SHALL BE QUOTED BY THE COST/UNIT OF MEASURE (ACRE, MILE, BASIN)/APPLICATION for each year of service, with the exception the briquettes which shall be quoted on a per unit basis per year.

		Larvicide (as specified) : Vecto Bac GS Adulticide (deviation) : Duet					
		2013		2014		2015	
EST QTY							
PROPOSAL G:							
Altosid XR Briquettes	200	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45
		\$ 110.00	\$ 690.00	\$ 110.00	\$ 690.00	\$ 110.00	\$ 690.00
Estimated Total Cost Proposal G		\$800.00		\$800.00		\$800.00	
Estimated Grand Total Proposal		\$36,745.97		\$36,745.97		\$36,745.97	
Estimated Grand Total Proposal 3 Years.		\$110,237.91					

SITE INSPECTION:	Y/N	Yes - August 2015
	Date	
CONTACT INFORMATION	Hrs.	M-F 8:00 am - 7:00 pm
	Phone	(810) 730-9150
COMPLETION SCHEDULE:	Can Meet	X
	Cannot Meet	
ALL OR NONE AWARD:	Y/N	Yes
REFERENCES:	Y/N	Yes
INSURANCE:	Can Meet	Yes
	Cannot Meet	
PESTICIDE LICENSE:	Y/N	Yes
MSDS SHEETS:	Y/N	Yes
ACKNOWLEDGEMENT:		Yes
PAYMENT TERMS:	Y or N	Net 30
EXCEPTIONS:		None
GENERAL QUESTIONNAIRE:		Yes



CITY COUNCIL AGENDA ITEM

Date: March 17, 2016

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
Timothy Richnak, Public Works Director
Kurt Bovensiep, Public Works Manager

Subject: Standard Purchasing Resolution 2: Award To Sole Bidder meeting Specifications - Mosquito Control

History

- The Parks Division is responsible for the maintenance of all municipal property including the control of pests. Park patrons, golf course participants, and property owners abutting some City of Troy maintained retention ponds have become accustomed to using these facilities with limited nuisances like mosquitoes.
- The objective of mosquito control is not to eradicate all mosquitoes but to limit the population to a tolerable threshold. The control targets both mosquito larva and adult mosquitoes.
- Oakland County Department of Health and Human Services currently has a program that allows the City of Troy to seek reimbursement up to \$18,531.93 for the control of mosquito larva, which is an approximate increase of \$7,000 from previous years.
- Although Oakland County Department of Health and Human Services recommends the best form of protection from mosquitoes is personal protection products, these control efforts will decrease the mosquito population at some of our facilities.

Purchasing

On March 3, 2016 a bid opening was conducted as required by City Charter/Code and bids were received at the City's request from firms interested in providing seasonal requirements Mosquito Control. Companies were notified via the Michigan Intergovernmental Trade Network (MITN); www.mitn.info. 141 vendors were notified via the MITN website. One (1) bid response was received. Below is a detailed summary of the vendor responses.

Companies notified via MITN	141
Troy Companies notified via MITN	5
Troy Companies notified Active email Notification	5
Troy Companies - Active Free	0
Companies that viewed the bid	13
Troy Companies that viewed the bid	0

MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.

Active MITN members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.



CITY COUNCIL AGENDA ITEM

Purchasing (continued)

After reviewing the proposal and researching the products proposed, *Custom-Lawn Care of Flint, MI* was the sole bidder meeting specifications and is being recommended for mosquito control using products Vecto Bac GS for mosquito larva and Duet for adult mosquitoes at unit prices identified in the attached bid tabulation.

Financial

Funds for mosquito control are budgeted in the Parks Division and Streets and Drains Division operating budgets.

Recommendation

City management recommends awarding a three (3) year contract to provide Mosquito Control to the following lowest responsible bidder; *Custom Lawn Care of Flint, MI* at unit prices as contained in the attached bid tabulation for an estimated total annual cost of \$36,745.97, with the recognition that this estimate may increase but not to exceed budgetary limitations. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates and all other specified requirements.

VENDOR NAME:

Custom Lawn Care

Flint, MI

Check #

#1218704

Check Amt

\$2,000.00

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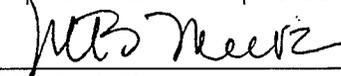
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PROPOSAL G:	EST QTY						
<u>Altosid XR Briquettes</u>	200	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45
		\$ 110.00	\$ 690.00	\$ 110.00	\$ 690.00	\$ 110.00	\$ 690.00
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	Date	
CONTACT INFORMATION	Hrs.	M-F 8:00 am - 7:00 pm
	Phone	(810) 730-9150
COMPLETION SCHEDULE:	Can Meet	X
	Cannot Meet	
ALL OR NONE AWARD:	Y/N	Yes
REFERENCES:	Y/N	Yes
INSURANCE:	Can Meet	Yes
	Cannot Meet	
PESTICIDE LICENSE:	Y/N	Yes
MSDS SHEETS:	Y/N	Yes
ACKNOWLEDGEMENT:		Yes
PAYMENT TERMS:	Y or N	Net 30
EXCEPTIONS:		None
GENERAL QUESTIONNAIRE:		Yes

BOLDFACE TYPE DENOTES SOLE BIDDER

PROPOSAL - Three-Year Requirements of Mosquito Control

ATTEST:
 Susan Riesterer
 Enna Bachelor
 Ashely Levin

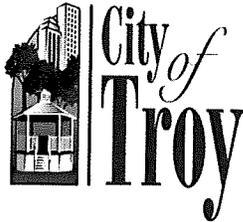

 MaryBeth Murz,
 Purchasing Manager

STANDARD PURCHASING RESOLUTION 2 – Sole Bidder Meeting

Specifications -

RESOLVED, That Troy City Council hereby **AWARDS** a three (3) year contract for Mosquito Control to the sole bidder meeting specifications; *Custom Lawn Care of Flint, MI* for Proposals A-G at unit prices contained on the bid tabulation, which opened March 3, 2016, a copy of which shall be ATTACHED to the original Minutes of this meeting, with the contract expiring December 31, 2018 for an estimated total annual cost of \$36,745.97; not to exceed budgetary limitations.

BE IT FURTHER RESOLVED, That the contract is contingent upon contractor's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.



**CITY OF TROY
BID PROPOSAL**

ITB-COT 16-11
Page 1 of 8

The undersigned proposes to furnish **THREE-YEAR REQUIREMENTS OF MOSQUITO CONTROL** in accordance with the specifications and maps attached hereto and to be considered an integral part hereof, at the following prices:

COMPANY NAME: _____

Instruction to Bidders (2 Pages)	Contract Documents/ Forms (4 Pages)
Bid Proposal (8 Pages)	Maps – Mosquito Control (15 Pages)
Vendor Questionnaire (1 Page)	Insurance Certificate (2 Page)
Specifications – Mosquito Control (5 Pages)	Statement of No Bid (1 Page)
Public Act 57 (2 Pages)	

PROPOSAL:

The undersigned as bidder declares that he/she having examined the specifications with related documents and the sites of the proposed work, and being familiar with all of the conditions surrounding the application of the proposed work, including availability of materials and labor, hereby proposes to furnish all labor, tools, support equipment (trucks, trailers, sprayers, etc.), transportation and materials to complete the project in accordance with the contract documents, within the time set forth therein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the contract documents, of which this Proposal is part.

IMPORTANT:

Unit prices shall be quoted by the COST / UNIT OF MEASURE (acre, mile, basin) / APPLICATION for each designated year of service, with the exception of the briquettes which shall be quoted on a per unit basis per year.

Mosquito Control								
Proposals	Product Type	Estimated Acreages	Unit Pricing					
			Cost Per Acre per Application					
			2016		2017		2018	
			Labor	Product	Labor	Product	Labor	Product
Proposal A- Retention Ponds	Larvicide	5.6	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
	Adulticide	10.2	\$ 14.36	\$ 0.82	\$ 14.36	\$ 0.82	\$ 14.36	\$ 0.82
Proposal B- Parks	Larvicide	38.3	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
	Adulticide	290.1	\$ 4.71	\$ 0.82	\$ 4.71	\$ 0.82	\$ 4.71	\$ 0.82
Proposal C- Misc. Municipal Sites	Larvicide	4	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
	Adulticide	65.7	\$ 10.62	\$ 0.82	\$ 10.62	\$ 0.82	\$ 10.62	\$ 0.82
Proposal D- Cemeteries	Adulticide	9.8	\$ 61.32	\$ 0.82	\$ 61.32	\$ 0.82	\$ 61.32	\$ 0.82
Proposal E- Sylvan Glen Golf Course	Larvicide	21.1	\$ 36.75	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
	Adulticide	23.5	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82
Proposal F- Sanctuary Lake Golf Course	Larvicide	2.2	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01	\$ 36.76	\$ 13.01
	Adulticide	26	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82	\$ 17.19	\$ 0.82
Proposal G- Park Catch Basins	Larvicide Briquette	# of basins 200	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45	\$ 0.55	\$ 3.45

EXTENSIONS:

The City of Troy Purchasing Department will make the extensions to calculate the cost per application which equals (labor + product) x estimated number of acres/basins; the yearly totals and the entire contract total.

UNIT PRICES:

Unit prices prevail. The City of Troy will correct all mathematical errors.

ESTIMATED QUANTITIES:

Quantities listed are estimated and not guaranteed, but are to be used for award purposes only. The City may add or delete acreage or number of catch basins at its option without invalidating the original contract.

INFORMATION:

Additional general information or questions about this project, please contact **Kurt Bovensiep** Public Works Manager at 248-524-3489 or at k.bovensiep@troymi.gov. Mr. Bovensiep is the City's designated representative for this project.

DESIGNATED CITY REPRESENTATIVE:

Kurt Bovensiep, Public Works Manager is the designated City representative for this project.

SITE INSPECTION:

Bidders should examine example sites 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 errors or omissions in his/her bid proposal. Contact **Kurt Bovensiep**, Public Works Manager at 248-524-3489 or k.bovensiep@troymi.gov between the hours of 8:00 a.m. to 4:00 p.m., Monday through Friday.

() Our company visited the locations on August 2015

() Our company did not visit the sites.

DOWNPAYMENTS AND PREPAYMENTS:

Any bid submitted which requires a down payment or prepayment for services prior to performance and acceptance, as being in conformance with specifications will not be considered for award. No payments will be made until work/ service is performed to the satisfaction of the authorized City representative.

CONTACT INFORMATION:

Hours of Operation: 8am-7pm M-F Email Address: Bob@SprayMyLawn.com

24 Hr. Phone No. 810-730-9150

AWARD:

The evaluation and award of this bid shall be a combination of factors including, but not limited to: bid price, professional competence, references, submission of MSDS sheets, and the correlation of the proposal submitted to meeting the needs of the City of Troy. The City of Troy reserves the right to award this bid to the lowest responsible bidder for each proposal or to combine proposals for all three years or for each year whatever is deemed to be in the City of Troy's best interest and reserves the right to reject low bids which have major deviations from specifications; to accept a higher bid which has only minor deviations.

COMPANY NAME: Custom Lawn Care

Please state the amount of work that your company can certify to be completed within the time allowable:

- 100% of the contract
 Partial Contract:
- PROPOSAL (A)
 - PROPOSAL (B)
 - PROPOSAL (C)
 - PROPOSAL (D)
 - PROPOSAL (E)
 - PROPOSAL (F)
 - PROPOSAL (G)

LOCAL PREFERENCE:

The City of Troy reserves the right to award a contract to a local business, one which pays City of Troy taxes (real and/or personal), if the bid of a local vendor is within 5% of the lowest responsive and responsible non-local bidder, then the local vendor is given one chance to match the low bid.

LAWS:

All applicable State of Michigan and Federal laws, City and County ordinances, licenses and regulations of all agencies having jurisdiction shall apply to the award throughout and incorporated herein by reference.

BID DEPOSIT AND FORFEITURE:

The bid deposit of the lowest bidder shall be forfeit if, after bid opening, a change in the bid price or other provision of the bid is required by the bidder that is prejudicial to the interest of the City of Troy or fair competition.

CONTRACT FORMS:

Bidders should complete the Agreement, Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment forms and the Certification regarding "Iran-Linked Business" and return with your bid proposal. Sole Proprietors must include the Worker's compensation Release Form as well.

PUBLIC ACT 57:

Public Act 57 requires contractors to provide certain notices to governmental entities concerning improvements on real property; to allow for modifications of contracts for improvement of real property; to provide for remedies; and to repeal acts and parts of acts. This contract shall comply with all applicable provisions of Public Act 57 [a copy of the act is attached for reference (2 pages)].

SUBCONTRACTORS:

The undersigned shall submit a list of proposed subcontractors, if applicable, for approval by the designated City representative. 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.

PURCHASE ORDER(S):

After the Troy City Council has approved the award recommendation and acceptable insurance is on file; the successful bidder will receive a purchase order issued from the City of Troy, which will create a bilateral contract between the City of Troy and the successful bidder. The purchase order shall commit the bidder to perform the contract in accordance with specifications. A contract document will not be issued.

COMPANY NAME: Custom Lawn Care

INVOICES:

The contractor shall submit to the designated City representative detailed invoices that include minimally the purchase order number, type and cost of product applied, cost of labor to apply product, and location(s) of the application. The Designated City representative reserves the right to review a prototype of the invoice for completeness prior to award. Invoices that are incomplete will not be paid until all requested/required information is submitted. Payments will be made monthly on the basis of the value of the work completed to date that is within the parameters of the specifications.

COMPLETION SCHEDULE:

The designated City representative shall approve the work schedule prior to the start of the project. His/her decision as to acceptability shall be deemed in the City of Troy's best interest. The City of Troy is the only party to this contract that may authorize amendment of this schedule.

Areas are to be treated with a larvicide and an adulticide once in **May, June, July, August, and September of 2016 and of each subsequent contract year.** Additional pesticide applications on all or part of subject areas may be requested. Cost per acre per application will hold for additional applications.

- () Our company can meet the completion schedule
() Our company cannot meet the completion schedule but offers:

REFERENCES:

The City of Troy requires that your company list at least three (3) clients who have recently had similar work performed by your company during the past three years. Please include the City of Troy as a reference, if the work was similar in nature to this project.

COMPANY: City of Troy
ADDRESS: 4695 Rochester Rd Troy, MI
PHONE: 248-524-3392 CONTACT: Kurt Bovensiep
EMAIL: k.bovensiep@troymi.gov

COMPANY: City of Sterling Heights
ADDRESS: 40555 Utica Rd Sterling Heights, MI 48313
PHONE: 586-446-2442 CONTACT: James Buhinger
EMAIL: ap@sterling-heights.net

COMPANY: White Chapel Cemetery
ADDRESS: 621 W Long Lake Rd Troy, MI 48098
PHONE: 248-362-7683 CONTACT: Steve
EMAIL: _____

CONTRACT TERMINATION:

The City of Troy shall reserve the right to terminate the contract upon 30 days written notice due to poor performance. The City of Troy designated representative will be solely responsible for determining acceptable performance levels. His/her decision will be deemed in the City of Troy's best interest and will be final. The City of Troy reserves the right to re-award the contract to the next low bidder or re-bid the contract.

TERMINATION FOR CONVENIENCE:

The City may cancel the contract for its convenience, in whole or in part, by giving the contractor written notice 30 days prior to the date of cancellation. If the City chooses to cancel this contract in part, the charges payable under this contract shall be equitably adjusted to reflect those services that are cancelled.

COMPANY NAME: Custom Lawn Care

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 proposal being completed incorrectly.

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 in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Troy.

INSURANCE VERIFICATION:

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

WORKERS' COMPENSATION INSURANCE, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

COMMERCIAL GENERAL LIABILITY INSURANCE on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

AUTOMOBILE LIABILITY, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

ADDITIONAL INSURED:

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be **Additional Insureds:** The City of Troy including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of Troy as additional insured, coverage afforded is considered to be primary and any other insurance the City of Troy may have in effect shall be considered secondary and/or excess.

CANCELLATION NOTICE:

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Troy Purchasing Manager
500 West Big Beaver
Troy, MI 48084

PROOF OF INSURANCE COVERAGE:

The Contractor shall provide the City of Troy, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested. If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Troy at least ten (10) days prior to the expiration date.

COMPANY NAME: Custom Lawn Care

LETTER VERIFICATION:

The recommended bidder will be notified to submit a letter from the *insurance agent or carrier* that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at this time at his/her option. ***The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable.*** This process will occur before presentation of the award recommendation to the Troy City Council.

FINAL INSURANCE CERTIFICATE SUBMISSION:

After approval by Troy City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) business additional days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Troy reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

1. **MANDATORY REQUIREMENT:** THE SUCCESSFUL BIDDER(S) MUST PROVIDE ONE OF THE FOLLOWING ALTERNATIVES (either A or B or C)
 - A. Environmental Impairment Liability Coverage: \$ 1,000,000 Limits; or
 - B. A letter from the general liability carrier indicating that environmental exposures are covered under the general liability coverage; or
 - C. A letter from the insurance company indicating that the work to be performed by their client is not considered an environmental liability exposure.

Our company will provide Alternate: A or ^XB or C (Circle one)

2. **NON-MANDATORY REQUIREMENT: PER PROJECT AGGREGATE LIMIT ENDORSEMENT**
The City of Troy would prefer that a per project aggregate limit endorsement be included on the insurance certificate obtained by the successful bidder(s).

- () Our company can obtain the coverage at an additional cost of \$ _____ for coverage explained below: _____
- () Our company cannot obtain this coverage at any cost.

COMPANY NAME: Custom Lawn Care

DEVIATION FROM SPECIFICATIONS SECTION

<p><i>Proposed Product(s)</i> _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____ <input type="radio"/> See attached</p> <p><input type="radio"/> <i>MSDS Sheet(s) attached to bid</i> <input type="radio"/> Sample of label(s) attached to bid</p> <p><i>Reason for Proposed Alternative(s)</i> _____</p> <p>_____</p> <p>_____</p> <p>_____ <input type="radio"/> See attached</p>

APPROVED ALTERNATES:

The City of Troy's designated department representative or his/her designees will review all items submitted for consideration as approved alternates. Their decision as to acceptability will be deemed in the City of Troy's best interest and will be final.

COMPANY NAME: Custom Lawn Care

SIGNATURE PAGE

PRICES: Prices shall remain firm for 60 days or bid award, whichever comes first except the successful bidder(s) whose prices shall remain firm for the entire contract period. The contract shall commence on the date of award or April 1, 2016, whichever is later, and continue for three calendar years expiring December 31, 2018. The City of Troy may terminate this contract for convenience if in its best interest with written notice at least thirty (30) days in advance.

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 addenda as issued.

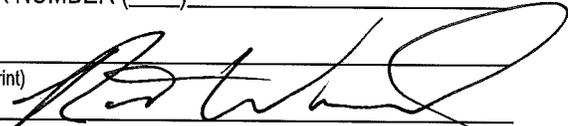
TAX ID: 38-2835721

COMPANY Custom Lawn Care

ADDRESS 5289 N Genesee Rd CITY Flint STATE MI ZIP 48506

TELEPHONE NUMBER (810) 736-3214 FAX NUMBER (810) 736-3693

REPRESENTATIVE NAME: Robert Ward

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: (Print) 

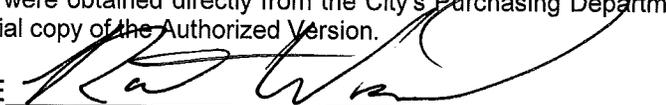
PAYMENT TERMS: Net 30 EMAIL: Bob@SprayMyLawn.com

DELIVERY: AS SPECIFIED WARRANTY: 2 Weeks

EXCEPTIONS: Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reasons for the exception, deviation, etc. are an integral part of this bid offer.

ACKNOWLEDGEMENT:

I, Robert Ward, certify that I have read the **Instructions to Bidders (2 Pages)** and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, www.mitn.info and is an official copy of the Authorized Version.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE 

IMPORTANT: All City of Troy purchases require a MATERIAL SAFETY DATA SHEETS, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of relevant MSDS at the time of bid submission.

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

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

**CITY OF TROY
 BIDDER'S GENERAL QUESTIONNAIRE
 MOSQUITO CONTROL**

Please provide the following information regarding your bid proposal.

1. State number of years' experience in this work: 28

2. List three (3) references that you have contracted with during the past year for this type of work. Include name of organization, contact person, telephone number, and email address:

ORGANIZATION	CONTACT PERSON	TELEPHONE NUMBER	EMAIL
White Chapel	Steve	248-362-7683	
City of Sterling Heights	James	586-446-2741	ap@sterling-heights.net
Bloomfield Twp	Deen	248-431-0022	kcooke@bloomfieldtwp.org

3. State formal name and legal status of bidder, whether corporation, partnership, or individual. A corporation bidder shall give the state in which incorporated, a partnership bidder shall give all the names of the partners.

Custom Personalized Lawn Care Inc., Corportation

4. List all equipment owned by your firm that would be used for this contract - include quantity, make, model number and year. (List attached and marked _____ for identification.)

2 2015 Chevrolet Silverado 2500HD, 4 2010 Maruyam MD155DX Mister/Duster
1 Leco ULV P-1 Fogger, 1 2010 Clarke Grizzly Truck Mounted Sprayer

5. List of Personnel from the firm who would be assigned to this account along with a list of their certifications.

Don Poppenfuse 3a, 3b, 6, 7a, 7f Bob Ward 3a, 3b, 6, 7a, 7f
Mark Convis 3a, 3b, 6, 7a, 7f

6. Does your Company have a Pesticide Application License? Y X or N___ (If your Company does, please include a copy and attach it to the bid proposal at the time of submission.)

8. Does your company propose to use subcontractors? If so, state their name and the work to be performed .

N/A

COMPANY NAME: Custom Lawn Care