



CITY COUNCIL ACTION REPORT

November 15, 2011

TO: John Szerlag, City Manager

FROM: Susan A. Leirstein, Purchasing Director
Timothy Richnak, Public Works Director

SUBJECT: Standard Purchasing Resolution 1: Award To Low Bidders- Snow Removal Services
Home Chore Program and Public Sidewalks

Background

On November 11, 2011, the City of Troy received bids for ITB-COT 11-24, seasonal requirements of snow removal services for municipal sidewalks (Proposal A), Code Enforcement tasks (Proposal B), and the Home Chore Program (Proposal C) with an option to renew for one (1) additional season. 224 vendors were notified of the solicitation through the City's e-procurement website – www.mitn.info – Two (2) bid responses were received.

City in-house staff previously performed the snow and ice removal service for municipal owned property sidewalks. These staff members will now assist in the major and local road snow and ice removal operations creating a need to contract for sidewalks. The Troy Home Chore Program assists qualified individuals with the removal of snow and ice from driveways and sidewalks. The Troy Home Chore Program exclusively uses Community Development Block Grant (CDBG) funds for this service. The task of the Code Enforcement department during snow events is to ensure the public can safely access public sidewalks. After a snow event, the Code Enforcement department may require the use of a contractor to clear the snow and ice from noncompliant property and seek reimbursement for the required services from the property owner(s).

Recommendation

City management recommends awarding the seasonal requirements of snow removal services for the City of Troy Home Chore Program and public sidewalks with an option to renew to the low total bidder, MVP Environmental, LLC of Troy as the primary contractor for all three (3) proposals, and Brantley Development LLC of Westland, as secondary contractor for code enforcement and the home chore program, to be used in the event the primary contractor is unable to provide the services as needed. The awards are contingent upon the recommended bidders' submission of proper bid and contract documents, including insurance certificates, and all other specified requirements.

Fund Availability

Funds are budgeted and available in the Parks, Streets and Drains, Community Affairs, and Code Enforcement contractual service accounts.

Prepared by: Kurt Bovensiepe, Superintendent of Parks, Streets, and Drains

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 VENDOR NAME:

MVP Environmental LLC

Brantley Development LLC

Primary

Secondary

Proposal (A): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions	\$.039/LF		No Bid	
2	Three (3) inches to Six (6) inches	\$.039/LF	\$.1205/LF		
3	Greater than Six (6) inches	\$.039/LF	\$.1656/LF		

Proposal (B): Code Enforcement per Call Basis

Item	Description	Cost	Cost
1	Price for Snow / Ice Removal	\$ 25.00/Hour	\$ 65.00/Hour w/terms \$ 63.70
2	Price for Salting per each Service Call	\$ 12.50/Call Out	\$ 10.00/Call Out w/terms \$ 9.80

Proposal (C): Snow Removal Services for the Home Chore Program

Est #	Description	Snow Removal Per Call	Salting Per Call	Snow Removal Per Call	Salting Per Call
85	Snow Removal and/or Salting at Residential City of Troy Homes	\$18.00	\$4.00	\$ 18.00	\$ 5.00

SITE VISITS: Proposal A: Y/N
 Date

Yes
 November 1, 3, 6, 2011

No

INSURANCE: Can Meet
 Cannot Meet

XX

XX

PAYMENT TERMS:

Net 15

2% 10 days

ALL OR NONE AWARD Y/N

N

N

EXCEPTIONS:

Blank

Blank

ACKNOWLEDGEMENT: Signed

Yes

Yes

VENDOR QUESTIONNAIRE: Y/N

Y

Y

FORMS: Legal Status Y/N
 Non-Collusion Y/N
 Indemnification Y/N
 Sole Proprietor Y/N

Y

Y

Y

Y

Y

Y

Y

Y

ATTEST:

BOLDFACE TYPE DENOTES RECOMMENDED BIDDERS

Kurt Bovensiep

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Susan Leirstein

Susan Leirstein CPPO CPPB

Purchasing Director