



CITY COUNCIL ACTION REPORT

July 3, 2012

TO: Michael W. Culpepper, Acting City Manager

FROM: Susan A. Leirstein, Purchasing Director
Timothy L. Richnak, Public Works Director
Steven A. Pallotta, Building Operations Director

SUBJECT: Standard Purchasing Resolution 1: Award to Low Total Bidder – Custodial Supplies

Background

On June 14, 2012, formal bids were received to provide one (1) year requirements of custodial supplies. 108 vendors were notified via the MITN website with five (5) responsive bids received. One additional response was disqualified as the bidder did not guarantee pricing for one-year as specified.

Empire Equipment and Supply Co is the lowest bidder overall for the ten custodial supply items that were bid. Several items bid by other vendors did not meet the size requirements of our dispensers as listed in the bid document, and therefore were disqualified on that item. The contract is being recommended for award to the low total bidder, as minimum shipping requirements to multiple vendors would force the City to order more than what was actually needed.

The award is contingent upon the recommended bidders' submission of proper contract and bid documents, including insurance certificates and all other specified requirements.

Recommendation

City management recommends awarding the one (1) year contract to furnish custodial supplies as needed to the low total bidder, Empire Equipment and Supply Co of Detroit, Michigan for an estimated total cost of \$28,223.15 at unit prices contained on the attached bid tabulation to expire June 30, 2013.

Fund Availability

Funds are available in the various departmental operating budgets for Custodial Supplies

Opening Date -- 06/14/12
Date Reviewed -- 07/2/12

CITY OF TROY
BID TABULATION
CUSTODIAL SUPPLIES

VENDOR NAME:

Empire Equipment & Supply Co.	Apac Paper and Packaging	Hercules & Hercules Inc.	Nichols
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ITEM	EST QTY (CS)	NUMBER PER CASE	DESCRIPTION	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE
1.	400	96 rolls	2 Ply Toilet Tissue, 4.5" W X 3"-3.5" Diam.	VONDREHLE \$ 30.45	RESPONSE \$ 31.23	CASCADES 80 ROLLS \$ 33.35	SCA TM 1616 \$ 33.81
2.	600	4,000 ea	Unbleached Multi-fold Towels, 9.25"x9.516"	VONDREHLE \$ 15.00	RESPONSE DMS - SIZE \$ 13.86	GEORGIA PACIFIC \$ 16.47	SCA MK520A \$ 15.06
3.	50	4 Gal/cs	Antibacterial Hand Soap	SIMONIZ \$ 18.18	BETCO \$ 51.60	GOJO \$ 33.50	MIDLAB 027400-41 \$ 41.76
4.	50	6 Gal/cs	Liquid Bleach	SUNBRITE \$ 8.86	CLOROX 96 OZ \$ 14.25	SUNBRITE \$ 10.00	KIKBLEACH6 \$ 10.35
5.	180	6 rolls/cs	Unbleached Roll Towels 8" x 800'	VONDREHLE \$ 16.00	RESPONSE \$ 16.75	GEORGIA PACIFIC \$ 20.00	SCA RK8002 \$ 17.95
6.	10	250/pkg 20/cs	Toilet Seat Covers 14 7/8" x 10" dim	HOSP \$ 37.00	HOSP. SPEC. \$ 42.00	IMPACT DMS - SIZE \$ 29.80	ROCHESTER RRM 25177673 DMS - SIZE \$ 29.55
7.	40	12 cans/cs	Mist Air Freshener Can Dim 5 1/2" with nozzle	CHASE - 7oz \$ 30.94	CLAIRE 15 OZ \$ 38.50	CHASE - 7oz \$ 30.50	CLAIRE #112 \$ 47.68
8.	5	250/cs	Wax bags/sanitary napkin disp 9" x 10 1/2" x 3"	HOSP \$ 14.16	HOSP. SPEC. \$ 19.35	HOSPECO \$ 20.00	ROCHESTER RRM 25121298 \$ 15.65
9.	25	50#/bx	Laundry Detergent	SIMONIZ \$ 23.53	ARROW CHEMICAL \$ 57.60	ARROW AWS \$ 53.00	MIDLAB LP4101 \$ 42.05
10.	25	12 rolls/cs	Xlarge Toilet Tissue Rolls 9" x 1000' (Parks)	VONDREHLE \$ 21.78	RESPONSE-1000' ROLL \$ 19.70	GENERAL PAPER-1000' \$ 19.75	SCA TJ0922A \$ 25.57
ESTIMATED GRAND TOTAL FOR ALL ITEMS				\$ 28,223.15	\$ 31,104.75	\$ 32,433.75	\$ 32,367.95
DELIVERY: Minimum shipment: (\$ Amount or Case Qty)				\$ 300.00	\$ 200.00	\$ 200.00	\$ 500.00
CONTACT INFO: Hrs of Operations 24 Hr Phone # Fax #				8-5 pm (248) 470-7213 (313) 366-0706	8-5 (313) 982-6400 (313) 982-9900	8-5 (313) 930-0554 (313) 933-1801	8-5 pm (800) 442-0213 (231) 799-3550
DESCRIPTIVE LITERATURE: Attached Y or N				Y	Y	Y	Y
INSURANCE: Can meet Cannot meet				xx	xx	xx	xx
PAYMENT TERMS:				Net 30	Net 30	30 days Net	Net 25
WARRANTY:				Mfg	100% cust satisfaction	Mfr	Blank
EXCEPTIONS:				Blank	Listed in Bid	Listed in Bid	Blank
ALL OR NONE AWARD - Box <input checked="" type="checkbox"/> Y or N				N	N	N	N
ACKNOWLEDGEMENT: Signed Y or N				Yes	Yes	Yes	Yes

DMS:
Lower Huron Supply - Prices were not guaranteed for one year as specified.

PROPOSAL: One (1) Year Requirements of Custodial Supplies

ATTEST:
Susan Riesterer
MaryAnn Hays
Susan Leirstein

HIGHLIGHTED AREA DENOTES LOW TOTAL BIDDER

Susan Leirstein CPPO CPPB
Purchasing Director

Opening Date -- 06/14/12
 Date Reviewed -- 07/2/12

CITY OF TROY
 BID TABULATION
 CUSTODIAL SUPPLIES

VENDOR NAME:

Unique Products			
& Service Inc.			

ITEM	EST QTY (CS)	NUMBER PER CASE	DESCRIPTION	MANUF/BRAND	CASE PRICE		
				Gen 500			
1.	400	96 Rolls	2 Ply Toilet Tissue, 4.5" W X 3"-3.5" Diam.	\$	40.50		
				BWK 6202			
2.	600	4,000 ea	Unbleached Multi-fold Towels, 9.25"x9.516"	\$	17.71		
				ANTIBACTERIAL 6 GAL/CS			
3.	50	4 Gal/cs	Antibacterial Hand Soap	\$	69.68		
				CLOROX C10 02490			
4.	50	6 Gal/cs	Liquid Bleach	\$	13.99		
				BWK 16 GREEN			
5.	180	6 rolls/cs	Unbleached Roll Towels 8" x 800'	\$	29.68		
				BWK K2500 - 250/pkg => 10PKS/CASE			
6.	10	250/pkg 20/cs	Toilet Seat Covers 14 7/8" x 10" dim	\$	45.50 = 2x\$22.75		
				TIME MIST REFILLS			
7.	40	12 cans/cs	Mist Air Freshener Can Dim 5 1/2" with nozzle	\$	42.84		
				HOS 260 KRAFT-500/CS			
8.	5	250/cs	Wax bags/sanitary napkin disp 9" x 10 1/2" x 3"	\$	18.56		
				BE55050 BETCO CLASSIC			
9.	25	50#/bx	Laundry Detergent	\$	43.66		
				BWK 19 GREEN 1000'			
10.	25	12 rolls/cs	Xlarge Toilet Tissue Rolls 9" x 1000' (Parks)	\$	41.18		
ESTIMATED GRAND TOTAL FOR ALL ITEMS				\$	40,734.30		

DELIVERY: Minimum shipment:
 (\$ Amount or Case Qty)

\$	-		
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CONTACT INFO: Hrs of Operations
 24 Hr Phone #
 Fax #

7:30 - 4pm			
(734) 947-5603			
(734) 946-3594			

DESCRIPTIVE LITERATURE: Attached Y or N

N			
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INSURANCE: Can meet
 Cannot meet

xx			
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PAYMENT TERMS:

30 days			
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WARRANTY:

Returned if not satisfied			
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EXCEPTIONS:

Blank			
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ALL OR NONE AWARD - Box Y or N

N			
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ACKNOWLEDGEMENT: Signed Y or N

Yes			
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