February 21, 2005

TO: John Szerlag, City Manager

FROM: Jeanette Bennett, Purchasing Director
Charles Craft, Police Chief
William Nelson, Fire Chief
Timothy Richnak, Public Works Director

Subject: **Agenda Item:** Standard Purchasing Resolution 1: Award To Low Bidder – Vehicle Graphics

RECOMMENDATION

On Friday, November 5, 2004, bids were received to provide two-year requirements to install and/or purchase vehicle graphic material for the Police, Fire and Motor Pool departments with an option to renew for two additional years. City management recommends awarding the contract for Police and Fire to the low total bidder, Majik Graphics Inc., of Clinton Township, MI for an estimated annual cost of $14,726.00, at unit prices contained in the attached bid tabulation.

In addition, staff recommends rejecting Item 1b., as well as the Graphics Only portion of the bid for Motor Pool, Item #3. Alyko Enterprises LLC was the only bidder to provide a price for Item 1b. (1) Police undercover vehicle to be installed with letters and numbers only at $360.00 each, which is high; when Majik Graphics will do a complete vehicle for $275.00 each. If an undercover vehicle is purchased during the term of the contract, a price quote can be obtained for this one item.

An attempt was made to award the graphics portion of the bid for the Motor Pool department (Item 3.), but the low bidder for those items, Sava Graphics never provided samples of their work as requested. Therefore, informal price quotes will be taken for vehicle decals following standard purchasing procedures.

SUMMARY

The contract was awarded on a low total bid basis for consistency, conformity, and accurate vehicle identification. Majik Graphics Inc. has held this contract since 1995.

BUDGET

Funds are available in the various Police, Fire and DPW Vehicle Operating Accounts.

56 Vendors Notified via MITN System
3 Vendor Walk-Ins
5 Bid Responses Rec'd
2 No Bids: (1) Company requires a 50% deposit on all jobs over $1,000 to pay for materials.
(1) Company declined to bid, but requested to remain on the vendor list for future bids invitations.

Prepared by: Susan Leirstein, Purchasing Systems Administrator

Opening Date -- 11-5-04
Date Prepared -- 11/22/04

CITY OF TROY
VEHICLE GRAPHIC MATERIALS
BID TABULATION

PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND MOTOR POOL DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO YEARS

VENDOR NAME:			* MAJIK GRAPHICS INC		SAVA GRAPHICS		JL GEISLER CORP	
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Police Vehicle Graphics								
1.a.	20 ea	Police Vehicles	**$ 275.00**	**$ 5,500.00**	$ 465.00	$ 9,300.00	$ 412.00	$ 8,240.00
1.b.	1 ea	Police Undercover Vehicle (letter..	**RECOMMEND REJECTION - ITEM 1b.**					
1.c.	1 ea	Motorcycle -(Gold reflective)	**$ 110.00**	**$ 110.00**	$ 195.00	$ 195.00	$ 270.00	$ 270.00
1.d.	5 ea	Screen Change per unit	**N/A**		$ -	$ -	$ -	
		Sub-Total		**$ 5,610.00**		$ 9,495.00		$ 8,510.00
	COST FOR REPLACEMENT OF DAMAGED SECTIONS		**Material**	**Labor**	**Material**	**Labor**	**Material**	**Labor**
1.d.	14 ea	Front & Back Quarter Panel -either side	**$ 22.50**	**$ 25.00**	$ 38.00	$ 210.00	$ 30.00	$ 25.00
1.e.	14 ea	Rear Quarter Panel - either side	**$ 35.00**	**$ 25.00**	$ 15.00	$ 180.00	$ 30.00	$ 25.00
1.f.	24 ea	Doors - Front or Rear	**$ 38.00**	**$ 25.00**	$ 90.00	$ 180.00	$ 45.00	$ 30.00
1.g.	12 ea	Vehicle Front - Letters/Numbers	**$ 18.00**	**$ 18.00**	$ 15.00	$ 90.00	$ 16.00	$ 15.00
1.h.	12 ea	Vehicle Truck - Letters/Numbers	**$ 18.00**	**$ 18.00**	$ 15.00	$ 90.00	$ 16.00	$ 15.00
1.I.	10 ea	Vehicle Roof - Letters/Numbers	**$ 24.00**	**$ 18.00**	$ 15.00	$ 185.00	$ 20.00	$ 20.00
1.J.	12 ea	Labor Cost for removal of decals		**$ 95.00**		$ 250.00		$ 120.00
		Sub-Total		**$ 5,441.00**		$ 20,202.00		$ 5,924.00
	ADDITONAL ITEMS		**Material**	**Labor**	**Material**	**Labor**	**Material**	**Labor**
1.K.	4 ea	K-9 Markings	**$ 20.00**	**$ 10.00**	$ 15.00	$ 60.00	$ 18.00	$ 10.00
1.L.	2 ea	Motorcycle Tanks	**$ 30.00**	**$ 15.00**	$ 45.00	$ 75.00	$ 68.00	$ 30.00
1.M.	8 sets	12" Roof Numbers (set of 3)	**$ 24.00**	**$ 18.00**	$ 15.00	$ 185.00	$ 20.00	$ 20.00
1.N.	16 ea	American Flags	**$ 3.25**	**$ -**	$ 5.00	$ 30.00	$ 5.00	$ 2.00
		Sub-Total		**$ 598.00**		$ 2,700.00		$ 740.00
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Fire Vehicle Graphics								
2.a.	3 ea	Staff/Utility Vehicles	**$ 375.00**	**$ 1,125.00**	$ 285.00	$ 855.00	$ 458.00	$ 1,374.00
2.b.	1 ea	Fire Apparatus	**$ 820.00**	**$ 820.00**	$ 625.00	$ 625.00	$ 400.00	$ 400.00
2.c.	1 ea	Screen Charge	**$ -**	**$ -**	$ -	$ -	$ -	$ -
		Sub-Total		**$ 1,945.00**		$ 1,480.00		$ 1,774.00
	COST FOR REPLACEMENT OF DAMAGED SECTIONS		**Material**	**Labor**	**Material**	**Labor**	**Material**	**Labor**
2.d.	2 ea	Front & Back Quarter Panel -either side	**$ 35.00**	**$ 25.00**	$ 15.00	$ 120.00	$ 30.00	$ 25.00
2.e.	2 ea	Rear Quarter Panel - either side	**$ 44.00**	**$ 25.00**	$ 15.00	$ 120.00	$ 30.00	$ 25.00
2.f.	2 ea	Doors - Front or Rear	**$ 44.00**	**$ 25.00**	$ 75.00	$ 120.00	$ 45.00	$ 30.00
2.g.	2 ea	Vehicle Front - Letters/Numbers	**$ 24.00**	**$ 15.00**	$ 15.00	$ 120.00	$ 16.00	$ 15.00
2.h.	2 ea	Vehicle Rear Hatch-Letters/Numbers	**$ 24.00**	**$ 15.00**	$ 15.00	$ 120.00	$ 45.00	$ 30.00
2.I.	4 ea	Labor Cost for removal of decals		**$ 145.00**	$ 7.00	$ 220.00		$ 120.00
		Sub-Total		**$ 1,132.00**		$ 2,378.00		$ 1,062.00
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Motor Pool - Graphics Only			**RECOMMEND REJECTION - Graphics Only**					
3.a.	24 ea	Decals 8" - Dept Design	$ 28.00	$ 672.00	$ 10.00	$ 240.00	$ 23.00	$ 552.00
3.b.	12 ea	Decals 8" - Plain	$ 26.00	$ 312.00	$ 10.00	$ 120.00	$ 16.00	$ 192.00
3.c.	24 ea	Decals 16" - Dept Design	$ 46.00	$ 1,104.00	$ 16.00	$ 384.00	$ 48.00	$ 1,152.00
3.d.	12 ea	Decals 16" - Plain	$ 42.00	$ 504.00	$ 16.00	$ 192.00	$ 41.00	$ 492.00
3.e.	1 ea	Screen Charge - Dept Design	N/A	$ -	**$ -**	**$ -**	$ -	$ -
3.f.	1 ea	Screen Charge - Plain	N/A	$ -	**$ -**	**$ -**	$ -	$ -
		Sub-Total		$ 2,592.00		$ 936.00		$ 2,388.00

PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND MOTOR POOL DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO YEARS

Item	Description		Material	Material	Material
	VENDOR NAME:	*	**MAJIK GRAPHICS INC**	SAVA GRAPHICS	JL GEISLER CORP
General Decal Costs/Each					
4.a.	Letters/Numbers		**$ 0.45**	$ 0.10	$ 0.35
4.b.	Stripes		**$ 0.45**	$ 0.10	$ 0.15
4.c.	Shield Markings		**$ 0.45**	$ 0.15	$ 0.16
5.	Computerized "New" Vehicle Design		NO Charge	NO Charge	NO Charge
	ESTIMATED TOTAL COST:		* **$ 14,726.00**	$ 36,255.00	$18,010.00
	SITE INSPECTION:	Y/N	NO	YES	YES
		DATE	Current Contractor	October 13th	Oct 12/ 13
	CONTACT INFORMATION:	Hrs of Oper	8-5pm Mon-Fri	8-5pm	8-4:30pm
		Phone #	(586)354-8392	(248)376-7352	(586)574-1800
	INSURANCE:	Can Meet	XX	XX	XX
		Cannot Meet			
	TERMS:		NET 30	30-60 DAYS	NET 30
	WARRANTY:		LIFETIME OF VEHICLE OR 10 YEARS	FIVE YEARS	90 DP&L
	DELIVERY OF DECALS:		UPS	5 DAYS	2-3 WEEKS
	EXCEPTIONS:		NONE	BLANK	BLANK
	ACKNOWLEDGEMENT:	Y or N	YES	YES	YES
	Amendment/Addendum 1	Y or N	YES	NO	YES
	Amendment/Addendum 2	Y or N	YES	NO	YES

*** DENOTES LOW TOTAL BIDDER**

ATTEST:
Robert Rossman
MaryAnn Hays
Linda Bockstanz

Jeanette Bennett
Purchasing Director

VENDOR NAME:			ALYKO ENTERPRISES LLC		SIGNS & MORE	
PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND MOTOR POOL DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO YEARS						
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Police Vehicle Graphics						
1.a.	20 ea	Police Vehicles	$ 552.00	$11,040.00	$ 725.00	$ 14,500.00
1.b.	1 ea	Police Undercover Vehicle (letter..	$ 360.00		Blank	
			RECOMMEND REJECTION - ITEM 1b.			
1.c.	1 ea	Motorcycle -(Gold reflective)	$ 552.00	$ 552.00	$ 325.00	$ 325.00
1.d.	5 ea	Screen Change per unit	$ -		N/A	$ -
		Sub-Total		$11,592.00		$ 14,825.00
		COST FOR REPLACEMENT OF DAMAGED SECTIONS	**Material**	**Labor**	**Material**	**Labor**
1.d.	14 ea	Front & Back Quarter Panel -either side	$ 40.00	$ 80.00	$ 45.00	$ 50.00
1.e.	14 ea	Rear Quarter Panel - either side	$ 30.00	$ 80.00	$ 45.00	$ 50.00
1.f.	24 ea	Doors - Front or Rear (Front)	$ 45.00	$ 90.00	$ 75.00	$ 97.50
		(Rear)			$ 55.00	$ 50.00
1.g.	12 ea	Vehicle Front - Letters/Numbers	$ 25.00	$ 55.00	$ 25.00	$ 25.00
1.h.	12 ea	Vehicle Truck - Letters/Numbers	$ 25.00	$ 55.00	$ 25.00	$ 25.00
1.I.	10 ea	Vehicle Roof - Letters/Numbers	$ 20.00	$ 50.00	$ 50.00	$ 35.00
1.J.	12 ea	Labor Cost for removal of decals		$ 175.00		Blank
		Sub-Total		$11,180.00		$ 8,040.00
		ADDITONAL ITEMS	**Material**	**Labor**	**Material**	**Labor**
1.K.	4 ea	K-9 Markings	$ 30.00	$ 80.00	$ 15.00	$ 25.00
1.L.	2 ea	Motorcycle Tanks	$ 75.00	$ 100.00	$ 65.00	$ 90.00
1.M.	8 sets	12" Roof Numbers (set of 3)	$ 25.00	$ 55.00	$ 95.00	$ 45.00
1.N.	16 ea	American Flags	$ 20.00	$ 15.00	$ 25.00	$ 25.00
		Sub-Total		$ 1,990.00		$ 2,390.00
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Fire Vehicle Graphics						
2.a.	3 ea	Staff/Utility Vehicles	$ 672.00	$ 2,016.00	$ 890.00	$ 2,670.00
2.b.	1 ea	Fire Apparatus	$ 375.00	$ 375.00	$ 1,780.00	$ 1,780.00
2.c.	1 ea	Screen Charge	$ -	$ -	N/A	$ -
		Sub-Total		$ 2,391.00		$ 4,450.00
		COST FOR REPLACEMENT OF DAMAGED SECTIONS	**Material**	**Labor**	**Material**	**Labor**
2.d.	2 ea	Front & Back Quarter Panel -either side	$ 70.00	$ 80.00	$ 55.00	$ 50.00
2.e.	2 ea	Rear Quarter Panel - either side	$ 70.00	$ 80.00	$ 55.00	$ 50.00
2.f.	2 ea	Doors - Front or Rear (Front)	$ 85.00	$ 90.00	$ 93.50	$ 97.50
		(Rear)			$ 68.75	$ 50.00
2.g.	2 ea	Vehicle Front - Letters/Numbers	$ 50.00	$ 100.00	$ 18.00	$ 25.00
2.h.	2 ea	Vehicle Rear Hatch-Letters/Numbers	$ 50.00	$ 100.00	$ 45.00	$ 25.00
2.I.	4 ea	Labor Cost for removal of decals		$ 175.00		Blank
		Sub-Total		$ 2,250.00		$ 955.75
Item	**Qty.**	**Description**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Motor Pool - Graphics Only			**RECOMMEND REJECTION - Graphics Only -**			
3.a.	24 ea	Decals 8" - Dept Design	$ 22.00	$ 528.00	$ 45.00	$ 1,080.00
3.b.	12 ea	Decals 8" - Plain	$ 22.00	$ 264.00	$ 35.00	$ 420.00
3.c.	24 ea	Decals 16" - Dept Design	$ 52.00	$ 1,248.00	$ 65.00	$ 1,560.00
3.d.	12 ea	Decals 16" - Plain	$ 52.00	$ 624.00	$ 75.00	$ 900.00
3.e.	1 ea	Screen Charge - Dept Design	$ -	$ -	N/A	$ -
3.f.	1 ea	Screen Charge - Plain	$ -	$ -	N/A	0
		Sub-Total		$ 2,664.00		$ 3,960.00

VENDOR NAME:	ALYKO ENTERPRISES LLC	SIGNS & MORE

PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND MOTOR POOL DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO YEARS

Item	Description	Material	Material (Non-Reflective)	Material (Reflective)
General Decal Costs/Each				
4.a.	Letters/Numbers	$ 1.50	$ 0.70	$ 1.75
4.b.	Stripes	$ 1.50	$ 1.25	$ 2.75
4.c.	Shield Markings	$ 4.00	$ 1.25	$ 2.75
5.	Computerized "New" Vehicle Design	NO Charge	NO Charge	
	ESTIMATED TOTAL COST:	$29,403.00	$ 30,660.75	
	SITE INSPECTION: Y/N	YES	YES	
	DATE	10/8 &10/13/04	11/3/04	
	CONTACT INFORMATION: Hrs of Oper	8-5pm	9-5:30pm	
	Phone #	(248)515-3552	(248)250-2100	
	INSURANCE: Can Meet	+$4,500 DO NOT CARRY BUT CAN OBTAIN	BLANK	
	Cannot Meet	XX		
	TERMS:	NET 30 DAYS	NET 30	
	WARRANTY:	5YR PARTS & 1YR LABOR	5 YEARS	
	DELIVERY OF DECALS:	5 BUSINESS DAYS	5 BUSINESS DAYS	
	EXCEPTIONS:	BLANK	BLANK	
	ACKNOWLEDGEMENT: Y or N	YES	YES	
	Amendment/Addendum 1 Y or N	YES	NO	
	Amendment/Addendum 2 Y or N	YES	NO	

NO BIDS:
Images Unlimited
Michigan State Industries

Downloading History for ITB-COT 04-47CarGraphics

The report below shows all fax and e-mail vendors that matched this document when it was originally issued. It also shows all vendors that have downloaded or ordered the document and any subsequent amendments as of **2/21/2005.**

Document Title:	Install Graphics on City of Troy's Vehicles
Date Issued:	9/23/2004
Close Date:	11/5/2004
Date Amendment #1 was Issued:	10/13/2004
Date Amendment #2 was Issued:	10/19/2004

Click on the table headings for "Account Number" or "Company name" to re-sort this report by that column. You may also click on any vendor account number to view their account information.

Acct #	Company Name	Service	Date Obtained Document	Date Obtained Amendments
13702	Action Tech Networks	Free	10/11/2004	
16603	Ad-Tech Agency Inc.	E-mail		
18411	Air-Pro Heating & Cooling inc	Free	9/27/2004	
13234	ALYKO Enterprises LLC	Free	11/4/2004	#1 10/15/2004 #2 10/19/2004
19045	Ashley Quixign	E-mail	10/25/2004	#1 10/25/2004 #2 10/25/2004
12081	Avery Dennison	E-mail		
11771	Boulevard Graphics, LLC	E-mail	9/30/2004	
12856	CCH Incorporated	Free	9/28/2004	
19034	Commercial & Truck Transfer Signs Co.	Free		#1 10/21/2004 #2 10/21/2004
18261	DASCAN Industrial Controls	E-mail	9/23/2004	
13468	DESIGN GROUP	Free	9/27/2004	
14715	Ebon Group LLC	E-mail		
13905	Excell Landscaping	Free	9/24/2004	

12125	Flamingo Kid Signs, Inc.	E-mail	9/24/2004	
11444	Fudge Business Forms, Inc.	E-mail		
16907	Geodetic Designs Incorporated	Free	10/28/2004	#1 10/28/2004 #2 10/28/2004
17238	Gold-Mark Promotions	E-mail		
11951	Graphik Concepts, Inc.	E-mail	9/28/2004	
17186	Hatteras Printing, Inc.	E-mail	10/6/2004	
15849	HSI Technology Group	E-mail	10/12/2004	
17444	ImageNation Inc.	E-mail		
17579	Images Unlimited	E-mail	10/11/2004	#2 10/19/2004
11946	J.L. Geisler Corp.	Free	10/5/2004	#1 10/14/2004 #2 10/26/2004
11173	Jiffy Signs, Inc.	Free	10/15/2004	
14945	John Deere Landscapes	E-mail	10/12/2004	
18598	Lee Specialty Company	E-mail	9/24/2004	
17321	Lighthouse Graphic Services	E-mail	10/19/2004	
10508	LOWER HURON CHEMICAL & SUPPLY	E-mail	10/1/2004	#1 10/13/2004
14120	Majik Graphics Incorporated	E-mail	9/23/2004	#1 10/14/2004 #2 10/21/2004
18734	Matrix Printing Systems, Inc.	E-mail	10/13/2004	
19199	Metropolitan Conference & Event Resource Group, LL	Free	11/4/2004	#1 11/4/2004 #2 11/4/2004
11241	Michigan State Industries	Free	10/27/2004	#1 10/27/2004
17889	MK & Company	E-mail		
20032	Nash Photographic Inc.	E-mail	1/28/2005	#1 1/28/2005
18165	NorthTec Imaging	Free	9/29/2004	
18380	OccuMed3	E-mail		
16416	Perfect Impressions	Free	11/1/2004	#1 11/1/2004 #2 11/1/2004
14369	Perfect Promotion Inc.	E-mail		
18156	Performance Creative Resources, Inc.	E-mail	10/5/2004	
16390	Perma-Tech of Detroit	E-mail	10/21/2004	#1 10/21/2004 #2 10/21/2004

15097	Plasti-Fab, Inc.	E-mail	9/24/2004	
10093	Priority One Emergency	Free	9/29/2004	
13312	Public Safety Communications, LLC	E-mail	10/19/2004	#1 10/19/2004
15669	QFS Printing & Marketing	E-mail	10/5/2004	
15891	Quality Metal Images, Inc.	Free	9/28/2004	
16769	SHAHEEN CHEVROLET	Free	9/24/2004	
10606	Sign-A-Rama Brighton	E-mail		
11448	Signature Press, Inc.	E-mail		
18883	Signs & More	E-mail	1/23/2005	#2 1/23/2005
18280	Tetra Tech MMPS	E-mail	9/28/2004	
12369	The Art Department	Free	10/28/2004	#1 10/14/2004
11443	Townsend Neon Inc.	E-mail	9/24/2004	
11367	Trillium Teamologies, Inc.	Free	9/28/2004	
10347	Unlimited Ideas Advertising, Inc.	E-mail		
18648	Visual Image Systems Co LLC	Free	9/25/2004	#1 10/13/2004
14368	Washington Elevator Company, Inc.	Free	10/2/2004	

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