



## CITY COUNCIL ACTION REPORT

October 3, 2012

TO: Michael W. Culpepper, Acting City Manager

FROM: Susan A. Leirstein, Purchasing Director  
Timothy L. Richnak, Public Works Director  
Kurt Bovensiep, Superintendent Parks, Streets, and Drains

SUBJECT: Standard Purchasing Resolution 2: Bid Award- Sole Bidder - Bare Root Street Tree Planting

### **Background**

On September 26, 2012, the City of Troy received one (1) bid from a solicitation of 79 vendors through the MITN bid network for Street Tree Plantings of Bare Root Trees. Marine City Nursery of Marine City, MI, was the only company to provide a bid through the competitive bid process resulting in Marine City Nursery as the sole bidder.

Street Tree Fees are collected through the Building Department as part of the building permit process. These fees are collected to ensure the City of Troy continues its efforts to maintain a healthy urban forest through expanding the city's tree canopy. The majority of these trees will be planted in the ROW abutting newly built homes.

### **Recommendation**

City management and the Public Works Department recommend awarding a contract to provide and plant street trees to the sole bidder, Marine City Nursery of Marine City, Michigan for a cost not to exceed budgetary limitations at unit prices contained in the bid tabulation opened September 26, 2012, which is attached.

### **Fund Availability**

Funds are budgeted and available in the Parks Division Major and Local Tree Planting accounts.

Opening Date -- 9/26/2012  
 Date Reviewed -- 10/4/2012

CITY OF TROY  
 BID TABULATION  
 STREET TREES

ITB-COT 12-21  
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VENDOR NAME:

**	Marine City		
	Nursery		
CHECK #:	20458654		
CHECK AMOUNT: \$	1,000.00		

**PROPOSAL: To Provide and Install for the City of Troy Bare Root Street Trees in the Fall 2012, in accordance with the Specifications**

**COST FOR AN ESTIMATED 200 TREES FOR CITY OF TROY - FALL 2012 PLANTING**

PRICE PER TREE INSTALLATION		\$	120.00		
ESTIMATED TOTAL COST FOR 200 TREES		\$	24,000.00		
<b>FALL 2012</b>					
LIST OF NINE TREE TYPES	Y or N		Y		
	How many listed:		Nine		
CONTACT INFORMATION	Hrs of Operation		M-F 8am - 5 pm		
	24 HR Phone Number		810-560-9099		
STATEMENT OF GUARANTEE			Blank		
PROGRESS PAYMENTS:			Net 30 days		
INSURANCE	Can meet Cannot meet		Yes		
PAYMENT TERMS			Net 30 days		
DELIVERY			As specified		
GUARANTEE			<b>As Specified</b>		
EXCEPTIONS			Blank		
ACKNOWLEDGEMENT: Signed	Y or N		Yes		

**NO BIDS:**

John Deere Landscapes

\*\* DENOTES SOLE BIDDER

**ATTEST:**

Susan Riesterer

Kurt Bovensiep

Susan Leirstein

Susan Leirstein CPPO CPPB

Purchasing Director