

August 29, 2006

To: Phillip L. Nelson, City Manager

From: Brian P. Murphy, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Timothy L. Richnak, Public Works Director

Re: **Agenda Item:** Standard Purchasing Resolution 1: Award to Low Bidders-
Snow Removal Services – Home Chore Program

RECOMMENDATION

Bid proposals were opened August 23, 2006, for seasonal requirements of snow removal services for the Home Chore Program with an option to renew for one (1) additional year. After reviewing the bid proposals, City management recommends awarding contracts for this proposal to the low bidders, O'Neal Father & Sons as primary contractor and Redburn's Snow Plowing and Lawn Maintenance, Inc. as secondary contractor, for an estimated total cost of \$8,700.00 per season, at unit prices as contained on the attached bid tabulation. Based on historical data, we anticipate four (4) call-outs for snow removal and salting per season.

In addition, the awards are contingent upon contractors' submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

SUMMARY

The City expects to qualify approximately 70 residents. The successful bidder will clear snow from driveways, sidewalks, porches and walkways and will salt as needed. The number of service calls is dependent on the weather. The successful contractor is called out to plow when at least 3" of snow has fallen, but may be called out to salt more frequently. We do not have a waiting list for this program. The program is publicized several times throughout the year, with the most recent notice being placed in the November/December 2006 City of Troy Senior Citizen News.

BUDGET

Funds for these services are reimbursed through the Oakland County Community Development Block Grant Program.

118 Vendors notified via the MITN System
5 Bid Responses Rec'd

Prepared by: Vicki Richardson, Solid Waste Coordinator

Opening Date -- 8/23/06
 Date Prepared -- 8/24/06

CITY OF TROY
 BID TABULATION
 SNOW REMOVAL SERVICES/HOME CHORE PROGRAM

VENDOR NAME:		O'Neal Father & Sons		Redburns's Snow Plowing & Lawn Maintenance		Exclusive Property Mgt LLC	
		<i>(Primary Supplier)</i>		<i>(Secondary Supplier)</i>			
EST NO.		\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL
70	Snow removal and/or salting at residential City of Troy Homes	\$ 20.00 \$ 1,400.00	\$ 10.00 \$ 700.00	\$ 21.00 \$ 21.00	\$ 11.00 \$ 11.00	\$ 24.55	\$ 15.35
	ESTIMATED GRAND TOTAL: (based on four call-outs per year)	\$ 5,600.00	\$ 2,800.00	\$ 5,880.00	\$ 3,080.00	\$ 6,874.00	\$ 4,298.00
		\$ 8,400.00		\$ 8,960.00		\$ 11,172.00	
	DAYTIME PHONE #	586-791-7986		248-852-4754		248-391-8118	
	24- HR PHONE #	586-634-6181		248-909-0259		810-223-5554	
	SITE VISIT:						
	Visited sites on:	Yes - August 21, 2006		Current Contractor for			
	Did not visited sites			Lawn Services		XX	
	EQUIPMENT: Listed Yes or No	Yes		Attached to bid		Yes	
	EMPLOYEES: FULL-TIME	7		5 - 7		4	
	PART-TIME	6		2 - 4		4	
	TERMS:	Blank		14 Days		2%- 10, 30 days Net	
	EXCEPTIONS:	Blank		None		Listed in bid	
	ACKNOWLEDGEMENT:	Yes		Yes		Yes	

PROPOSAL: Seasonal Requirements of Snow Removal Services for the Home Chore Program with an Option to Renew for One (1) Additional Year

BOLDFACE TYPE DENOTES LOWEST BIDDERS

ATTEST:

Vicki Richardson
Cheryl Stewart
Susan Leirstein

 Jeanette Bennett
 Purchasing Director

Opening Date -- 8/23/06
 Date Prepared -- 8/24/06

CITY OF TROY
 BID TABULATION
 SNOW REMOVAL SERVICES/HOME CHORE PROGRAM

VENDOR NAME:		Sankofa Housing		Advanced Services			
				Landscape LLC			
EST NO.		\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL		
70	Snow removal and/or salting at residential City of Troy Homes	\$ 25.00	\$ 12.50	\$ 26.95	\$ 14.00		
ESTIMATED GRAND TOTAL: (based on four call-outs per year)		\$ 7,000.00	\$ 3,500.00	\$ 7,546.00	\$ 3,920.00		
		<u>\$ 10,500.00</u>		<u>\$ 11,466.00</u>			
DAYTIME PHONE #		313-218-8195		586-264-7669			
24- HR PHONE #		313-525-1300		248-521-2456			
				248-521-2459			
SITE VISIT:							
Visited sites on:		Yes - August 21, 2006		Yes - Last Season			
Did not visited sites							
EQUIPMENT: Listed Yes or No		Yes		Attached to Bid			
EMPLOYEES:							
FULL-TIME		10		10			
PART-TIME		5		40			
TERMS:		Blank		Blank			
EXCEPTIONS:		Listed in bid		None			
ACKNOWLEDGEMENT:		Yes		Yes			