

September 15, 2006

TO: Phillip L. Nelson, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K. Anderson, Director of Parks and Recreation

SUBJECT: **Agenda Item:** Standard Purchasing Resolution 1: Award To Low Bidders – Tee Shirt Contract

RECOMMENDATION

On Tuesday, September 5, 2006, bids were opened for one (1) year requirements of Tee Shirts (various types) with an option to renew for one additional year. City management recommends awarding the contract to the low bidders by item category, McNish's Sporting Goods & Trophies of Novi, MI, for Items 1, 2, and 3 and Kelgraphics of Cadillac, MI, for Items 4 and 5, at an estimated total annual cost of \$20,872.00 and \$16,070.00, respectively, at unit prices contained in the attached bid tabulation. The contract shall commence on October 1, 2006, and expire September 30, 2007.

SUMMARY

Six companies submitted competitive bids. The bid was awarded to the low total bidder in each Item category. It was determined to be in the City's best interest to split the award between the two companies to maximize savings.

Tee shirts are purchased for various camp programs and as youth sport uniforms, and included with the registration fee. Part time, seasonal staff, camp counselors, and team awards for adult league programs receive shirts as well.

BUDGET

Funds are available in the various Parks and Recreation Program Accounts.

137 Vendors Notified on the MITN System
 6 Bid Responses Rec'd
 3 Bids did not meet specifications – No Bid Deposit Checks
 1 Late Bid
 3 No Bids: (2) Companies not interested at this time
 (1) Company could not be competitive

VENDOR NAME:		Kelgraphics	McNish's Sporting	J.J. Jinkleheimer	Impressive
CHECK #		On File	1364989	519433080	681976324-1
CHECK AMOUNT		\$500.00	\$500.00	\$500.00	\$500.00
EST QTY	DESCRIPTION	PRICE/ EACH	PRICE/ EACH	PRICE/ EACH	PRICE/ EACH
ITEM #1-- 50/50 Short Sleeve Shirts					
(50% Cotton & 50% Polyester w/One Color Imprint)					
3450	Youth - Small, Med, Large	\$ 2.75	\$ 2.51	\$ 2.74	\$ 2.49
3000	Adult - Small, Med, Large, Xlarge	\$ 2.75	\$ 2.52	\$ 2.61	\$ 2.63
50	Adult - XXL Large	\$ 3.75	\$ 3.52	\$ 4.19	\$ 3.59
20	Adult - XXX Large	\$ 3.95	\$ 3.59	\$ 4.26	\$ 3.64
2500	Single Digit	\$ 0.40	\$ 0.35	\$ 0.65	\$ 0.50
750	Double Digit	\$ 0.40	\$ 0.35	\$ 0.45	\$ 1.00
QUOTING ON STYLE:		G-800	8000	8000	8000B/8000
MANUFACTURED BY:		GILDEN	GILDEN	GILDEN	GILDEN
NUMBER OF COLORS AVAILABLE:		25 Colors	Attached to Bid	20 Youth/26 Adult	26 colors
ESTIMATED TOTAL (ITEM#1):		\$ 19,604.00	\$ 17,867.30	\$ 19,877.70	\$ 19,482.80
ITEM #2 -- 100% Cotton - Short and Long Sleeve One (1) Color Imprint on Front					
50	Youth - Small, Med, Large - LONG Sleeve	\$ 4.95	\$ 4.44	\$ 5.28	\$ 4.35
125	Adult - Med, Large, Xlarge - LONG Sleeve	\$ 5.00	\$ 4.44	\$ 5.42	\$ 4.47
550	Adult - Med, Large, Xlarge - SHORT Sleeve	\$ 2.85	\$ 2.71	\$ 3.06	\$ 2.83
100	Adult - XX Large - SHORT Sleeve	\$ 3.85	\$ 3.62	\$ 4.66	\$ 3.88
QUOTING ON STYLE:		G-240 + G-200	2400/2000	2000	2400B/2400/2000
MANUFACTURED BY:		GILDEN	GILDEN	GILDEN	GILDEN
NUMBER OF COLORS AVAILABLE:		24 Colors	Attached to Bid	13 Youth/26 Adult	26 LS/53 SS
ESTIMATED TOTAL (ITEM#2):		\$ 2,825.00	\$ 2,629.50	\$ 3,090.50	\$ 2,720.75
ITEM #3 -- 100% Cotton - Short Sleeve Shirts (No Imprinting)					
150	Adult - Med, Large, Xlarge	\$ 2.25	\$ 2.00	\$ 2.41	\$ 2.43
25	Adult - XXL Large	\$ 3.25	\$ 3.00	\$ 4.01	\$ 3.48
QUOTING ON STYLE:		G-200	2000	2000	2000
MANUFACTURED BY:		GILDEN	GILDEN	GILDEN	GILDEN
NUMBER OF COLORS AVAILABLE:		24 Colors	Attached to Bid	40 Colors - Adult	53 Colors
ESTIMATED TOTAL (ITEM#3):		\$ 418.75	\$ 375.00	\$ 461.75	\$ 451.50
ITEM #4 -- 50% Cotton/50% Polyester Blend Short Sleeve Shirts w/Two Colors & 1 Color Back					
1300	Youth - Small, Medium, Large	\$ 2.80	\$ 2.99	\$ 3.05	\$ 3.49
1800	Adult - Medium, Large, X-Large	\$ 2.85	\$ 2.99	\$ 2.92	\$ 3.63
QUOTING ON STYLE:		G-800	8000	8000	8000B/8000
MANUFACTURED BY:		GILDEN	GILDEN	GILDEN	GILDEN
NUMBER OF COLORS AVAILABLE:		24 Colors	Attached to Bid	26 Colors - Adult	26 Colors
ESTIMATED TOTAL (ITEM#4):		\$ 8,770.00	\$ 9,269.00	\$ 9,221.00	\$ 11,071.00

Opening Date -- 9/05/06
 Date Prepared -- 9/15/06

CITY OF TROY
 BID TABULATION
 COTTON & 50/50 TEE SHIRTS

VENDOR NAME:		Kelgraphics	McNish's Sporting	J.J. Jinkleheimer	Impressive
			Goods & Trophies	& Company	Promotional Products
					LLC
EST QTY	DESCRIPTION	PRICE/EACH	PRICE/EACH	PRICE/EACH	PRICE/EACH
ITEM #5 -- 100% Cotton - Two Color Imprint - Front & Back					
Short Sleeve Shirts					
400	Youth - Small, Med, Large	\$ 3.00	\$ 3.77	\$ 3.94	\$ 4.18
1700	Adult-Medium, Large, X-Large	\$ 3.00	\$ 3.77	\$ 3.87	\$ 4.33
250	Adult - XX-Large	\$ 4.00	\$ 3.90	\$ 5.47	\$ 5.38
QUOTING ON STYLE:		G-200	2000	2000	2000B/2000
MANUFACTURED BY:		GILDEN	GILDEN	GILDEN	GILDEN
NUMBER OF COLORS AVAILABLE:		24 Colors	Attached to Bid	40 Colors - Adult	53 Colors
ESTIMATED TOTAL (ITEM#5):		\$ 7,300.00	\$ 8,892.00	\$ 9,522.50	\$ 10,378.00
ESTIMATED GRAND TOTAL ALL ITEMS		\$ 38,917.75	\$ 39,032.80	\$ 42,173.45	\$ 44,104.05
ESTIMATED TOTAL AWARDED ITEMS		\$ 16,070.00	\$ 20,871.80		
SAMPLES INCLUDED	Y or N	No	No	No	No
CONTACT INFORMATION:	Hrs of Op Phone #	8 to 5 231-775-6870	10 to 7 248-348-1820	M-F 10 to 6 800-660-1918	M-F 8 to 6 313-402-4020
TERMS		Net 30	30 days	Net 30	Net 30
GUARANTEED DELIVERY		Two Weeks ARO			
WARRANTY		Blank	Manufacturer's	Manufacturer's	Blank
EXCEPTIONS		Blank	Youth long Sleeve only 13 colors	Listed in Bid	Blank
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes	Yes

NO BIDS:

Professional Uniforms
Rizzi Designs LLC
USA Patch Company

PROPOSAL - One(1) Year Requirements of Tee Shirts (Various Types) with an Option to Renew for One (1) Additional Year

BOLDFACE TYPE DENOTES LOW BIDDER BY ITEM CATEGORY

ATTEST:

Cheryl Stewart
Barbara Rupus
Linda Bockstanz

Jeanette Bennett
 Purchasing Director

VENDOR NAME:		Your Wear	Metropolitan	
			Uniform	
CHECK #		08-433041262	473323821	
CHECK AMOUNT		\$500.00	\$500.00	
EST QTY	DESCRIPTION	PRICE/ EACH	PRICE/ EACH	
ITEM #1-- 50/50 Short Sleeve Shirts				
(50% Cotton & 50% Polyester w/One Color Imprint)				
3450	Youth - Small, Med, Large	\$ 2.70	\$ 2.90	
3000	Adult - Small, Med, Large, Xlarge	\$ 2.70	\$ 2.90	
50	Adult - XXLarge	\$ 3.84	\$ 4.08	
20	Adult - XXXLarge	\$ 3.84	\$ 4.08	
2500	Single Digit	\$ 0.75	\$ 2.50	
750	Double Digit	\$ 0.625	\$ 2.50	
QUOTING ON STYLE:		8000	8000 50/50	
MANUFACTURED BY:		GILDEN	GILDEN	
NUMBER OF COLORS AVAILABLE:		See Catalog	21 Colors	
ESTIMATED TOTAL (ITEM#1):		\$ 20,496.30	\$ 28,990.60	
ITEM #2 -- 100% Cotton - Short and Long Sleeve				
One (1) Color Imprint on Front				
50	Youth - Small, Med, Large - LONG Sleeve	\$ 4.29	\$ 5.13	
125	Adult - Med, Large, Xlarge - LONG Sleeve	\$ 4.29	\$ 5.13	
550	Adult - Med, Large, Xlarge - SHORT Sleeve	\$ 2.89	\$ 2.88	
100	Adult - XX Large - SHORT Sleeve	\$ 3.94	\$ 4.24	
QUOTING ON STYLE:		2000/2400	2000	
MANUFACTURED BY:		GILDEN	GILDEN	
NUMBER OF COLORS AVAILABLE:		See Catalog	54 Colors	
ESTIMATED TOTAL (ITEM#2):		\$ 2,734.25	\$ 2,905.75	
ITEM #3 -- 100% Cotton - Short Sleeve Shirts (No Imprinting)				
150	Adult - Med, Large, Xlarge	\$ 2.25	\$ 2.50	
25	Adult - XXLarge	\$ 3.30	\$ 3.44	
QUOTING ON STYLE:		2000	2000	
MANUFACTURED BY:		GILDEN	GILDEN	
NUMBER OF COLORS AVAILABLE:		See Catalog	54 Colors	
ESTIMATED TOTAL (ITEM#3):		\$ 420.00	\$ 461.00	
ITEM #4 -- 50% Cotton/50% Polyester Blend				
Short Sleeve Shirts w/Two Colors & 1 Color Back				
1300	Youth - Small, Medium, Large	\$ 3.50	\$ 4.66	
1800	Adult - Medium, Large, X-Large	\$ 3.50	\$ 4.66	
QUOTING ON STYLE:		8000	8000	
MANUFACTURED BY:		GILDEN	GILDEN	
NUMBER OF COLORS AVAILABLE:		See Catalog	21 Colors	
ESTIMATED TOTAL (ITEM#4):		\$ 10,850.00	\$ 14,446.00	

Opening Date -- 9/05/06
 Date Prepared -- 9/15/06

CITY OF TROY
 BID TABULATION
 COTTON & 50/50 TEE SHIRTS

VENDOR NAME:		Your Wear	Metropolitan		
			Uniform		
EST QTY	DESCRIPTION	PRICE/ EACH	PRICE/ EACH		
ITEM #5 -- 100% Cotton - Two Color Imprint - Front & Back					
Short Sleeve Shirts					
400	Youth - Small, Med, Large	\$ 4.09	\$ 4.28		
1700	Adult-Medium, Large, X-Large	\$ 4.09	\$ 4.28		
250	Adult - XX-Large	\$ 5.14	\$ 5.75		
QUOTING ON STYLE:		2000	2000		
MANUFACTURED BY:		GILDEN	GILDEN		
NUMBER OF COLORS AVAILABLE:		See Catalog	54 Colors		
ESTIMATED TOTAL (ITEM#5):		\$ 9,874.00	\$ 10,425.50		
ESTIMATED GRAND TOTAL ALL ITEMS		\$ 44,374.55	\$ 57,228.85		
SAMPLES INCLUDED Y or N		No	No		
CONTACT INFORMATION Hrs of Op Phone #		9 to 6 586-219-1254	9 to 6 248-821-7110		
TERMS		Net 20	Net 30		
GUARANTEED DELIVERY		Two Weeks ARO			
WARRANTY		Blank	Manufacturer		
EXCEPTIONS		Blank	Blank		
ACKNOWLEDGEMENT: Y or N		Yes	Yes		

DMS:
 Cintas - No Check
 Uniform Warehouse - No Check
 Riddell - Bid bond not acceptable per specifications - No Check