



## CITY COUNCIL ACTION REPORT

Date            October 30, 2006

TO:              Phillip L. Nelson, City Manager

FROM:          John M. Lamerato, Assistant City Manager/Finance & Administration  
 Jeanette Bennett, Purchasing Director  
 Carol K. Anderson, Parks and Recreation Director

SUBJECT:      Standard Purchasing Resolution 1: Award To Low Bidders – Street Trees

### **Background:**

- On September 12, 2006, formal bids were received to provide for the purchase and installation of street trees during the spring of 2007.
- 71 Vendors were notified via the MITN system with seven bidders responding, and three statements of no bid received – One company does not provide the installation as required by contract; one company required prepayment of materials; and one company chose not to be bid due to tree availability and their spring planting schedule.

### **Financial Considerations:**

- Funds are available in the Parks Subdivision Improvement account # 401780.7974.130.

### **Legal Considerations:**

- ITB-COT 06-35, PROVIDE AND INSTALL (2500) BARE ROOT and (300) BALLED & BURLAPPED STREET TREES, SPRING 2007 was competitively bid and opened with seven bidders responding.
- The awards are contingent upon the recommended bidders submission of proper contract and bid documents, including insurance certificates, bonds and all other specified requirements.

### **Policy Considerations:**

- All bidders were given the opportunity to respond with their level of interest in supplying and installing street trees for the City of Troy. (Goal #1)
- Street trees improve the quality of life in Troy thereby attracting investment and encouraging redevelopment. (Goal #2)
- Street tree replacement maintains and improves current subdivision infrastructure and property values. (Goal #4)

### **Options:**

- City management and the Parks and Recreation department recommend awarding Proposal A – to install 2500 bare root trees to the low bidder - County Line Nurseries & Landscaping Hartford, MI for an estimate cost of \$195,000.00, and Proposal B – 300 balled and burlapped trees installed to the low bidder, Steele's Services of Rochester Hills, MI for an estimated cost of \$36,000.00 at unit prices contained in the bid tabulation.

Opening Date -- 9/12/06  
 Date Prepared -- 10/18/06

CITY OF TROY  
 BID TABULATION  
 STREET TREES - INSTALLED

VENDOR NAME:

	<b>County Line</b>	Marine City	<b>Steele's</b>	Tom's Landscape
	<b>Nurseries &amp; Landscaping</b>	Nursery Company	<b>Services</b>	
CHECK #:	1252662	322567	002455	100287525
CHECK AMOUNT	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>

**PROPOSAL: To Provide and Install for the City of Troy an Estimated 2500 Bare Root Street Trees and 300 Balled and Burlapped Street Trees, Spring 2007 - In Accordance with the Specifications**

CONTACT INFORMATION	Hrs of Operation	Mike Collins	8 AM to 5 PM	8 AM to 5 PM	7 AM to 6 PM
	Phone Number	269-621-4543	810-560-9099	248-852-6140	248-941-5018
LIST OF NINE TREE TYPES	Y or N	Yes	Yes	Yes	Yes
	How many listed:	9 Types	12 Types	9 Types	9 Types
<b>PROPOSAL A:</b>					
<b>PRICE PER TREE INSTALLATION</b>		<b>\$ 78.00</b>	\$ 97.00	\$ 120.00	\$ 121.90
<b>ESTIMATED TOTAL COST FOR 2500 TREES</b>		<b>\$ 195,000.00</b>	\$ 242,500.00	\$ 300,000.00	\$ 304,750.00
<b>PROPOSAL B:</b>					
<b>PRICE PER TREE INSTALLATION</b>		\$ 180.00	\$ 145.00	<b>\$ 120.00</b>	\$ 141.90
<b>ESTIMATED TOTAL COST - 300 B&amp;B TREES</b>		\$ 54,000.00	\$ 43,500.00	<b>\$ 36,000.00</b>	\$ 42,570.00
STATEMENT OF GUARANTEE	Y or N	As outlined	Blank	As specified	Blank
INSURANCE	Can meet Cannot meet	XX	XX	XX	XX
PROGRESS PAYMENTS:	Y or N	Net 30 days	Net 30 days	14 Days	Net 30 days
DELIVERY		Blank	As specified	As requested	Spring 07'
TERMS		Net 30 Days	Net 30 Days	10th Prox 30 net	Net 30
GUARANTEE		<b>As Specified</b>			
EXCEPTIONS		None	Blank	None	Blank
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes	Yes

**NO BIDS:**  
Concord Nurseries, Inc  
Norway Hills Spruce Farms  
Sherman Nursery Farms

**BOLDFACE TYPE DENOTES LOW BIDDERS**

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 Jeanette Bennett  
 Purchasing Director

Opening Date -- 9/12/06  
 Date Prepared -- 10/18/06

CITY OF TROY  
 BID TABULATION  
 STREET TREES - INSTALLED

VENDOR NAME:

Nursery Merchant	Mueller's Sunrise	Parks Landscaping	
Inc.	Nursery, Inc.	& Snow	
CHECK #: 064904	716141303	681962914-5	
CHECK AMOUNT: \$ 2,000.00	\$ 2,000.00	\$ 2,000.00	

**PROPOSAL: To Provide and Install for the City of Troy an Estimated 2500 Bare Root Street Trees and 300 Balled and Burlapped Street Trees, Spring 2007 - In Accordance with the Specifications**

CONTACT INFORMATION	Hrs of Operation	8 AM to 4 PM	8 AM to 7 PM - M-F	8 AM to 5 PM	
	Phone Number	734-761-1774	248-651-7062	248-953-5638	
LIST OF NINE TREE TYPES	Y or N	Yes	Yes	Yes	
	How many listed:	10 Types	9 Types	9 Types	
<b>PROPOSAL A:</b>					
<b>PRICE PER TREE INSTALLATION</b>		\$ 129.00	\$ 149.50	\$ 163.00	
<b>ESTIMATED TOTAL COST FOR 2500 TREES</b>		\$ 322,500.00	\$ 373,750.00	\$ 407,500.00	
<b>PROPOSAL B:</b>					
<b>PRICE PER TREE INSTALLATION</b>		No Bid	\$ 169.50	\$ 163.00	
<b>ESTIMATED TOTAL COST - 300 B&amp;B TREES</b>		No Bid	\$ 50,850.00	\$ 48,900.00	
STATEMENT OF GUARANTEE	Y or N	As stipulated by City of Troy	One Year	Blank	
INSURANCE	Can meet Cannot meet	XX	XX	XX	
PROGRESS PAYMENTS:	Y or N	In 500 tree Increments	Every 2 wks	Blank	
DELIVERY		Blank	Bare Root -4/15/07 B&B - 5/30/07	Blank	
TERMS		Blank	Final Payment Net 30	Blank	
GUARANTEE		<b>As Specified</b>			
EXCEPTIONS		Blank	Blank	Blank	
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes	

**ATTEST:**

Charlene McComb  
 Ronald Hynd  
 Linda Bockstanz