



# CITY COUNCIL AGENDA ITEM

Date: May 7, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager  
 William Nelson, Fire Chief  
 Peter Hullinger, Technician

Subject: Standard Purchasing Resolution 2 - Low Bidder Meeting Specifications – Fire Station Brick Repair

**History**

All of the City of Troy Fire Stations and the Police and Fire Training Center have brick areas that have deteriorated over the past ten years and require repair to extend the life of the facilities. The buildings are in need of brick repair and tuck pointing.

**Purchasing**

On March 20, 2014, a bid opening was conducted as required by City Charter and Code for Brick Repair for the fire Department. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; [www.mitn.info](http://www.mitn.info) and the bid was also sent to the Troy Chamber of Commerce. Six (6) bid responses were received. Below is a detailed summary of potential vendors for both bid opportunities:

<b>Companies notified via MITN</b>	605
Troy Companies notified via MITN	19
Troy Companies notified Active email Notification	19
Troy Companies notified Active Free	0
<b>Companies that viewed the bid</b>	48
Troy Companies that viewed the bid	0

***MITN** provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*

**Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

**Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City.

**Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of

- The need for brick repair and scope of work that is required at each location varies.
- Pictures of each site were included with the bid specifications.
- Prospective bidders were required to visit and evaluate each site.
- A Post-Bid Meeting was held and each location was visited; with the low bidder so as to confirm the need(s) for repair, the detail of the brick repair required, and to also review potential problem areas not exposed that may require additional work.
- Note that due to the future building of the new Fire Station and the fact that there is no safety issues with the current condition of the brick at Station #4; brick repairs will not be done at Station#4.



## CITY COUNCIL AGENDA ITEM

---

### **Purchasing (continued)**

- Arisco Contracting Group, Inc. was the low bidder meeting specifications in total for Brick Repair bid as specified.
- Additionally, Arisco Contracting Group, Inc. has the lowest hourly rate as compared to the other bid responses.

### **Financial**

Funds are budgeted in the 2013-2014 Capital Budget for these repairs.

### **Recommendation**

City management recommends awarding a contract to furnish all equipment, material and labor for brick repair at all City of Troy Fire Stations except Station #4; and the Police and Fire Training Center as specified; for an estimated total cost of \$14,000.00; and if necessary to complete unforeseen damage if a problem area were to be exposed and identified at the low bid hourly rate of \$48.50 per hour; not to exceed budgetary limitations to Arisco Contracting Group, Inc. of Clinton Township, MI at prices contained in the bid tabulation opened March 30, 2104. The awards are contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.



PO Box 381129  
 Clinton Township, MI 48038  
 P (313) 432-2220  
 F (313) 432-2192  
 www.arisco.CO

**MEMORANDUM**

Date: April 23, 2014  
 To: Peter Hullinger  
 Troy Fire Department  
 Re: SCOPE BREAKDOWN (#2014-068)  
 Troy Fire Stations / Brick Repairs

As requested, below please note the following quantities included as part of our base bid proposal, submitted to the City of Troy on 3/20/2014, for each location to receive repairs per pictures provided at bid time:

<u>BUILDING</u>	<u>TUCKPOINTING</u>	<u>BRICK REPAIR</u>	<u>DOLLAR VALUE</u>
Fire Station No. 1	132 LF	30 PCS	**\$4,000**
Fire Station No. 2	104 LF	4 PCS	**\$1,500**
Fire Station No. 3	65 LF	3 PCS	**\$1,000**
Fire Station No. 4	85 LF	2 PCS	**\$1,500**
Fire Station No. 5	180 LF	1 PC	**\$3,000**
Fire Station No. 6	160 LF	6 PCS	**\$2,500**
Police/Fire Training Center	200 LF	-0- PCS	**\$2,000**
<b>GRAND TOTAL(S)</b>	<b>926 LF</b>	<b>46 PCS</b>	<b>**\$15,500**</b>

As discussed, the quantities / work scope provided are only inclusive of the photographs provided at bid time. Any additional work required beyond the photographs and/or quantities provided above would be completed at a rate of **\*\$48.50 / PER MAN HOUR\*** which does not include costs for material, equipment, freight and 15% mark-up for overhead/profit.

Once a Letter of Intent or Purchase Order Contract can be provided, we can get you the required Certificate of Insurance, begin the process of procuring materials and scheduling of the subsequent work. We look forward to a successful project and working together.

Regards,  
**ARISCO CONTRACTING GROUP INC.**

  
 Todd Goss  
 Estimator / Project Manager  
 (313) 432-2220 x307 -direct  
 sales@arisco.CO -email



**STANDARD PURCHASING RESOLUTION 2 - Low Bidder Meeting Specifications –  
Fire Station Brick Repair**

RESOLVED, That Troy City Council hereby approves a contract to furnish all equipment, material and labor for brick repair at all City of Troy Fire Stations; except Station #4 and the Police and Fire Training Center as specified; for an estimated total cost of \$14,000.00; and if necessary to complete unforeseen damage if a problem area were to be exposed and identified at the low bid hourly rate of \$48.50 per hour; not to exceed budgetary limitations to Arisco Contracting Group, Inc. of Clinton Township, MI at prices contained in the bid tabulation opened March 30, 2104, a copy which shall be ATTACHED to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is contingent upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.