



# CITY COUNCIL AGENDA ITEM

Date: May 15, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager  
 Timothy L. Richnak, Public Works Director  
 Kurt Bovensiep, Superintendent Parks, Streets and Drains

Subject: Standard Purchasing Resolution 2 - Low Bidder Meeting Specifications – Parking Lot Maintenance Program- Department of Public Works Lot

**History**

The Department of Public Works is responsible for the maintenance and repair for all municipal parking lots. Asphalt parking lots that receive an asphalt overlay have a general deterioration schedule of 7-15 years. The Department of Public Works schedules maintenance based on actual deterioration and requests Capital Funds accordingly. The Department of Public Works front employee and visitor parking lot has deteriorated and requires an asphalt overlay and new parking lot stripping.

**Purchasing**

On May 15, 2014, a bid opening was conducted as required by City Charter and Code for the Parking Lot Maintenance Program-Department of Public Works location. 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. Two (2) bid responses were received. Below is a detailed summary of potential vendors for both bid opportunities:

<b>Companies notified via MITN</b>	215
Troy Companies notified via MITN	1
Troy Companies notified Active email Notification	1
Troy Companies notified Active Free	0
<b>Companies that viewed the bid</b>	29
Troy Companies that viewed the bid	1

***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

After reviewing the bid responses, Asphalt Specialties, Inc. of Pontiac Michigan was the low bidder meeting specifications and is being recommended for the asphalt overlay and parking lot stripping at the front employee and visitor Department of Public Works parking lot.

**Financial**

Funds are available in the Department of Public Works Capital Budget.

**Recommendation**

City management recommends awarding a contract to complete an asphalt overlay to the front employee and visitor parking lot at the Department of Public Works, for an estimated total cost of \$19,465.00 and not to exceed budgetary limitations to Asphalt Specialties, Inc. of Pontiac Michigan at prices contained in the bid tabulation opened May 15, 2014. The awards are contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.

Opening Date -- 05/15/14  
 Date Reviewed -- 05/15/14

CITY OF TROY  
 BID TABULATION  
 PARKING LOT MAINTENANCE PROGRAM

**VENDOR NAME:**

<b>Asphalt Specialists</b>	Flynn Paving
<b>Pontiac, MI</b>	Royal Oak, MI
<b>#725219</b>	#761920
<b>\$3,500.00</b>	\$3,500.00

Ck#  
 Ck Amount

**PROPOSAL: TO COMPLETE THE CITY OF TROY PARKING LOT MAINTENANCE PROGRAM IN ACCORDANCE TO THE SPECIFICATIONS.**

**PROPOSAL A: 4693 Rochester ROAD - DPW PARKING LOT:**

Item	Description	Est. Qty	Unit Price	Extension	Unit Price	Extension
1	Asphalt Removal	1,620 sq.yd	\$ 4.25	\$ 6,885.00	\$ 5.85	\$ 9,477.00
2	HMA, 13A, 1.5 inch	140 Ton	\$ 85.00	\$ 11,900.00	\$ 103.41	\$ 14,477.40
3	Pavt. Mrkg, Waterborne, 4 Inch, Yellow	470 LF	\$ 1.00	\$ 470.00	\$ 0.80	\$ 376.00
4	Pavt. Mrkg, Waterborne, 4 Inch, Blue	120 LF	\$ 1.00	\$ 120.00	\$ 0.95	\$ 114.00
5	Pavt. Mrkg, Waterborne, Blue, Acc. Symbol	2 each	\$ 45.00	\$ 90.00	\$ 20.00	\$ 40.00
	Turf Restoration	Included	\$ -		\$ -	
	Traffic Maintenance Control	Included	\$ -		\$ -	
<b>PROPOSAL A ESTIMATED GRAND TOTAL:</b>				<b>\$19,465.00</b>		<b>\$24,484.40</b>

24-HOUR CONTACT PHONE NUMBER		248.804.7974	248.867.0198
HOURS OF OPERATION		8:00AM-5:00PM	12
PROGRESS PAYMENTS:		Per Contract	30 Days After Completion
SITE INSPECTION: Visited Site	Y or N	Y	Y
Date visited		5/12/2014	5/19/2014
REFERENCES:	Y or N	Y	Y
COMPLETION DATE: Can Meet	Y or N	Y	Y
INSURANCE: Can Meet		X	X
Cannot Meet			
SIGNATURE PAGE:	Y or N	Y	Y
PAYMENT TERMS:		Per Project Manual	30 Days
WARRANTY:		Per Project Manual	1 Year
EXCEPTIONS:		None	Blank
VENDOR QUESTIONNAIRE:	Y or N	Y	Y
FORMS COMPLETED: (5 Forms)	Y or N	Y	Y

**DENOTES LOW BIDDER MEETING SPECIFICATIONS**

ATTEST:

Susan Riesterer  
 Kurt Bovenseip  
 Enna Bachelor

MaryBeth Murz,  
 Purchasing Manager