



CITY COUNCIL AGENDA ITEM

Date: 7/31/2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager *MB*
 Steven J. Vandette, City Engineer *SV*
 Larysa Figol, Sr. Right of Way Representative *LF*

Subject: Standard Purchasing Resolution 1: Low bidder – Appraisal Services for City Owned Remnant Parcels

History

City Council previously approved the sale of City owned remnant property (Resolution #2014-04-039 to 049) On April 7, 2014. Federal and State regulations require property appraisals be performed to establish fair market value for any properties that were originally acquired using Federal and State dollars. The majority of properties were originally acquired for road improvement projects.

Purchasing

On July 31, 2014, a bid opening was conducted as required by City Charter and Code to provide Appraisal Services for the City of Troy owned remnant properties in accordance with all bid specifications. The bid was sent to five (5) Appraisal Firms. Invitations to Bid for Appraisal Services are not posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info because there is not an applicable commodity code for this service. Three (3) bid responses were received. Note that R.S. Thomas & Associates, Inc. submitted two (2) proposals using different appraisers (Norman Thomas & Andrew Boettcher) charging the same fee to perform appraisal services.

Financial

Funds are available in the 2014/2015 Engineering Department operating budget.

Recommendation

City Management recommends awarding a contract for Appraisal Services to Norman Thomas of R.S. Thomas & Associates, Inc. of Livonia, MI for an estimated cost of \$15,175.00 for City owned remnant properties. The rationale for this recommendation is that Norman Thomas, the owner and senior appraiser for R.S. Thomas and Associates, is the more experienced and qualified appraiser who has done good work for us on previous projects.

R.S. Thomas & Associates, Inc.	R.S. Thomas & Associates, Inc.	Terzo & Bologna
Andrew Boettcher	Norman Thomas	
Livonia, MI 48154	Livonia, MI 48154	Livonia, MI 48152

PROPOSAL: To provide Appraisal Services for the City of Troy owned remnant properties in accordance with all bid specifications. Approximately eleven (11) parcels of varied shapes, sizes, zoning classifications and locations.

ESTIMATED FEE PER PARCEL:	\$15,175.00	\$15,175.00	\$27,500.00
SITE REVIEW:			
Company reviewed the sites	X	X	
Company did not review the sites			X
INSURANCE: Can Meet	X	X	X
Cannot Meet			
EXCEPTIONS:	None	None	None
ACKNOWLEDGEMENT SIGNED: Y OR N	YES	YES	YES
REFERENCES: Y OR N	YES	YES	NO
FORMS COMPLETED:			
Legal Status of Bidder: Y or N	YES	YES	YES
Non-Collusion Affidavit: Y or N	YES	YES	YES
Certification regarding Debarment: Y or N	YES	YES	YES
"Iran- Linked" Business Y or N	YES	YES	YES

BOLD FACETYPE INDICATES LOW BIDDER.

ATTEST:
Enna Bachelor
Brenda Carter
Larysa Figol


 MaryBeth Murz,
 Purchasing Manager