



CITY COUNCIL AGENDA ITEM

Date: October 27, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
Steven Pallotta, Building Operations Director

Subject: Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications – Energy Management Improvements – 52-4 District Court

History

- The current Energy Management System was installed in 1997 for the adaptive re-use of the Troy Community Center for Oakland County 52-4 District Court. The current Energy Management System is made by Honeywell and throughout the years, hardware, software, and support have become unavailable.
- The current Energy Management System controls the temperature of the heating and cooling systems, the start and stop times of three rooftop units, full control of the boiler system, and the ability to independently control and manage forty five temperature zones within the building.
- In the past five years, it has become very difficult to obtain replacement parts and any software support for the current Honeywell System.
- Staff recommends that the Energy Management System be replaced with Andover Controls for City Building standardization. The Andover Energy Management System is currently used at the Troy Police Department, Troy City Hall, Troy Community Center and the Troy Public Library.
- The Andover Energy Management System is also currently used by the City of Troy School District at all of their locations.

Purchasing

- On October 9, 2014; a bid opening was conducted as required by City Charter/Code and bids were received at the City's request from Companies that are able to furnish all labor, materials and equipment to complete Energy Management Improvements at the City of Troy 52-4 District Court.
- Companies were notified via the Michigan Intergovernmental Trade Network (MITN); www.mitn.info. 430 vendors were notified via the MITN website. One (1) bid response was received. Below is a detailed summary of the vendor responses.



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Companies notified via MITN	430
Troy Companies notified via MITN	11
Troy Companies notified Active email Notification	11
Troy Companies notified Active Free	0
Companies that viewed the bid	47
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 solicitations or access any bid information.

- Included in the bid process was a pre-bid meeting. Two (2) Companies attended the Pre-Bid meeting.
- Mechanical Controls and Maintenance, Inc. (MCMI) of Sterling Heights, MI was the sole bidder meeting specifications and is being recommended to install the new energy management improvements at the 52-4 District Court Building.
- 430 companies were notified of this bid opportunity and two (2) companies attended the Pre-Bid Meeting and one (1) bid was received. Of the two companies that attended the Pre-Bid meeting; one company was not an authorized Andover Energy Management System Dealer.

Financial

The total cost of this project is \$142,990.00 and funds are budgeted and currently available in the Building and Improvements Reserve (District Court) 277.7975.145; which has a current balance of \$90,000.00, and the Buildings and Improvements Emergency Repairs (City Hall) 265.7975.050 for \$52,990.00; which has a current balance of \$200,000.00. This project will be completed during FY 2014/2015.

Recommendation

City management recommends awarding a contract to complete new energy management improvements at the 52-4 District Court for an estimated total cost of \$142,990.00 not to exceed budgetary limitations to the sole bidder, Mechanical Controls and Maintenance, Inc. (MCMI) of Sterling Heights, MI at the base bid price contained in the bid tabulation opened October 9, 2014. The award is contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.