



## CITY COUNCIL AGENDA ITEM

Date: January 6, 2015

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager  
Mark Miller, Director of Economic and Community Development  
Steven J. Vandette, City Engineer  
Larysa Figol, Sr. Right of Way Representative

Subject: Standard Purchasing Resolution 8: Best Value Award - Sale of Real Estate –  
3645 Crooks Road

### History

- On April 7, 2014, City Council authorized the Engineering Department, in cooperation with the Purchasing Department, to advertise and bid the sale of surplus property identified as 3645 Crooks Road, #88-20-20-226-038, also known as Parcel C (CC Resolution #2014-04-41).
- An appraisal prepared by R.S. Thomas & Associates, Inc. - Harold Blake Co. established a market value of \$80,000.00.
- The minimum bid amount for the property was set at \$80,000.00.
- The property located at 3645 Crooks Road was acquired in 2006 to be used as the Engineering Field Office.

### Purchasing

- On December 18, 2014, a bid opening was conducted as required by City Charter and Code for the sale of property at 3645 Crooks Road.
- One hundred and eight (108) prospective buyers were notified of the bid opportunity on the Michigan Inter-governmental Trade Network (MITN) website; [www.mitn.info](http://www.mitn.info).
- Notice of the property sale was published in the Troy-Somerset Gazette. Additionally, a sign was erected on the property advertising the sale and all parties who made previous personal inquiries to the Engineering department staff were contacted with sale details.
- One (1) bid response was received. Below is a detailed vendor summary:

<b>Companies notified via MITN</b>	108
Troy Companies notified via MITN	4
Troy Companies notified - Active email Notification	3
Troy Companies notified - Active non-paying	1
<b>Companies that viewed the bid</b>	20
Troy Companies that viewed the bid	4

**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.

- Also note that the City reserves the right to award the bid to the highest responsible purchaser meeting specifications, or in whatever manner is deemed to be in the City's best interest; to reject the highest bid that has major deviations from the specifications, to accept a lower bid that has only minor deviations.



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### **Financial**

- The sole bid received was from Kristel Group, Inc. for \$130,000.00.
- There were no exceptions included in the purchase of the property.
- Sale of this City-owned surplus property will return the parcel to the tax roll and bring additional revenue.
- Monies received from the sale of this property have no restrictions for use and will be returned to the General Fund.

### **Recommendation**

City management recommends awarding the sale of the property to the sole bidder, Kristel Group, Inc. for the bid amount of \$130,000.00.

Opening Date -- 12/18/2014  
 Date Prepared -- 12/19/2014

CITY OF TROY  
 BID TABULATION  
 SALE of PROPERTY - 3645 CROOKS ROAD

PURCHASER'S NAME:		<b>Kristel Group, Inc.</b>		
		Troy, MI		
<b>REAL ESTATE SALE</b>				
DESCRIPTION Tax ID# 88-20-20-226-038				
Property at 3645 Crooks Road	Offer:	<b>\$130,000.00</b>		
<b>Minimum Bid \$80,000.00</b>				
	Check #	24183665		
Size: 110.4 +/- x 222 +/-ft.	(10% of offer)	\$13,000.00		
SIGNATURE PAGE:	Attached	Y		
TERMS:		as stated		
EMAIL ADDRESS:		<a href="mailto:mirela@kristelgroup.com">mirela@kristelgroup.com</a>		
FORMS: (4)	Attached	Y		
EXCEPTIONS:				
ACKNOWLEDGEMENT:	Y or N	Y		

**BOLDFACE TYPE DENOTES HIGHEST TOTAL ACCEPTABLE OFFER.**

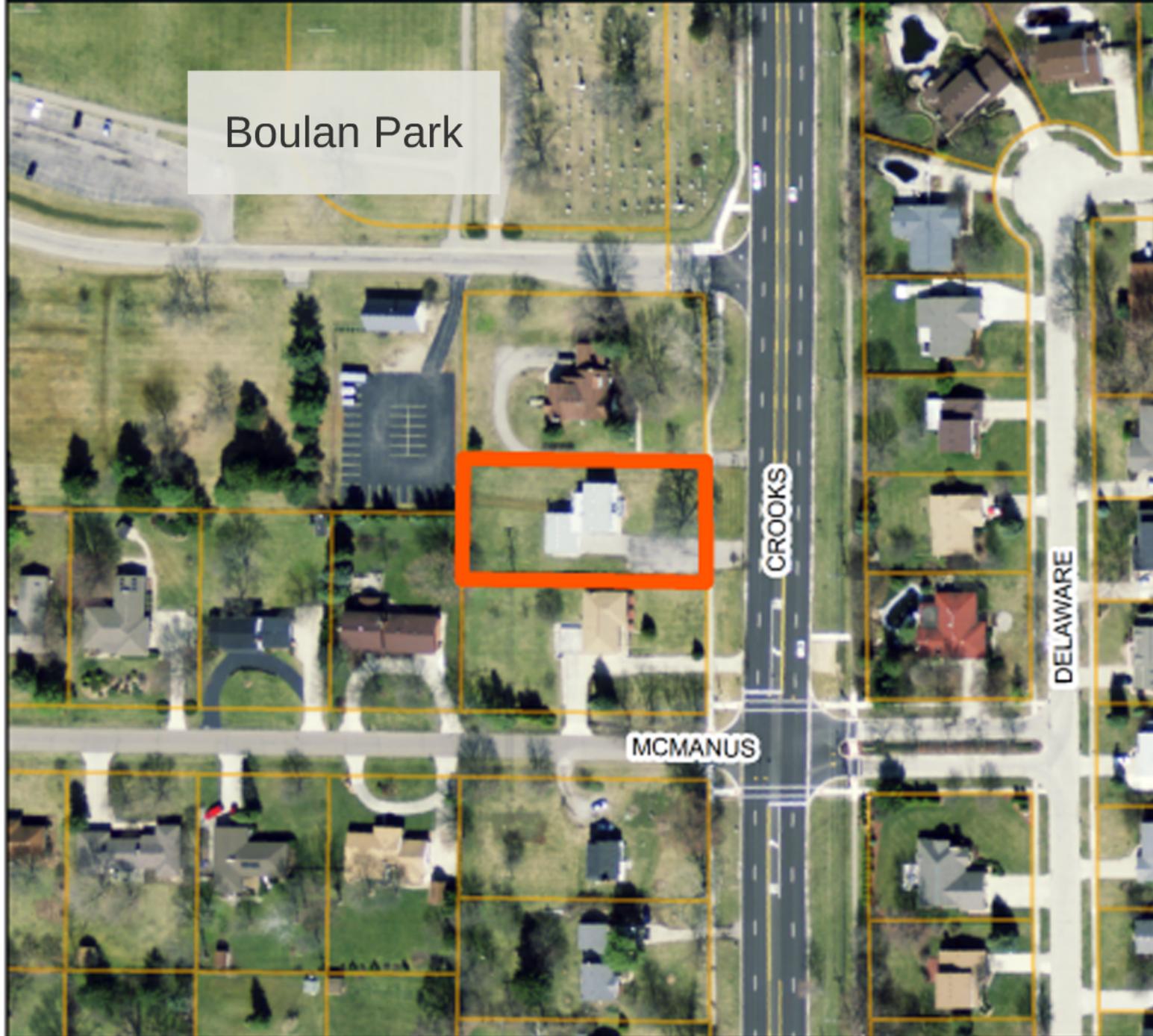
PROPOSAL: Sale of Real Estate located at 3645 Crooks Road

ATTEST:  
 \_\_\_\_\_  
 Sara Teets  
 \_\_\_\_\_  
 Susan Riesterer  
 \_\_\_\_\_

\_\_\_\_\_  
 MaryBeth Murz,  
 Purchasing Manager

# Remnant Parcel: 88-20-20-226-038

Boulan Park



## Parcel C Notes

0.56 acres

Historic  
District

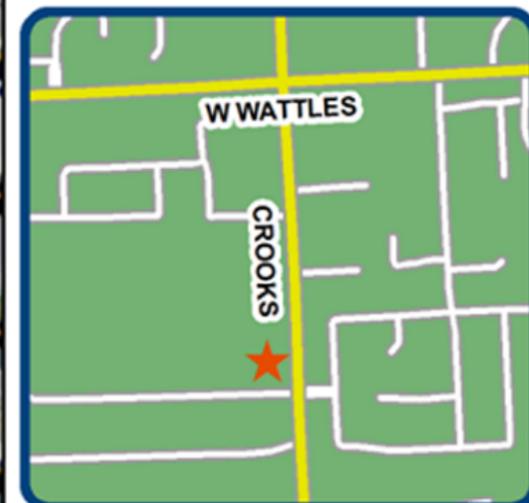
Transportation

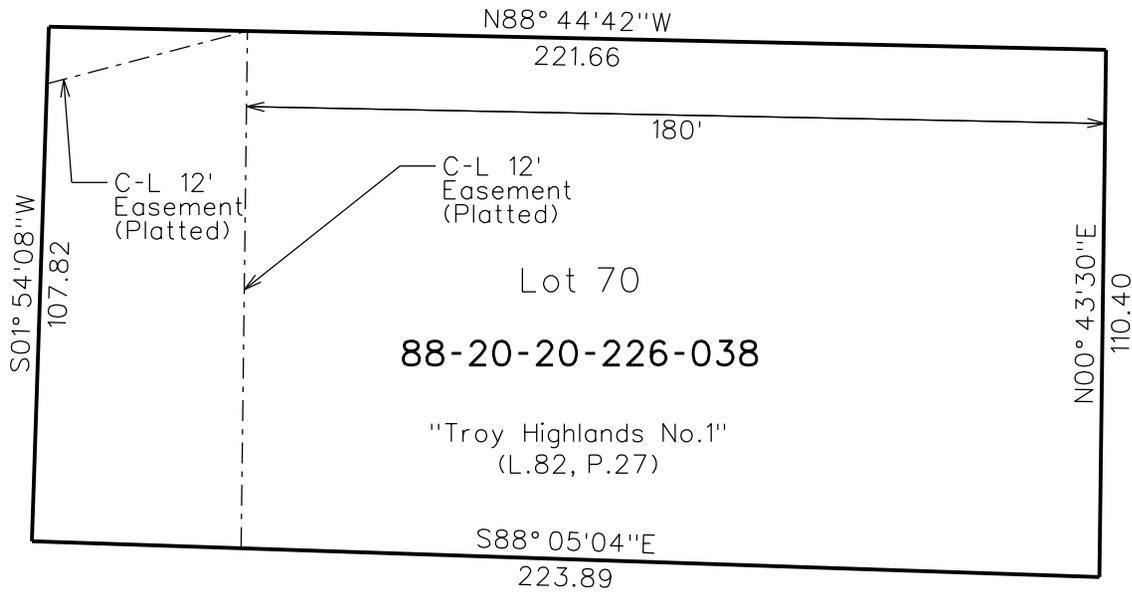
Buildable

Appraisal  
Required

### Zoning

Community  
Facilities  
(CF)

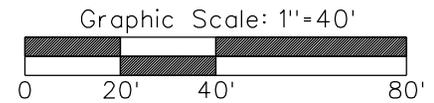




#3645  
Crooks Rd.

60.00

Section Line



<p align="center"><b>CITY OF TROY</b> OAKLAND COUNTY, MICHIGAN</p> <p align="center">Exhibit of #3645 Crooks Rd. Remnant Parcel C 88-20-20-226-038</p>							
				FILE: 88-20-20-226-038_Parcel C.DGN			
SCALE	DRAWN BY	NAME	GJBIII		DATE	07-30-14	
HOR. 1"=40'	CHECKED BY	NAME		DATE		XX-XX-XX	
VER. 1"=X'	STEVEN J. VANDETTE, P.E.		SHEET NO.		JOB NO.		
CITY ENGINEER		10F2		N/A			

Document Prepared By  
George J. Ballard III, P.S.  
Land Surveyor

DATE REV.  
**CONTRACT NO.**  
N/A