



CITY COUNCIL AGENDA ITEM

Date: October 13, 2016

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
Cindy Stewart, Community Affairs Director
Paul Evans, Zoning and Compliance Specialist
Kurt Bovensiepe, Public Works Director

Subject: Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Snow Removal Services

History

- The Parks Division is responsible for the snow and ice removal on all municipal property, which includes parking lots, building entrances, and sidewalks
 - Locations include; City Hall, Community Center, Museum, Nature Center, Transit Center, Fire Stations, Police and Fire Training Center, Camp Ticonderoga
 - For the past 6 years this service has been contracted to allow the Parks Division employees to assist with snow and ice removal on major and local roads
- The Streets and Drains Division is responsible for the snow and ice removal on all municipal owned sidewalks at detention/retention ponds, vacant property, median crossings, park property, and cemeteries
 - There are over 100 separate locations totaling 22 miles worth of sidewalk.
 - Sidewalks are cleared when accumulations exceed 2 inches
- The Code Enforcement Division is responsible for clearing snow and ice from uncompliant private property owners abutting public sidewalks as Chapter 34.11 and 34.11.01 states
 - Code Enforcement only responds to those properties that have received specific complaints
 - Contractor charges and fees are invoiced to the property owner
- The Community Affairs Division is responsible for administrating the Community Development Block Grant (CDBG) Home Chore Program
 - Qualified individuals are eligible for assistance with snow and ice removal from driveways and sidewalks
 - Approximately 90 homes are completed under this program
 - CDBG funds this operation
- The Streets and Drains Division is responsible for the snow and ice removal on subdivision roads (local roads) when accumulations exceed 3 inches and continued below freezing conditions are predicted
 - Troy has over 265 miles of local roads
 - Objective is to clear all local roads within 24-48 hours after the snow stops
 - Contractors assist City of Troy crews in completing this objective

Purchasing

On September 22, 2016, a bid opening was conducted as required by City Charter and Code for seasonal requirements for Snow Removal Services with an option to renew for one (1) additional season. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info and the bid was also sent to the Troy Chamber of Commerce. Three (3) bid responses were received for City Owned Properties (Proposal A), two (2) bid responses were received for City Owned Sidewalks (Proposal B), two (2) bid responses were received for Code Enforcement (Proposal C), one (1) bid response was received for Home Chore (Proposal



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Purchasing (continued):

D), and one (1) bid response was received for Local Roads (Proposal E). Below is a detailed summary of potential vendors for the bid opportunity:

Companies notified via MITN	249	<p>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.</p> <p>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.</p> <p>Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.</p> <p>Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of</p>
Troy Companies notified via MITN	29	
Troy Companies - Active email Notification	7	
Troy Companies - Active Free	2	
Companies that viewed the bid	29	
Troy Companies that viewed the bid	7	

After reviewing the bid responses, *Advanced Landscape & Builders Supply Co. of Clawson Michigan* was the low bidder meeting specifications for Proposal A when taking into consideration salt prices and usage amounts, *Casar Management, LLC., of St. Clair Shores, Michigan* was the low bidder meeting specifications for Proposals B, *Xpert Lawn and Snow of Ferndale, Michigan* was the low bidder meeting specifications for Proposals C and D, and it was determined that *Casar Management, LLC., of St. Clair Shores, Michigan* did not meet the necessary experience of clearing local roads to be considered for Proposal E. Proposals C and D will be re-bid due to a low bid response and unfavorable references.

Three different vendors were solicited to provide quotes for the necessary equipment to provide Emergency Snow Removal Services on Local Roads. *Florence Cement Company of Shelby Township* submitted the lowest quote for Front End loader with a 5-8 yard capacity, Pickup with 8-foot plow, and Road Grader with Minimum Size of 6 Wheels 20,000 GVW Grader. *DiPonio Contracting, Inc. of Shelby Township Michigan* submitted the lowest quote for Front End Loaders with a 4-5 yard capacity and Truck with 10-foot plow.

Financial

Funds are currently available for each service in the corresponding division:

Account Number

Proposal A- City Owned Properties

Civic Center	101.751.30.756.7802.070
Fire Hall Operations	101.336.344.7802.050
Police and Fire Training	101.264.261.7802.050
Museum	101.804.807.7802.070
Park Maintenance	101.751.30.770.7802.050

Proposal B- City Owned Properties

Park Maintenance	101.751.30.770.7802.070
Street Sidewalks	101.447.24.511.7802.050

Proposal E- Local Roads

Streets Local Road Snow Removal	101.447.20.498.7802.070
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Recommendation

City management recommends awarding a contract to provide seasonal requirements with an option to renew for one (1) additional season to *Advanced Landscape & Builders Supply Co. of Clawson Michigan* for Proposal A, *Casar Management, LLC., of St. Clair Shores, Michigan* for Proposals B, *DiPonio Contracting, Inc. of Shelby Township Michigan* for Front End Loader with 4-5 yard capacities and Truck with 10 foot Snowplow in Proposal E, *Florence Cement Company of Shelby Township* for Front End Loader with 8-5 yard capacity, Truck with 8" Snowplow and 20,000 GVW Road Grader in Proposal E, at prices detailed and contained in the attached bid tabulation and quote tabulation. In addition, City management is recommending the approval to allow city administration to extend the pricing established in Proposal E to other vendors for emergency conditions of snow and ice removal.

VENDOR NAME:

Xpert Lawn and Snow
 Ferndale, MI

Casar Management, LLC
 St. Clair Shores, MI

Proposal (A): City Owned Properties - Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	# Dedicated	COST		
Parking Lots					
1	5-10 Yd Capacity Truck w/Salting Capabilities	2	\$ 85.00 /Hr	2	\$ 95.00
2	Front End Loader - 5 yd Capacity w/Snow Pusher	1	\$ 110.00 /Hr	NO BID	
3	Front End Loader - 3 yd Capacity w/Snow Pusher	1	\$ 110.00 /Hr	2	\$ 118.00
4	Skid Steer with Snow Pusher	1	\$ 95.00 /Hr	1	\$ 98.00
5	Pickup with 8 ft Blade	8	\$ 75.00 /Hr	10	\$ 80.00
6	Truck with 10 ft Snowplow	1	\$ 85.00 /Hr	2	\$ 95.00
7	Parking Lot Salt		\$ 110.00 /Ton		\$ 110.00
Sidewalks:					
8	Utility Vehicle with 5' Snow Plow	2	\$ 50.00 /Hr	1	\$ 55.00 /Hr
9	Utility Vehicle with Salt Spreader	2	\$ 50.00 /Hr	1	\$ 55.00 /Hr
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	2	\$ 50.00 /Hr	1	\$ 55.00 /Hr
11	Utility Tractor Mounted Snow Blower	1	\$ 50.00 /Hr	NO BID	/Hr
12	Walk-Behind Snow Blower	5	\$ 35.00 /Hr	8	\$ 37.50 /Hr
13	Snow Shovel and Operator	8	\$ 35.00 /Hr	8	\$ 35.00 /Hr
14	Walk-Behind Salt Spreader with Operator	8	\$ 35.00 /Hr	8	\$ 35.00 /Hr
15	Sidewalk Salt Snow & Ice Melter		\$ 25.00 50lb		\$ 15.50 50lb
ESTIMATED GRAND TOTAL - PROPOSAL A:			\$ 1,000.00	No Bid	\$ 884.00

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions	\$ 0.12		\$ 0.03	
2	Three (3) inches to Six (6) inches	\$ 0.12	\$ 0.12	\$ 0.03	\$ 0.13 /LF
3	Greater than Six (6) inches	\$ 0.15	\$ 0.15	\$ 0.03	\$ 0.20 /LF

Proposal (C): Code Enforcement per Call Basis

Item	Description	Cost		Cost	
1	Dispatch Fee	\$ 2.50	Per Property	\$ 8.50	Per Property
2	Price for Snow / Ice Removal	\$ 24.00	Per Hour	\$ 37.50	Per Hour
3	Price for Salting per each Service Call	\$ 0.12	Per LF	\$ 0.05	Per LF

Proposal (D): Snow Removal Services for the Home Chore Program

Est #	Description	Snow Removal Service Call	Salting/ Service Call	Snow Removal/ Service Call	Salting/ Service Call
90	Snow Removal and/or Salting at Residential City of Troy Homes	\$ 15.00	\$ 5.00	NO BID	NO BID

VENDOR NAME:

Xpert Lawn and Snow
Ferndale, MI

Casar Management, LLC
St. Clair Shores, MI

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Eqpt.	Hourly Rate Per Piece	# of Available Pieces of Eq	Hourly Rate Per Piece
Front End Loader: Minimum Size 3 Yards				
5 Yd Capacity	NO BID		NO BID	
3 Yd Capacity			3	\$ 135.00 Hr
Other Size			1	\$ 95.00 Hr
Other Size				
Pick up with minimum 8 ft Blade (to assist loaders only)			8	\$ 95.00 Hr
Road Grader with Minimum Size of 6 Wheels				
20,000 GVW Grader			NO BID	
Other Size				
Truck with 10 ft Snowplow			2	\$ 125.00 Hr
SITE VISITS:	Proposal A: Y/N	Y	Y	
	Date	9/19/2016	9/16/2016	
	Proposal B: Y/N	Y	Y	
	Date	9/19/2016	9/16/2016	
INSURANCE:	Can Meet	Y	Y	
	Cannot Meet			
PAYMENT TERMS:		NET 30	2% NET 10	
ALL OR NONE AWARD	Y/N	N	N	
EXCEPTIONS:		NO EXCEPTIONS	BLANK	
ACKNOWLEDGEMENT:	Signed Y/N	Y	Y	
VENDOR QUESTIONNAIRE:	Y/N	Y	Y	
FORMS:	Legal Status Y/N	Y	Y	
	Non-Collusion Y/N	Y	Y	
	Indemnification Y/N	Y	Y	
	Sole Proprietor Y/N	N	N	
	"Iran Linked" Y/N	Y	Y	

ATTEST:

Susan Riesterer

Kurt Bovensiep

Enna A. Bachelor

MaryBeth Murz,
 Purchasing Manager

VENDOR NAME:

**Advanced Landscape & Builders
 Supply Co.
 Clawson, MI**

Proposal (A): City Owned Properties - Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	# Dedicated	COST		
Parking Lots					
1	5-10 Yd. Capacity Truck w/Salting Capabilities	2	\$ 90.00 Hour		
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	1	\$ 120.00 Hour		
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	2	\$ 120.00 Hour		
4	Skid Steer with Snow Pusher	1	\$ 100.00 Hour		
5	Pickup with 8 ft. Blade	6	\$ 75.00 Hour		
6	Truck with 10 ft. Snowplow	2	\$ 75.00 Hour		
7	Parking Lot Salt		\$ 60.00 Ton		
Sidewalks:					
8	Utility Vehicle with 5' Snow Plow	2	\$ 55.00 Hour		
9	Utility Vehicle with Salt Spreader	2	\$ 55.00 Hour		
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	2	\$ 55.00 Hour		
11	Utility Tractor Mounted Snow Blower	1	\$ 55.00 Hour		
12	Walk-Behind Snow Blower	6	\$ 35.00 Hour		
13	Snow Shovel and Operator	10	\$ 35.00 Hour		
14	Walk-Behind Salt Spreader with Operator	10	\$ 35.00 Hour		
15	Sidewalk Salt: To be supplied by the City of Troy		\$ 6.75 50lb		
ESTIMATED GRAND TOTAL - PROPOSAL A:			\$ 971.75		

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions	NO BID			
2	Three (3) inches to Six (6) inches		/LF		
3	Greater than Six (6) inches		/LF		

Proposal (C): Code Enforcement per Call Basis

Item	Description	Cost	Cost
1	Dispatch Fee	NO BID	Per Property
2	Price for Snow / Ice Removal		Per Hour
3	Price for Salting per each Service Call		Per Call Out

Proposal (D): Snow Removal Services for the Home Chore Program

Est #	Description	Snow Removal Service Call	Salting/ Service Call	Snow Removal/ Service Call	Salting/ Service Call
85	Snow Removal and/or Salting at Residential City of Troy Homes	NO BID			

VENDOR NAME:

**Advanced Landscape & Builders
 Supply Co.
 Clawson, MI**

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Eqpt.	Hourly Rate Per Piece	# of Available Pieces of Eq	Hourly Rate Per Piece
Front End Loader: Minimum Size 3 Yards	NO BID			
5 Yd. Capacity				
3 Yd. Capacity				
Other Size				
Other Size				
Pick up with minimum 8 ft. Blade (to assist loaders only)				
Road Grader with Minimum Size of 6 Wheels				
20,000 GVW Grader				
Other Size				
Truck with 10 ft. Snowplow				
SITE VISITS:	Proposal A: Y/N	Y		
	Date	Several occasions		
	Proposal B: Y/N	Blank		
	Date	Blank		
INSURANCE:	Can Meet	Y		
	Cannot Meet			
PAYMENT TERMS:		Net 30		
ALL OR NONE AWARD	Y/N	N		
EXCEPTIONS:		Blank		
ACKNOWLEDGEMENT:	Signed Y/N	Y		
VENDOR QUESTIONNAIRE:	Y/N	Y		
FORMS:	Legal Status Y/N	Y		
	Non-Collusion Y/N	Y		
	Indemnification Y/N	Y		
	Sole Proprietor Y/N	N		
	"Iran Linked" Y/N	Y		