



CITY COUNCIL ACTION REPORT

March 18, 2008

TO: Phillip L. Nelson, City Manager

FROM: Susan A. Leirstein, Purchasing Director
Charles T. Craft, Police Chief

SUBJECT: Standard Purchasing Resolution 1: Award To Low Bidder –
Police Carports

Background

- Bids were received and publicly read on March 5, 2008, for supplying labor, materials, and equipment to install carports covering seventy-three (73) parking spaces in the Police/Fire parking area on the west side of the Police Department.
- Carports may extend the useful life of any covered vehicle for years by protecting them from climatic weather changes and ultraviolet rays. In addition, the carports will help prevent overheating of the electronic equipment now installed in most Police / Fire vehicles.
- 84 Vendors were notified via the MITN system with three (3) bidders responding. After the bids opened, CMA Construction Services withdrew from the bid process and their bid deposit of \$6,700.00 was returned.

Financial Considerations

- Funds for the carport structures are available in the Drug Enforcement Account #401305.7978.065.
- Due to budgetary limitations, the option to install a rainwater collection system is being rejected.

Legal Considerations

- The carport structures were competitively bid as required by City Charter and Code.
- All bidders were given the opportunity to respond with their level of interest in supplying all labor, material, and equipment to install the carports for the City of Troy.
- The award is contingent upon contractor's submission of proper insurance, bonds, and any other specified requirements.

Policy Considerations

- Officers will improve response time by not having to clean snow/ice from the vehicles prior to use. (Goal I)
- The carport structures will provide protection from the elements to the fleet of emergency vehicles parked in the west lot. (Goal II)
- It will also protect the computer equipment in all the vehicles from the heat of the sun. (Goal) IV

March 18, 2008

To: Phillip L. Nelson, City Manager
Re: Award To Low Bidder – Police Carports

Options

- City management and the Police department recommend awarding a contract to install carport structures at the City of Troy Police/Fire parking area to the lowest bidder, Ross & Barr Inc. of Warren, MI, for an estimated total cost of \$66,430.00, as set forth in the bid tabulation opened on March 5, 2008. In addition, staff recommends rejecting the option to install a rainwater collection system, due to budgetary limitations.

VENDOR NAME:	**	Ross & Barr	Lang Construction	
CHECK #:		057240	199145302-2	
CHECK AMOUNT:		\$ 6,700.00	\$ 6,700.00	
PROPOSAL: TO FURNISH ALL LABOR, MATERIALS, AND EQUIPMENT TO INSTALL CARPORTS FOR THE CITY OF TROY POLICE DEPARTMENT LOCATED AT 500 WEST BIG BEAVER				
BASE BID: To furnish all labor, materials, and equipment to install Carports covering (73) Seventy-three parking spaces In Accordance with Specifications				
COMPLETE FOR THE SUM OF:		\$ 66,430.00	\$ 68,888.00	
STYLE/MODEL:		Back to Back	Flat Topped	
MANUFACTURED BY:		Classic	Carport Structures	
OPTION:	Rainwater Collection System Includes Gutters & Downspouts	RECOMMEND REJECTION \$ 5,475.00	\$ 2,500.00	
TOTAL (Base bid & Option)		\$ 71,905.00	\$ 72,388.00	=>Total Includes Insurance
SITE INSPECTION:	Y/N	Yes	Yes	
COMPLETION DATE:		JUNE 1, 2008		
	Can Meet	XX	XX	
	Cannot Meet			
QUESTIONNAIRE:	Completed	XX	XX	
	Not Completed			
CONTACT INFORMATION:	Hours of Operation	8:00 AM to 4:30 PM	M-F 8 AM to 5 PM	
	24 Hr Phone No.	810-459-5371	810-610-8868	
INSURANCE:	Can Meet	XX	XX	
	Cannot Meet			
			+\$1,000	
SCHEDULE OF VALUES:	Included Y/N	Yes	Yes	
TERMS:		Net 30	Net 30	
WARRANTY:		1 year	Per Specs	
EXCEPTIONS:		Blank	Does not carry workmens Comp can obtain on Corp. Officers at mentioned Price	
ACKNOWLEDGEMENT:	Y/N	Yes	Yes	
TWO FORMS: Non-Collusion Affidavit & Legal Status		No	Yes	

WITHDRAWN:
CMA Construction Services (\$134,900.00)

** DENOTES LOW BIDDER

ATTEST:
 Diane Fisher
 Robert Redmond
 Linda Bockstanz

Susan Leirstein CPPB
 Purchasing Director