



CITY COUNCIL ACTION REPORT

April 18, 2008

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration
Susan A. Leirstein, Purchasing Director
Carol K. Anderson, Parks and Recreation Director

SUBJECT: Standard Purchasing Resolution 8: Best Value Award – Troy Daze Fireworks

Background

- On February 25, 2008, Request for Qualifications/Proposals were received and opened to provide three year requirements of Fireworks Display for the Magic of Fall / Troy Daze Festival for years 2008, 2009 and 2010.
- Twenty-three (23) vendors were notified via the Michigan Intergovernmental Trade Network (MITN) system, with four (4) bidders responding, two (2) of which did not meet minimum pass/fail requirements. In addition, one (1) statement of no bid was received.
- Each company submitting a proposal was assigned a code number by the Purchasing Department to be used in place of their company name on all proposal documents. Only the proposer and the Purchasing Department knew the code number assigned.
- Each bidder submitted their best proposal for a fixed amount of \$5,000.00 per year.
- Three committee members, consisting of Jeff Biegler, Superintendent of Parks and two Troy Daze Advisory Committee members independently evaluated the proposals considering factors such as duration of event, size and number of shells or shots in each of the opening barrage, main show, and grand finale portions of the display.
- Based on the scoring criteria of 100% Proposal Score, the committee recommends awarding the contract to the highest rated bidder, Mad Bomber Fireworks Productions.
- Mad Bomber Fireworks Productions is the vendor that has supplied a fireworks display at the Troy Daze Festival for the past three years.

Financial Considerations

- Funds for the fireworks display are available in the Parks and Recreation – Community Fair operating budget #784.7889.010.

April 18, 2008

To: Phillip L. Nelson, City Manager
Re: Best Value Award – Troy Daze Fireworks

Legal Considerations

- RFP-COT 08-02, Fireworks Display for the Magic of Fall/Troy Daze Festival was competitively bid and opened with four (4) bidders responding.
- All bidders were given the opportunity to respond with their level of interest in providing fireworks displays for the Magic of Fall / Troy Daze Festival.
- Award is contingent upon vendor submission of proper contract and proposal documents, including insurance certificates and all other specified requirements.

Policy Considerations

- The fireworks display has enjoyed tremendous popularity and has become one of the most anticipated events at the annual community festival, which draws both Troy residents as well as others from throughout the region. (Goals I and III)

Options

- City management recommends awarding a three-year contract for Fireworks Display for the annual Troy Daze Festival for years 2008, 2009 and 2010 to the highest rated bidder, Mad Bomber Fireworks Productions, of Kingsbury, Indiana, as a result of a best value process, at a total cost of \$15,000.00, or \$5,000.00 per year.



EXECUTIVE SUMMARY

Fireworks Display Magic of Fall / Troy Festival

STATISTICS:

- ◆ **Twenty-three (23) companies were notified via the MITN e-procurement website**
- ◆ **Four (4) proposals were received**
- ◆ **Two (2) companies met the pass/fail criteria**
- ◆ **Mad Bomber Fireworks Productions received the highest score as a result of a best value process**

The following bidders submitted a proposal and received the indicated final scores:

Firm	SCORE
Mad Bomber Fireworks Productions	95
American Fireworks	75

REQUEST FOR PROPOSALS – COMPANIES ELIMINATED FROM FURTHER CONSIDERATION (BASED ON PASS/FAIL INSURANCE REQUIREMENTS)

- Wolverine Fireworks Display, Inc.
- Great Lakes Fireworks

Attachments:

- ✓ Final Scoring Includes Proposal Scoring
- ✓ Evaluation Process
- ✓ Original Tabulation



FINAL SCORING
Fireworks Display Magic of Fall / Troy Daze Festival

Final Score Calculation:

$$\frac{100\% \text{ Proposal Score}}{100\%} = \text{Final Score}$$

Average Score for Proposals: 100%

Raters:		1	2	3	AVERAGE
Vendors:	Code Number				
Mad Bomber Fireworks Productions	08-010	100	90	95	95
American Fireworks	08-025	70	80	75	75

FINAL SCORE:

VENDORS:	Mad Bomber Fireworks Productions**	American Fireworks
Final Score:	95	75

** HIGHEST RATED VENDOR – RECOMMENDED AWARD



SELECTION PROCESS

CODE NUMBER ASSIGNMENT:

In the interest of a fair and unbiased selection process for the Magic of Fall / Troy Daze Fireworks, proposers are to call the City of Troy Purchasing Department at (248) 524-3576 or (248) 680-7291 and obtain a code number. Your company should place this "code number" instead of the company name on all pages describing your fireworks display. Only the proposer and the Purchasing Department will know the code number.

CRITERIA FOR SELECTION

The identified Committee will review, evaluate and rate the coded proposals. The City of Troy and Troy Daze Committee reserve the right to award this proposal to the company considered the most qualified based upon a combination of factors including but not limited to the following:

- A. Compliance with qualifications criteria
- B. Completeness of the proposal
- C. Financial strength and capacity of the firm
- D. Correlation of the proposal submitted to the needs of the City of Troy
- E. Any other factors which may be deemed to be in the City's best interest
- F. Evaluation Process

Phase 1: Minimum Qualifications Evaluation

Companies will be required to meet minimum established criteria in order to go to the second phase of the process.

Phase 2: Evaluation of Proposals

Each Committee member will independently use a score sheet to evaluate the proposals; each Committee Member will calculate a final score. The scores of the Committee Members will be averaged into one score for each company for this phase of the process.

Phase 3: Final Scoring and Selection

After verifying positive reference feedback, the company with the highest final score will be recommended to the Troy City Council for Award.

$\frac{100\% \text{ Proposal Score (100 point base)}}{100\%}$

The Purchasing Department will take the evaluations and match the code numbers to the proposal documents submitted to determine the successful bidder.

Note: The City of Troy reserves the right to change the order or eliminate an evaluation phase if deemed in the City's best interest to do so.

Opening Date - 2/25/08
 Date Prepared - 4/3/2008

CITY OF TROY
 RFP TABULATION
 FIREWORKS DISPLAYS FOR THE TROY DAZE FESTIVAL

RFP-COT 08-02

VENDOR NAME:	**	Mad Bomber	American Fireworks		
		Fireworks Productions			
VENDOR CODE:		08-010	08-025		
PROPOSAL: THREE(3) YEAR REQUIREMENTS OF FIREWORKS DISPLAYS FOR THE MAGIC OF FALL/TROY DAZE FESTIVAL FOR YEARS 2008, 2009 & 2010					
FOUR (4) COPIES	Y or N	Yes	Yes		
VENDOR QUESTIONNAIRE:		Yes	Yes		
INSURANCE					
Can Meet		XX	XX		
Cannot Meet					
Signed	Y or N	Yes	Yes		
DESCRIPTION:					
AERIAL FIREWORKS DISPLAY	**	\$ 5,000.00	\$ 5,000.00		
INDEMNIFICATION CLAUSE					
SIGNED -	Y or N	Yes	Yes		
TERMS					
		As Specified	Payable upon Receipt of Invoice		
EXCEPTIONS					
		Blank	Added Signature line for Treasurer as requested on Page 12 of this RFP		
ACKNOWLEDGEMENT					
SIGNED -	Y or N	Yes	Yes		

DMS:
 Wolverine Fireworks - Insurance did not meet specifications
 Great Lakes Fireworks - Insurance did not meet specifications

NO BID:
 Melrose Pyrotechnics, Inc.

**** DENOTES HIGHEST RATED BIDDER AS A RESULT OF A BEST VALUE PROCESS**

ATTEST:
 Diane Fisher
 Ron Hynd
 Linda Bockstanz

 Susan Leirstein CPPB
 Purchasing Director