



CITY COUNCIL AGENDA ITEM

Date: March 12, 2013

To: Brian Kischnick, City Manager

From: Susan A. Leirstein, Purchasing Director
MaryBeth Murz, Purchasing Manager
Gary G. Mayer, Police Chief
William S. Nelson, Fire Chief
Timothy L. Richnak, Public Works Director

Subject: Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications – Vehicle Graphic Materials

History

The Police, Fire and Motor Pool Departments are responsible for the maintenance of City vehicles and emergency equipment as per Troy City Council's ongoing objective to enhance the health and safety of the community. This maintenance includes the installation and/or purchase of vehicle graphic materials for the Police, Fire and Motor Pool Departments. In 2009, City Council approved a two (2) year contract with an option to renew for two (2) additional years. The existing contract is expiring, necessitating Vehicle Graphics to be re-bid.

Purchasing

On March 7, 2013, bids were received as required by City Charter and Code for two (2) year requirements of Vehicle Graphic Materials with an option to renew for two (2) additional years. 59 vendors were notified of the bid opportunity via the MITN website. One (1) sole bid response was received.

Majik Graphics of Clinton Township, MI was the sole bidder meeting specifications and is being recommended for the installation and/or purchase of vehicle graphic materials at the unit prices identified in the attached bid tabulation. Even though pricing is up for some material, labor rates are in-line with those bid in 2009.

Financial

Funds for these materials and installation are available and within each respective departmental operating budget.

Recommendation

City management recommends awarding a two (2) year contract to provide and/or install Vehicle Graphic Materials for the Police, Fire and Motor Pool Departments; with an option to renew for two (2) additional years to the sole bidder meeting specifications: Majik Graphics, Inc. of Clinton Township, MI at unit prices as contained in the attached bid tabulation for an estimated total cost of \$21,807.00. This estimate may increase but will not exceed budgetary limitations. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates and all other specified requirements.

G:\Bid Award 13-14 New Format\Award Standard Purchasing Resolution 1 VehicleGraphics ITB-COT 13-01.doc

Opening Date: 3/7/2013
 Date REVIEWED: 3/12/2013 sl

CITY OF TROY
 VEHICLE GRAPHIC MATERIALS
 BID TABULATION

VENDOR NAME:

Check Number
 Check Amount

Majik Graphics, Inc.
9105206231
\$500.00

PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND FLEET DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO ADDITIONAL YEARS

Item	Qty.	Description	Unit Price	Extension		Unit Price	Extension	
1. POLICE VEHICLE GRAPHICS (COMPLETE) - Non Reflective								
1A.	12 ea	Police Vehicles - (Fully Marked Patrol)	\$ 345.00	\$ 4,140.00				
1B.	4 ea	Police Vehicles - (Semi Marked Traffic)	\$ 160.00	\$ 640.00				
1C.	4 ea	Police Vehicles (K-9)	\$ 375.00	\$ 1,500.00				
1D.	2 ea	Police Vehicles (Evidence Tech)	\$ 375.00	\$ 750.00				
1E.	1 ea	Police Vehicle (Community Services)	\$ 375.00	\$ 375.00				
1F.	1 ea	Police Vehicle (Service Aide) - reflective	\$ 560.00	\$ 560.00				
Sub-Total				\$ 7,965.00			\$ -	

COST FOR REPLACEMENT OF DAMAGED SECTIONS

	Material	Labor	Total Cost	Material	Labor	Total Cost
	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit
1G.	14 ea	Front Fender - either side	\$ 42.00	\$ 35.00	\$ 77.00	\$ -
1H.	14 ea	Rear Quarter Panel - either side	\$ 25.00	\$ 35.00	\$ 60.00	\$ -
1I.	24 ea	Doors - Front or Rear - either side	\$ 42.00	\$ 35.00	\$ 77.00	\$ -
1J.	12 ea	Vehicle Trunk - Letters/Numbers	\$ 42.00	\$ 35.00	\$ 77.00	\$ -
Sub-Total					\$ 4,690.00	\$ -

LABOR COST FOR REMOVAL OF DECALS & GRAPICS

	Labor		Labor	
1K.	20 ea	Fully Marked Patrol Cars	\$ 115.00	
1L.	4 ea	Semi Marked Traffic Safety Vehicles	\$ 75.00	
1M.	1 ea	Fully Marked PSA Vehicle - (Reflective)	\$ 135.00	
Sub-Total			\$ 2,735.00	\$ -

ADDITIONAL ITEMS

	Material	Labor	Material	Material	Labor	Material
	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit
1N.	4 ea	K-9 Markings (Head on Pillar)	\$ 10.00	\$ 10.00	\$ 20.00	\$ -
1O.	4 ea	K-9 Graphics (Name on Pillar)	\$ 10.00	\$ 10.00	\$ 20.00	\$ -
1P.	4 ea	K-9 Graphics (Caution on Window)	\$ 10.00	\$ 10.00	\$ 20.00	\$ -
1Q.	4 ea	Unit Designator (K-9,Evidence,etc)	\$ 20.00	\$ 10.00	\$ 30.00	\$ -
1R.	8 sets	12" Roof Numbers (Set of 3)	\$ 28.00	\$ 15.00	\$ 43.00	\$ -
1S.	16 ea	American Flags	\$ 6.00	\$ 10.00	\$ 22.00	\$ -
Sub-Total					\$ 1,056.00	\$ -

Item	Qty.	Description	Unit Price	Extension		Unit Price	Extension	
2. FIRE VEHICLE GRAPHICS (REFLECTIVE)								
2A.	2 ea	Staff/Utility Vehicles	\$ 430.00	\$ 860.00			\$ -	
2B.	1 ea	Fire Apparatus (Large)	\$ 309.00	\$ 309.00			\$ -	
2C.	1 ea	Command Vehicle	\$ 440.00	\$ 440.00			\$ -	
Sub-Total				\$ 1,609.00			\$ -	

COST FOR REPLACEMENT OF DAMAGED SECTIONS

	Material	Labor	Material	Material	Labor	Material
	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit
2D.	2 ea	Front & Back Fender - either side	\$ 47.00	\$ 35.00	\$ 82.00	\$ -
2E.	2 ea	Rear Quarter Panel - either side	\$ 47.00	\$ 35.00	\$ 82.00	\$ -
2F.	2 ea	Doors - Front or Rear - either side	\$ 47.00	\$ 35.00	\$ 82.00	\$ -
2G.	2 ea	Vehicle Front - Letters/Numbers	\$ 10.00	\$ 20.00	\$ 30.00	\$ -
2H.	2 ea	Vehicle Rear Hatch - Letters/Numbers	\$ 47.00	\$ 35.00	\$ 82.00	\$ -
2I.	4 ea	Labor Cost for removal of decals	\$ -	\$ 145.00	\$ 145.00	\$ -
Sub-Total					\$ 1,296.00	\$ -

Opening Date: 3/7/2013
 Date REVIEWED: 3/12/2013 sl

CITY OF TROY
 VEHICLE GRAPHIC MATERIALS
 BID TABULATION

VENDOR NAME:

Majik Graphics, Inc.

PROPOSAL-- TWO YEAR REQUIREMENTS TO INSTALL AND/OR PURCHASE VEHICLE GRAPHIC MATERIAL FOR POLICE, FIRE, AND MOTOR POOL DEPARTMENTS WITH AN OPTION TO RENEW FOR TWO YEARS

Item	Qty.	Description	Unit Price	Extension		Unit Price	Extension	
3. FLEET - GRAPHICS ONLY								
3A.	24 ea	Decals 8" - Dept Design	\$ 18.00	\$ 432.00				
3B.	12 ea	Decals 8" - Plain	\$ 18.00	\$ 216.00				
3C.	24 ea	Decals 16" - Dept Design	\$ 38.00	\$ 912.00				
3D.	12 ea	Decals 16" - Plain	\$ 38.00	\$ 456.00				
Sub-Total				\$ 2,016.00			\$ -	

Item	Description	Material	Material
General Decal Costs/Each			
4A.	Letters/Numbers	\$ 0.65	
4B.	Stripes	\$ 0.30	
4C.	Shield Markings	\$ 1.75	
5	Computerized "New" Vehicle Design	NO CHARGE	

Item	Description (Reflective)	Material	Labor	Material	Material	Labor	Material
Updated Chevron - Addendum 1		Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit	Lump Sum/Unit	Lump Sum/Unit	Mat.+Labor/Unit
2H.1	2 ea Chevron	\$ 140.00	\$80.00	\$ 220.00			\$ -
Sub-Total				\$ 440.00			\$ -

ESTIMATED TOTAL COST:

\$21,807.00

\$ -

CONTACT INFORMATION:

Hrs of Operation M-F 8 - 5:00pm
 Phone # (586) 354-8392

SITE INSPECTION:

Y/N N
 DATE Current Contractor

INSURANCE:

Can Meet X
 Cannot Meet

PAYMENT TERMS:

Net 30 days

WARRANTY:

Life of Vehicle

DELIVERY OF DECALS:

UPS or other as needed.

COMPLETION OF WORK:

5 Business Days

EXCEPTIONS:

Blank

ACKNOWLEDGEMENT:

Y or N Y

NO BID:

HIGHLIGHTED AREA DENOTES SOLE BIDDER MEETING SPECIFICATIONS

ATTEST:

Susan Leirstein
 Susan Riesterer
 William Nelson

MaryBeth Murz,
 Purchasing Manager