



CITY COUNCIL AGENDA ITEM

Date: August 6, 2013

To: Brian Kischnick, City Manager

From: Timothy L. Richnak, Public Works Director
MaryBeth Murz, Purchasing Manager
Kurt Bovensiep, Superintendent Parks, Streets and Drains

Subject: Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Portable Conveyor

History

Snow and ice that accumulates on road and sidewalk surfaces create hazardous conditions for motorists and pedestrians. When these winter conditions surpass a safety threshold, the snow and ice accumulation can create emergency situations requiring the city to respond accordingly. The City of Troy implements a developed plan to mitigate the hazards created by accumulating snow and ice on road and sidewalk surfaces. Mitigation efforts include but are not limited to plowing and/or salting of road and sidewalk surfaces. The City of Troy's goal is to abate hazardous conditions created from snow and ice accumulation on major roads, city operated facilities, secondary roads, and city maintained sidewalks.

The City of Troy dispenses an average of 7,000 tons of salt annually to ensure these goals are met. To secure a better rate per ton on salt and so as to ensure the city has an established inventory; the majority of the salt is purchased prior to the winter season. The salt is stored in a large dome located at the Department of Public Works. The salt dome has an 8,500 ton capacity. Historically the salt was loaded into the dome at a rate of 1 ton a minute with the use of a front-end loader. The proposed purchase will allow the city to load the salt dome at a rate of 6 tons per minute and will also minimize hazards that were experienced with the historic loading procedure. Use of the new portable conveyor equipment will also allow manpower historically dedicated to this operation to be redeployed to other tasks.

Purchasing

On August 1, 2013, a bid opening was conducted as required by City Charter and Code for one (1) 65' portable stainless steel conveyor. 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. Two (2) bid responses were received. Below is a detailed summary of potential vendors:

Companies notified via MITN	77
Troy Companies notified via MITN	1
Troy Companies notified Active email Notification	1
Troy Companies notified Active Free	0
Companies that viewed the bid	19
Troy Companies that viewed the bid	0

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



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After reviewing the bid proposal, Kimco USA, Inc. of Marshall, IL was the low bidder meeting specifications and is being recommended for the purchase of one (1) 65' portable stainless steel conveyor for the salt dome.

Additionally, Kurt Bovensiep conducted an on-site visit to inspect the equipment. As a result of the site visit it is also recommended that the purchase include a safety shield. This safety shield attaches to the hopper on the conveyor and is an additional safety feature for the conveyor. The cost of the safety shield is \$1,500.00. Even though this feature was not included in the bid specifications for additional safety it is recommended that the safety shield be included and purchased.

Financial

Funds for this piece of equipment are available in the Capital Budget of the Public Works Streets Division.

Recommendation

City management recommends awarding a contract to purchase one (1) 65' portable stainless steel conveyor to the low bidder meeting specifications, *Kimco USA, Inc. of Marshall, IL*, for an estimated total cost of \$82,956.20, at prices contained in the bid tabulation opened August 1, 2013. Included in this purchase price is an additional \$1,500.00 which is not represented in the bid tabulation for an additional safety feature. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates, and all other specified requirements.

Opening Date -- 8/1/2013
 Date Reviewed -- 8/2/2013

CITY OF TROY
 BID TABULATION
 PORTABLE CONVEYOR

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	Kimco USA, Inc.	Dome Corporation of America	
	Marshall, IL	Saginaw, MI	
Ck#	5005587605	203951	
Ck. Amount	\$3,250.00	\$3,250.00	

PROPOSAL: To provide and deliver one (1) 65' portable conveyor for the City of Troy Department of Public Works in accordance with all bid specifications.

TOTAL BID PRICE OF:	\$81,456.20	\$100,685.00	
CONTACT INFORMATION:			
Hours of Operation	M - F 8:00-4:00 CST	8:00-5:00 pm	
Time for Service Calls	48 hours	24 hours	
24HR Phone #	(217) 512-0157	(217) 826-8059	
Contact Name	Blake D. Coffey	Larry Yargus	
AUTHORIZED DEALER:	Y OR N	Yes	Yes
DELIVERY DATE:			
	October 15, 2013		
Can Meet	Yes	Yes	
Cannot Meet			
Offers			
Work Shall Commence			
REFERENCES:	Yes	Yes	
INSURANCE:	Yes	Yes	
Can Meet			
Cannot Meet			
ACKNOWLEDGEMENT SIGNED:	Y OR N	Yes	Yes
PAYMENT TERMS:	Net 30 days	Net 30 days	
EXCEPTIONS:	Yes, attached.	Yes, see exhibit B.	
WARRANTY:	Limited one (1) year	One (1) year	
FORMS COMPLETED:			
Legal Status of Bidder:	Y or N	Yes	Yes
Non-Collusion Affidavit:	Y or N	Yes	Yes
Certification regarding Debarment:	Y or N	Yes	Yes
"Iran- Linked" Business	Y or N	Yes	Yes

BOLDFACE TYPE DENOTES LOW BIDDER

ATTEST:
 Enna Bachelor
 Emily Frontera
 Irene Newman

 MaryBeth Murz
 Purchasing Manager