



CITY COUNCIL ACTION REPORT

October 10, 2008

TO: Phillip L. Nelson, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Economic Development Services
Susan A. Leirstein, Purchasing Director
Timothy L. Richnak, Public Works Director

SUBJECT: Standard Purchasing Resolution 1: Award to Low Bidders-
Snow Removal Services – Home Chore Program

Background:

- Bids were received and publicly read on August 29, 2008, for seasonal requirements of snow removal services for the Home Chore Program with an option to renew for one (1) additional year.
- 147 vendors were notified via the Michigan Intergovernmental Trade Network (MITN system). Five (5) bid responses were received.
- Based on historical data, the City anticipates four (4) call-outs for snow removal and salting per season.

Financial Considerations:

- Funds for snow removal services for the Home Chore Program are available initially through the Public Works operating budget, then reimbursed by Oakland County through the Community Development Block Grant Program (CDBG).

Legal Considerations:

- ITB-COT 08-27, Seasonal requirements of snow removal services for the Home Chore Program with an option to renew for one (1) additional year was competitively bid and opened August 29, 2008, in accordance with Chapter 7 of the City Code, with five (5) vendors responding.
- Award is contingent upon contractor's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

Policy Considerations:

- All bidders were given the opportunity to respond with their level of interest in supplying services for the City of Troy. (Outcome Statement III)
- CDBG improves the quality of life and property to qualified residents in the City of Troy. (Outcome Statement II)

Options:

- City management and the Public Works department recommend City Council award contracts for seasonal requirements of snow removal services for Troy residents using the Home Chore Program with an option to renew for one (1) additional year to the low total bidders, Meticulous Maintenance of Hazel Park, MI, as the primary contractor and O'Neal Father & Sons of Clinton Township, MI, as the secondary contractor at unit prices contained on the bid tabulation, which expires May 1, 2009.

Opening Date -- 8/29/08
 Date Prepared -- 9/9/08 sl

CITY OF TROY
 BID TABULATION
 SNOW REMOVAL SERVICES/HOME CHORE PROGRAM

VENDOR NAME:		Meticulous		O'Neal Father & Sons		Sankofa Housing	
		Maintenance LLC					
EST NO.		\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL
PROPOSAL: Snow & Ice Removal							
80	Snow Removal & Salting at residential City of Troy Homes	\$ 20.00	\$ 8.00	\$ 18.75	\$ 10.00	\$ 19.50	\$ 10.00
	(Based on four call-outs per Year)	\$ 6,400.00	\$ 2,560.00	\$ 6,000.00	\$ 3,200.00	\$ 6,240.00	\$ 3,200.00
	ESTIMATED GRAND TOTAL:		\$ 8,960.00		\$ 9,200.00		\$ 9,440.00
	DAYTIME PHONE #	248-421-6493		586-791-7986		313-525-1300	
	24- HR PHONE #	248-421-6490		586-634-6181		313-717-7805	
	INFORMATION:						
	Visited the Locations			XX		XX - 8/18/08	
	Did not visit the locations	XX					
	EQUIPMENT LIST: Y or N	Yes		Yes		Yes	
	EMPLOYEES:						
	FULL-TIME	5		6		5	
	PART-TIME	4		7		4	
	TERMS:	Blank		Blank		Blank	
	EXCEPTIONS:	Blank		Blank		Blank	
	ACKNOWLEDGEMENT:	Signed	Yes	Signed	Yes	Signed	Yes
	AGREEMENT:	Signed	Yes	Signed	Yes	Signed	Yes

BOLDFACE TYPE DENOTES LOWEST ACCEPTABLE BIDDERS

ATTEST:
 Diane Fisher
 Vicki Richardson
 Linda Bockstanz

 Susan Leirstein CPPB
 Purchasing Director

Opening Date -- 8/29/08
 Date Prepared -- 9/9/08

sl

CITY OF TROY
 BID TABULATION
 SNOW REMOVAL SERVICES/HOME CHORE PROGRAM

VENDOR NAME:

Lantis Construction Inc

Better Property
 Maintenance Inc.

EST NO.

PROPOSAL: Snow & Ice Removal

80 Snow Removal & Salting at
 residential City of Troy Homes
 (Based on four call-outs per Year)

ESTIMATED GRAND TOTAL:

DAYTIME PHONE #
 24- HR PHONE #

INFORMATION:
 Visited the Locations
 Did not visit the locations

EQUIPMENT LIST: Y or N

EMPLOYEES: FULL-TIME
 PART-TIME

TERMS:

EXCEPTIONS:

ACKNOWLEDGEMENT: Signed

AGREEMENT: Signed

	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	\$ SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL	SNOW REMOVAL/ SERVICE CALL	\$ SALTING/ SERVICE CALL
	\$ 20.00	\$ 15.00	\$ 32.00	\$ 20.00		
	\$ 6,400.00	\$ 4,800.00	\$ 10,240.00	\$ 6,400.00		
		\$ 11,200.00		\$ 16,640.00		
	586-864-2096		248-426-8011			
	586-306-6035		248-521-6111			
	XX		XX			
	Yes		Attached to Bid			
		6		4		
		10		7		
		Net 30 Days		Net 10		
		Blank		Attached Equipment List		
		Yes		Yes		
		Yes		Yes		