



CITY COUNCIL ACTION REPORT

October 7, 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: Contract Renewal – Snow Removal Rental Equipment Including Operators

Background

- On October 16, 2007, quotes were received for seasonal requirements of snow removal rental equipment including operators with an option to renew for one (1) additional season with contracts approved by Troy City Council on November 19, 2007 {Res#2007-11-332-F6}.
- Of the five (5) vendors originally awarded contracts, three (3) have agreed to renew their contracts under the same pricing, terms and conditions as last year. The remaining two (2) companies are either no longer in the snow removal business or have downsized operations.

Financial Considerations

- Funds are available in the operating budgets of the Streets Division for snow and ice control for local, major and county roads.
- Contract prices are the same as last year.

Legal Considerations

- Due to the variability of weather and fluctuating equipment availability, many companies do not bid on snow removal services. Therefore, the City hires additional contractors based upon the emergency provision powers of the City Manager.

Policy Considerations

- Snow emergencies often require hiring additional companies to assist in the snow removal effort. (Outcome Statement I)
- Pre-approval to extend contract prices to other contractors in times of snow emergencies, after the successful bidders have been employed, could speed the snow removal process. (Outcome Statement I, II)

Options

- City management recommends renewing contracts for one (1) additional season to provide snow removal rental equipment including operators to the following vendors: Florence Cement Company and DiPonio Contracting of Shelby Township, and Sterling Topsoil and Grading of Fraser, at unit prices listed in Appendix A.

APPENDIX A

Equipment	Hourly Rate/Unit	Number of Units Company Can Provide				
		Florence Cement Company	Deano Mac's Services	Diponio Contracting	Sterling Topsoil and Grading	Agra Landscaping
Road Grader - 20,000 GVW	\$ 150.00	3			1	
Front end Loader - 3 yd Capacity	\$ 130.00			1	2	
Front end Loader - 5 yd Capacity	\$ 140.00	5		2	1	
Pick up w/minimum 8ft Blade	\$ 75.00	2	4			4



October 3, 2008

ATTN: Frank DiPonio
DiPonio Contracting
51173 Simone Industrial Drive
Shelby Twp., MI 48318
FAX: (586) 997-4192

Dear Mr. DiPonio:

The City of Troy entered into contract #20700494-OB with DiPonio Contracting to provide one-season requirements of emergency snow removal with an option to renew for one additional season, which currently has expired. The City is interested to know whether DiPonio Contracting will renew its contract at established prices for the one additional season.

Please fax this letter back to Deanna Theobald at the DPW indicating if DiPonio Contracting wishes to renew this contract until April 15, 2009. The fax number is (248) 524-3520. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3501

CHECK ONE:

DiPonio Contracting is interested in renewing the contract under the same prices, terms, and conditions:

X
Signed: Authorized Company Representative

Description	Number Available	Hourly Rate
Front End Loader - 3 YD Capacity	1	\$130.00
Front End Loader - 5 YD Capacity	5	\$140.00

DiPonio Contracting is not interested in renewing the contract: ()

X
Signed: Authorized Company Representative

Date: 10-6-08

Thank you,
Deanna Theobald
Department of Public Works, City of Troy



Department of Public Works
4693 Rochester Rd
Troy, MI 48085
Phone: (248) 524-3501
Fax: (248) 524-3520

Fax

FROM

Frank DiPonio

TO:

Deanna Theobald

Company: DiPonio Contracting

Pages: 1

Fax: 586.997.4152

Date: 10/7/2008

Re: Phone Numbers

cc:

Urgent For Review Please Comment Please Reply Please Recycle

Please verify the phone numbers below for the snow removal.

586.997.4150

24 hr. Emergency: 810.560.4457 – Frank DiPonio

OK

If you have any questions please call me at 248.524.3501

Thank you
Deanna Theobald
Administrative Aide
City of Troy
Department of Public Works



October 3, 2008

ATTN: Steven J Pantaleo
Florence Cement Company
12798 23 Mile Road
Shelby Twp., MI 48315
FAX: (586) 997-3966

Dear Mr. Pantaleo:

The City of Troy entered into contract #20700491-OB with Florence Cement Company to provide one-season requirements of emergency snow removal with an option to renew for one additional season, which currently has expired. The City is interested to know whether Florence Cement Company will renew its contract at established prices for the one additional season.

Please fax this letter back to Deanna Theobald at the DPW indicating if Florence Cement Company wishes to renew this contract until April 15, 2008. The fax number is (248) 524-3520. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3501

CHECK ONE:

Florence Cement Company is interested in renewing the contract under the same prices, terms, and conditions:

X  STEVEN J. PANTALEO
Signed: Authorized Company Representative

X ()

Description	Number Available	Hourly Rate
Road Grader - 20,000 GVW	3	\$150.00
Front End Loader - 5 YD Capacity	5	\$140.00
Pickup w/ Minimum 8FT Blade	2	\$75.00

Florence Cement Company is not interested in renewing the contract: ()

X
Signed: Authorized Company Representative

Date: OCTOBER 6, 2008

Thank you,
Deanna Theobald
Department of Public Works, City of Troy



Department of Public Works
4693 Rochester Rd
Troy, MI 48085
Phone: (248) 524-3501
Fax: (248) 524-3520

Fax

FROM
TO: Steven Pantaleo

TO:
FROM: Deanna Theobald

Company: Florence Cement

Pages: 1

Fax: 586.997-3966

Date: 10/7/2008

Re: Phone Numbers

CC:

Urgent For Review Please Comment Please Reply Please Recycle

Please verify the phone numbers below for the snow removal:

586.997.2666

24 hr. Emergency: 810-560-4141 -- Cell - Michael Pittiglio

~~586-781-0787 Home~~ → 586 781 8691

810-560-4144 -- Cell -- Jeff Foltz
586-752-5459 -- Home

If you have any questions please call me at 248.524.3501

ALL OTHERS ARE RIGHT

Thank you
Deanna Theobald
Administrative Aide
City of Troy
Department of Public Works



October 3, 2008

ATTN: Don Gerlach
Sterling Topsoil Grading
P.O. Box 26537
Fraser, MI 48026
FAX: (586) 264-0310

Dear Mr. Gerlach:

The City of Troy entered into contract #20700496-OB with Sterling Topsoil Grading to provide one-season requirements of emergency snow removal with an option to renew for one additional season, which currently has expired. The City is interested to know whether Sterling Topsoil Grading will renew its contract at established prices for the one additional season.

Please fax this letter back to Deanna Theobald at the DPW indicating if Sterling Topsoil Grading wishes to renew this contract until April 15, 2009. The fax number is (248) 524-3520. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3501

CHECK ONE:

Sterling Topsoil Grading is interested in renewing the contract under the same prices, terms, and conditions:

x Donald W. Gerlach
Signed: Authorized Company Representative

Description	Number Available	Hourly Rate
Road Grader - 20,000 GVW	1	\$150.00
Front End Loader - 3 YD Capacity	2	\$130.00
Front End Loader - 5 YD Capacity	1	\$140.00

Sterling Topsoil Grading is not interested in renewing the contract: ()

X _____
Signed: Authorized Company Representative

Date: 10-3-08

Thank you,
Deanna Theobald
Department of Public Works, City of Troy



Department of Public Works
4693 Rochester Rd
Troy, MI 48085
Phone: (248) 524-3501
Fax: (248) 524-3520

Fax

To: Donald Gerlach	From: Deanna Theobald
Company: Sterling Topsoil Grading	Pages: 1
Fax: 586.264.0310	Date: 10/7/2008
Re: Phone Numbers	CC:
<input type="checkbox"/> Urgent <input type="checkbox"/> For Review <input type="checkbox"/> Please Comment <input checked="" type="checkbox"/> Please Reply <input type="checkbox"/> Please Recycle	

Please verify the phone numbers below for the snow removal:

586.264.3000

Randy Hunt

24 hr. Emergency: 586.354.8427 - ~~Donald Gerlach~~

Owner - Donald Gerlach 586-354-8401

If you have any questions please call me at 248.524.3501

Thank you
Deanna Theobald
Administrative Aide
City of Troy
Department of Public Works

RESOLVED, That the Minutes of the 7:30 PM Regular City Council Meeting of November 12, 2007 be **APPROVED** as corrected.

F-3 Proposed City of Troy Proclamation:

Resolution #2007-11-332-F-3

RESOLVED, That Troy City Council hereby **APPROVES** the following City of Troy Proclamation:

- a) National Family Caregivers Month – November, 2007

F-4 Standard Purchasing Resolutions: None Submitted

F-5 2007/08 Budget Amendment No. 1

Resolution #2007-11-332-F-5

RESOLVED, That Troy City Council hereby **APPROVES** 2007/08 Budget Amendment No. 1 as submitted, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

F-6 Contract Award: Informal Quote Process – Snow Removal Rental Equipment Including Operators

Resolution #2007-11-332-F-6

RESOLVED, That Troy City Council hereby **AWARDS** contracts to provide seasonal requirements of snow removal rental equipment including operators with an option to renew for one (1) additional season utilizing an informal quote process to the following vendors at the hourly rates contained in Appendix A, a copy of which shall be **ATTACHED** to the original Minutes of this meeting:

<u>COMPANY NAME</u>	<u>LOCATION</u>
Florence Cement Company	Shelby Township, MI
Deano Mac’s Services, LLC	Oxford, MI
Diponio Contracting	Shelby Township, MI
Sterling Topsoil and Grading	Fraser, MI
Agra Landscaping LLC	Birmingham, MI

BE IT FURTHER RESOLVED, That Troy City Council hereby **AUTHORIZES** City staff to extend the hourly contract prices to other contractors, after the successful bidders have been employed, to speed the snow removal process during times of snow emergencies; and

BE IT FINALLY RESOLVED, That the contracts will expire April 15, 2008, and are **CONTINGENT** upon contractors’ submission of properly executed contract documents, including insurance certificates and all other specified requirements.



CITY COUNCIL ACTION REPORT

November 5, 2007

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: Contract Award: Informal Quote Process – Snow Removal Rental Equipment Including Operators

Background

- In September 2007, Purchasing began conducting market surveys to gather pricing information in order to establish snow removal equipment rates.
- Based on the outcome of the market survey, an informal quote process was conducted using the MITN system.
- 115 vendors were notified via the MITN System.
- On October 16, 2007, quotes were received for seasonal requirements of snow removal rental equipment including operators with an option to renew for one (1) additional season.
- Combined with the market survey and the MITN responses, a total of six (6) vendors responded. One vendor requested to withdraw due to prior contract commitments.
- Contract pricing was set by the company(s) offering the lowest price for each piece of equipment. All five (5) vendors agreed to meet the set contract prices.

Financial Considerations

- Funds are available in the operating budgets of the Streets Division for snow and ice control for local, major and county roads.
- Contract prices are the same as last year with the exception of the pick-up truck with minimum 8ft blade whose hourly rate dropped from \$85.00 to \$75.00 per hour.

Legal Considerations

- RFQ-COT 20710070, Seasonal Requirements of Snow Removal Rental Equipment including Operators with an option to renew for one (1) additional season was opened on October 16, 2007. The informal quote process and market survey resulted in five (5) vendors responding.
- Due to the variability of weather and fluctuating equipment availability, many companies do not bid on snow removal services. Therefore, the City hires additional contractors based upon the emergency provision powers of the City Manager.

November 5, 2007

To: Phillip L. Nelson, City Manager

Re: Contract Award – Snow Removal Rental Equipment Including Operators

Policy Considerations

- Snow emergencies often require hiring additional companies to assist in the snow removal effort. (Goal I)
- All vendors were given the opportunity to respond with their level of interest in supplying services for the City of Troy. (Goal II)
- Pre-approval to extend contract prices to other contractors in times of snow emergencies, after the successful bidders have been employed, could speed the snow removal process. (Goal I, II)

Options

- City management recommends awarding contracts for one (1) season of snow removal rental equipment including operators with an option to renew for one (1) additional season to the following responsive vendors: Florence Cement Company, Deano Mac's Services LLC, Diponio Contracting, Sterling Topsoil and Grading, and Agra Landscaping, LLC at unit prices listed in Appendix A.