



## CITY COUNCIL ACTION REPORT

March 16, 2009

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration  
Susan A. Leirstein, Purchasing Director  
Gary G. Mayer, Acting Police Chief  
William S. Nelson, Fire Chief  
Timothy L. Richnak, Public Works Director

SUBJECT: Standard Purchasing Resolution 2: Bid Award-  
Lowest Bidder Meeting Specifications – Vehicle Graphics

### **Background**

- On February 11, 2009, bids were received and opened for ITB-COT 08-42 to provide two-year requirements to install and/or purchase vehicle graphic material for Police, Fire, and Fleet departments with an option to renew for two (2) additional years.
- 93 vendors were notified via the MITN system.
- Five (5) bid proposals were received; as well as one statement of no bid. Signs & More, the apparent low bidder, withdrew from the process when discovered they bid solvent printing of the graphics, as opposed to screen printing as specified in the bid documents.
- Vendors are required to provide all labor, tools, material and equipment to install vehicle graphics at locations designated by the City. All work requested must be completed within five (5) business days.
- The lowest acceptable bidder meeting specifications was Majik Graphics, Inc. of Clinton Township, MI.

### **Financial Considerations**

- Funds for these services are available in the operating budgets of the following departments:
  - Fleet: #661.549.550.7740.010 – Operation & Maintenance Operating Supplies
  - Fire: #101.336.338.7740.115 – Operating Supplies
  - Police: # 101.301.12.315.7802.070 – Contractual Services

### **Legal Considerations**

- ITB-COT 08-42 was competitively bid and vendors were given the opportunity to respond with their level of interest in providing two year requirements to install and/or purchase vehicle graphic material as required by City Charter and Code
- The award is contingent upon contractor's submission of proper insurance certificates and all other specified requirements.

### **Policy Considerations**

- Maintenance of City vehicles and emergency equipment is consistent with Troy City Council's ongoing objective to enhance the health and safety of the community. (Outcome Statement I)

### **Options**

- City management recommends awarding a contract to provide 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 to the lowest bidder meeting specifications, Majik Graphics, Inc. of Clinton Township, MI, for an estimated annual cost of \$20,247.60 at unit prices contained in the attached bid tabulation with a contract expiration of March 31, 2011.

VENDOR NAME:

	Majik Graphics, Inc.	Upper Level Graphics	Graphic Resource Group
Check Number	14496924	2066985	714294007
Check Amount	\$ 500.00	\$ 500.00	\$ 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	Unit Price	Extension
<b>1. POLICE VEHICLE GRAPHICS (COMPLETE) - Non Reflective</b>								
1.a.	12 ea	Police Vehicles - Fully Marked	\$ 289.00	\$ 3,468.00	\$ 257.00	\$ 3,084.00	\$ 562.50	\$ 6,750.00
1.b.	4 ea	Police Vehicles - Semi Marked	\$ 145.00	\$ 580.00	\$ 75.00	\$ 300.00	\$ 181.25	\$ 725.00
1.c.	4 ea	Police Vehicles (K-9)	\$ 319.00	\$ 1,276.00	\$ 277.00	\$ 1,108.00	\$ 575.00	\$ 2,300.00
1.d.	2 ea	Police Vehicles (Evidence Tech)	\$ 319.00	\$ 638.00	\$ 257.00	\$ 514.00	\$ 562.50	\$ 1,125.00
1.e.	2 ea	Motorcycles-(Gold - reflective )	\$ 115.00	\$ 230.00	\$ 223.00	\$ 446.00	\$ 543.75	\$ 1,087.50
1.f.	1 ea	Animal Control Officer Vehicle	\$ 362.00	\$ 362.00	\$ 486.00	\$ 486.00	\$ 650.00	\$ 650.00
1.g.	1 ea	Police Vehicle (Community Serv)	\$ 319.00	\$ 319.00	\$ 257.00	\$ 257.00	\$ 550.00	\$ 550.00
1.h.	1 ea	PSA (reflective)	\$ 545.00	\$ 545.00	\$ 486.00	\$ 486.00	\$ 900.00	\$ 900.00
<b>Sub-Total</b>				\$ 7,418.00		\$ 6,681.00		\$ 14,087.50

COST FOR REPLACEMENT OF DAMAGED SECTIONS		Material	Labor	Material	Labor	Material	Labor	
1.i.	14 ea	Front Fender - either side	\$ 32.00	\$ 35.00	\$ 40.00	\$ 40.00	\$ 50.00	\$ 100.00
1.j.	14 ea	Rear Quarter Panel - either side	\$ 42.00	\$ 35.00	\$ 45.00	\$ 40.00	\$ 62.50	\$ 137.50
1.k.	24 ea	Doors - Front or Rear	\$ 35.00	\$ 35.00	\$ 80.00	\$ 60.00	\$ 87.50	\$ 156.25
1.l.	12 ea	Vehicle Trunk - Letters/Numbers	\$ 32.00	\$ 35.00	\$ 20.00	\$ 30.00	\$ 50.00	\$ 100.00
<b>Sub-Total</b>			\$ 4,500.00		\$ 6,270.00		\$ 12,550.00	

LABOR COST FOR REMOVAL OF DECALS & GRAPHICS		Labor	Labor	Labor	
1.m.	20 ea	Fully Marked Patrol Cars	Non Reflect \$ 95.00	\$ 85.00	\$ 340.00
1.n.	4 ea	Semi Marked Traffic Safety Vehicles	\$ 35.00	\$ 40.00	\$ 125.00
1.o.	2 ea	Police Motorcycles	\$ 35.00	\$ 100.00	\$ 215.00
<b>Sub-Total</b>			\$ 2,110.00	\$ 2,060.00	\$ 7,730.00

ADDITIONAL ITEMS		Material	Labor	Material	Labor	Material	Labor	
1.p.	4 ea	K-9 Markings (Head on Pillar)	\$ 10.00	\$ 10.00	\$ 35.00	\$ 25.00	\$ 31.25	\$ 93.75
1.q.	4 ea	K-9 Graphics (Name on Pillar)	\$ 10.00	\$ 10.00	\$ 15.00	\$ 25.00	\$ 31.25	\$ 93.75
1.r.	4 ea	K-9 Graphics (Caution on Window)	\$ 10.00	\$ 10.00	\$ 15.00	\$ 25.00	\$ 31.25	\$ 93.75
1.s.	4 ea	Unit Designator (K-9,Evidence,etc)	\$ 20.00	\$ 10.00	\$ 30.00	\$ 25.00	\$ 37.50	\$ 93.75
1.t.	2 ea	Motorcycle (Full Ferring)	\$ 25.00	\$ 20.00	\$ 45.00	\$ 25.00	\$ 75.00	\$ 93.75
1.u.	2 ea	Motorcycle (Tank)	\$ 16.00	\$ 20.00	\$ 65.00	\$ 35.00	\$ 100.00	\$ 93.75
1.v.	2 ea	Motorcycle (Saddle Bags)	\$ 12.00	\$ 20.00	\$ 45.00	\$ 35.00	\$ 75.00	\$ 93.75
1.w.	2 ea	Motorcycle (Rear Fender)	\$ 8.00	\$ 20.00	\$ 15.00	\$ 25.00	\$ 50.00	\$ 93.75
1.x.	2 ea	Motorcycle (Front Fender)	\$ 16.00	\$ 20.00	\$ 45.00	\$ 35.00	\$ 75.00	\$ 93.75
1.y.	8 sets	12" Roof Numbers (Set of 3)	\$ 35.00	\$ 20.00	\$ 45.00	\$ 45.00	\$ 43.75	\$ 125.00
1.z.	16 ea	American Flags	\$ 6.00	\$ 5.00	\$ 15.00	\$ 25.00	\$ 18.75	\$ 93.75
<b>Sub-Total</b>			\$ 1,330.00		\$ 2,880.00		\$ 6,862.50	

Item	Qty.	Description	Unit Price	Extension	Unit Price	Extension	
<b>2. FIRE VEHICLE GRAPHICS (COMPLETE)</b>							
2.a.	2 ea	Staff/Utility Vehicles	\$ 430.00	\$ 860.00	\$ 545.00	\$ 1,090.00	
2.b.	1 ea	Fire Apparatus (Large)	\$ 309.00	\$ 309.00	\$ 375.00	\$ 375.00	
2.c.	1 ea	Command Vehicle	\$ 440.00	\$ 440.00	\$ 545.00	\$ 545.00	
<b>Sub-Total</b>				\$ 1,609.00		\$ 2,010.00	

COST FOR REPLACEMENT OF DAMAGED SECTIONS		Material	Labor	Material	Labor	Material	Labor	
2.d.	2 ea	Front & Back Fender -either side	\$ 47.00	\$ 35.00	\$ 100.00	\$ 60.00	\$ 106.25	\$ 93.75
2.e.	2 ea	Rear Quarter Panel - either side	\$ 35.00	\$ 35.00	\$ 100.00	\$ 60.00	\$ 87.50	\$ 93.75
2.f.	2 ea	Doors - Front or Rear	\$ 47.00	\$ 35.00	\$ 175.00	\$ 85.00	\$ 106.25	\$ 112.50
2.g.	2 ea	Vehicle Front - Letters/Numbers	\$ 10.00	\$ 35.00	\$ 35.00	\$ 25.00	\$ 56.25	\$ 93.75
2.h.	2 ea	Rear Hatch-Letters/Numbers	\$ 47.00	\$ 35.00	\$ 85.00	\$ 45.00	\$ 62.50	\$ 93.75
2.i.	4 ea	Labor Cost for removal of decals	\$ -	\$ 135.00	\$ -	\$ 275.00	\$ -	\$ 437.50
<b>Sub-Total</b>			\$ 1,262.00		\$ 2,640.00		\$ 3,562.50	

VENDOR NAME: **Majik Graphics, Inc.** Upper Level Graphics Graphic Resource Group

**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	Unit Price	Extension
<b>3. FLEET - GRAPHICS ONLY</b>								
3.a.	24 ea	Decals 8" - Dept Design	\$ 18.00	\$ 432.00	\$ 19.50	\$ 468.00	\$ 15.00	\$ 360.00
3.b.	12 ea	Decals 8" - Plain	\$ 18.00	\$ 216.00	\$ 19.50	\$ 234.00	\$ 12.50	\$ 150.00
3.c.	24 ea	Decals 16" - Dept Design	\$ 38.00	\$ 912.00	\$ 34.25	\$ 822.00	\$ 30.00	\$ 720.00
3.d.	12 ea	Decals 16" - Plain	\$ 38.00	\$ 456.00	\$ 34.25	\$ 411.00	\$ 25.00	\$ 300.00
<b>Sub-Total</b>				<b>\$ 2,016.00</b>		<b>\$ 1,935.00</b>		<b>\$ 1,530.00</b>

Item	Description	Material	Material
<b>General Decal Costs/Each</b>			
4.a.	Letters/Numbers	\$ 0.55	\$ 0.18 Sq Inch non-reflective
4.b.	Stripes	\$ 0.30	\$ 0.05 Sq Inch
4.c.	Shield Markings	\$ 1.75 Screen Printed	\$ 0.15 Sq Inch
5.	Computerized "New" Vehicle Design	NO CHARGE	NO CHARGE
<b>Sub-Total</b>		<b>\$ 2.60</b>	<b>\$ 0.38</b>

**ESTIMATED TOTAL COST:** \$ 20,247.60 \$ 24,476.38 \$ 50,060.80

**CONTACT INFORMATION:** Hrs of Oper 8:30 AM to 5 PM M-F 9 AM to 6 PM M-F 8:30 AM to 5 PM M-F  
Phone # 586-354-8392 313-980-5984 248-882-0860

**SITE INSPECTION:** Y/N No Yes Yes  
DATE Current Provider 2/6/2009 2/3/2009

**INSURANCE:** Can Meet XX XX  
Cannot Meet +\$550.00

**PAYMENT TERMS:** Net 30 Net 30 Days Net 30 Days

**WARRANTY:** Life of Vehicle Per 3M Manufacturer 3 Years

**DELIVERY OF DECALS:** FOB Troy Courier / Installer 2 - 4 Days ARO

**EXCEPTIONS:** Attached To Bid Blank Blank

**ACKNOWLEDGEMENT:** Y or N Yes Yes Yes

DMS

Signs&More-Rochester Hills (\$20,207.33) Withdrew bid - Reason: Solvent printing (digital) as opposed to screen printing, as specified.

NO BID:

J.L. Geisler Corporation

**HIGHLIGHTED AREA DENOTES LOWEST ACCEPTABLE BIDDER**

ATTEST:

Debra Painter  
Keith Lenderman  
Linda Bockstanz

Susan Leistein CPPB  
Purchasing Director

Opening Date -- 2/11/09  
 Date Prepared -- 3/16/09

VENDOR NAME:

Innovative Media		
Check Number	714301742	
Check Amount	\$ 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			
<b>1. POLICE VEHICLE GRAPHICS (COMPLETE) - Non Reflective</b>							
1.a.	12 ea	Police Vehicles - Fully Marked	\$ 1,000.00	\$ 12,000.00			
1.b.	4 ea	Police Vehicles - Semi Marked	\$ 950.00	\$ 3,800.00			
1.c.	4 ea	Police Vehicles (K-9)	\$ -	\$ -			
1.d.	2 ea	Police Vehicles (Evidence Tech)	\$ 1,000.00	\$ 2,000.00			
1.e.	2 ea	Motorcycles-(Gold - reflective )	\$ 700.00	\$ 1,400.00			
1.f.	1 ea	Animal Control Officer Vehicle	\$ 950.00	\$ 950.00			
1.g.	1 ea	Police Vehicle (Community Serv)	\$ 1,000.00	\$ 1,000.00			
1.h.	1 ea	PSA (reflective)	\$ 1,000.00	\$ 1,000.00			
<b>Sub-Total</b>				<b>\$ 22,150.00</b>			
<b>COST FOR REPLACEMENT OF DAMAGED SECTIONS</b>							
			<b>Material</b>	<b>Labor</b>			
1.i.	14 ea	Front Fender - either side	\$ 150.00	\$ 150.00			
1.j.	14 ea	Rear Quarter Panel - either side	\$ 150.00	\$ 150.00			
1.k.	24 ea	Doors - Front or Rear	\$ 150.00	\$ 150.00			
1.l.	12 ea	Vehicle Trunk - Letters/Numbers	\$ 150.00	\$ 150.00			
<b>Sub-Total</b>				<b>\$ 19,200.00</b>			
<b>LABOR COST FOR REMOVAL OF DECALS &amp; GRAPICS</b>							
				<b>Labor</b>			
1.m.	20 ea	Fully Marked Patrol Cars		\$ 250.00			
1.n.	4 ea	Semi Marked Traffic Safety Vehicles		\$ 250.00			
1.o.	2 ea	Police Motorcycles		\$ 250.00			
<b>Sub-Total</b>				<b>\$ 6,500.00</b>			
<b>ADDITIONAL ITEMS</b>							
			<b>Material</b>	<b>Labor</b>			
1.p.	4 ea	K-9 Markings (Head on Pillar)	\$ 25.00	\$ 25.00			
1.q.	4 ea	K-9 Graphics (Name on Pillar)	\$ 25.00	\$ 25.00			
1.r.	4 ea	K-9 Graphics (Caution on Window)	\$ 25.00	\$ 25.00			
1.s.	4 ea	Unit Designator (K-9,Evidence,etc)	\$ -	\$ -			
1.t.	2 ea	Motorcycle (Full Ferring)	\$ 100.00	\$ 150.00			
1.u.	2 ea	Motorcycle (Tank)	\$ 100.00	\$ 150.00			
1.v.	2 ea	Motorcycle (Saddle Bags)	\$ 100.00	\$ 150.00			
1.w.	2 ea	Motorcycle (Rear Fender)	\$ 100.00	\$ 150.00			
1.x.	2 ea	Motorcycle (Front Fender)	\$ 100.00	\$ 150.00			
1.y.	8 sets	12" Roof Numbers (Set of 3)	\$ 75.00	\$ 75.00			
1.z.	16 ea	American Flags	\$ 15.00	\$ 15.00			
<b>Sub-Total</b>				<b>\$ 4,780.00</b>			
<b>Item</b>	<b>Qty.</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extension</b>			
<b>2. FIRE VEHICLE GRAPHICS (COMPLETE)</b>							
2.a.	2 ea	Staff/Utility Vehicles	\$ 1,000.00	\$ 2,000.00			
2.b.	1 ea	Fire Apparatus (Large)	\$ 1,000.00	\$ 1,000.00			
2.c.	1 ea	Command Vehicle	\$ 1,000.00	\$ 1,000.00			
<b>Sub-Total</b>				<b>\$ 4,000.00</b>			
<b>COST FOR REPLACEMENT OF DAMAGED SECTIONS</b>							
			<b>Material</b>	<b>Labor</b>			
2.d.	2 ea	Front & Back Fender -either side	\$ 150.00	\$ 150.00			
2.e.	2 ea	Rear Quarter Panel - either side	\$ 150.00	\$ 150.00			
2.f.	2 ea	Doors - Front or Rear	\$ 150.00	\$ 150.00			
2.g.	2 ea	Vehicle Front - Letters/Numbers	\$ 150.00	\$ 150.00			
2.h.	2 ea	Rear Hatch-Letters/Numbers	\$ 150.00	\$ 150.00			
2.i.	4 ea	Labor Cost for removal of decals	\$ -	\$ 250.00			
<b>Sub-Total</b>				<b>\$ 4,000.00</b>			

CITY OF TROY  
 VEHICLE GRAPHIC MATERIALS  
 BID TABULATION

Opening Date -- 2/11/09  
 Date Prepared -- 3/16/09

VENDOR NAME: Innovative Media

**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			
<b>3. FLEET - GRAPHICS ONLY</b>							
3.a.	24 ea	Decals 8" - Dept Design	\$ 10.00	\$ 240.00			
3.b.	12 ea	Decals 8" - Plain	\$ 10.00	\$ 120.00			
3.c.	24 ea	Decals 16" - Dept Design	\$ 15.00	\$ 360.00			
3.d.	12 ea	Decals 16" - Plain	\$ 15.00	\$ 180.00			
<b>Sub-Total</b>				<b>\$ 900.00</b>			

Item	Description			
<b>General Decal Costs/Each</b>				
4.a.	Letters/Numbers	\$ 15.00	Ea	
4.b.	Stripes	\$ 100.00	Ea	
4.c.	Shield Markings	\$ 25.00	Ea	
5.	Computerized "New" Vehicle Design	NO CHARGE		
<b>Sub-Total</b>		<b>\$ 140.00</b>		

**ESTIMATED TOTAL COST: \$ 61,670.00**

**CONTACT INFORMATION:** Hrs of Oper 8 AM to 5 PM  
 Phone # 248-616-9394

**SITE INSPECTION:** Y/N Yes  
 DATE 2/6/2009

**INSURANCE:** Can Meet XX  
 Cannot Meet

**PAYMENT TERMS:** Blank

**WARRANTY:** Blank

**DELIVERY OF DECALS:** Blank

**EXCEPTIONS:** Blank

**ACKNOWLEDGEMENT:** Y or N Yes