



CITY COUNCIL ACTION REPORT

March 18, 2009

TO: Phillip L. Nelson, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration
Susan A. Leirstein, Purchasing Director
Carol K. Anderson, Parks and Recreation Director

SUBJECT: Standard Purchasing Resolution 2: Bid Award-
Lowest Acceptable Bidders Meeting Specifications
Fertilization Services at Sylvan Glen and Sanctuary Lake Golf Courses

Background

- On March 5, 2009, two (2) bids were received and opened for IBT-COT 09-04 to provide one-year requirements of fertilization services for Sylvan Glen and Sanctuary Lake Golf Courses with an option to renew for one additional year.
- 239 vendors were notified via the MITN system.
- Vendors are required to provide all fertilizers in bulk form and have application equipment capable of handling bulk fertilizer with no damage to the golf course grounds.
- Both companies Turfgrass Inc. of Novi, MI, and Tri-Turf Inc. of Farmington Hills, MI, submitted bids and many alternate fertilizers. All fertilizer formulas were analyzed and those not meeting specifications identified by either nitrogen sources, fertilizer residual, percentages of slow release nutrient sources or being more costly to apply per acre.
- Upon analyzing all bids including alternates, it was determined to be in the City's best interest to split the bid as follows:
 - Spring Fairway Application for Sylvan Glen Golf Course to Tri-Turf Inc. of Farmington Hills, MI. 21-0-21 Fertilizer at a cost of \$0.55 per pound plus application fee.
 - Rough Application for Sylvan Glen Golf Course to Tri-Turf Inc. of Farmington Hills, MI 25-0-14 Fertilizer at a cost of \$0.537 per pound plus application fee.
 - Spring Fairway Application for Sanctuary Lake Golf Course to Tri-Turf Inc. of Farmington Hills, MI 25-0-15 Fertilizer at a cost of \$0.63 per pound plus application fee.
 - Summer Fairway Application for Sylvan Glen and Sanctuary Lake Golf Courses to Turfgrass Inc. of Novi, MI 24-0-22 Fertilizer at a cost of \$0.914 per pound plus application fee.

March 18, 2009

To: Phillip L. Nelson, City Manager
Re: Bid Award – Lowest Bidders Meeting Specifications – Fertilization Services

Financial Considerations

- Funds for these services are available in the contractual service grounds maintenance accounts for Sylvan Glen #584.785.7802.050 and Sanctuary Lake #583.765.7802.050.

Legal Considerations

- ITB-COT 09-04 to provide fertilizer application services for both golf courses was competitively bid as required by City Charter and Code.
- The awards are contingent upon contractors' submission of proper insurance certificates, and all other specified requirements.

Policy Considerations

- Awarding contracts to vendors saves labor costs in personal service, and is a more efficient, safe means of applying fertilizer to large areas of the golf courses in a timely manner with little or no disruption to staff or our cliental. (Outcome Statement II)
- Changes in the specification process generated a wider selection of fertilizers and analysis allowing staff the ability to increase acreage at an estimated cost less than those previously bid. (Priority Funding Output J)

Options

- City management and the Golf Division of the Parks and Recreation department recommend splitting the award for fertilization services for Sylvan Glen and Sanctuary Lake Golf Courses to the lowest bidders meeting specifications, Turfgrass, Inc. of Novi, MI, and Tri-Turf Inc. of Farmington Hills MI, at unit prices contained in the bid tabulation with a contract expiration of December 31, 2009.

VENDOR NAME:

Tri-Turf	Turfgrass, Inc
14559536	9468400905
\$500.00	\$500.00

CHECK #
AMOUNT

PROPOSAL-- FURNISH ONE (1) YEAR REQUIREMENTS OF FERTILIZATION SERVICES AT SYLVAN GLEN AND SANCTUARY LAKE GOLF COURSES WITH AN OPTION TO RENEW FOR ONE (1) ADDITIONAL YEAR

PROPOSAL "A"	SYLVAN GLEN GOLF COURSE	#F/Acre	Cost/Pound	#F/Acre	Cost/Pound	
<i>For Golf Course Fairways & Roughs & Berms</i>						
21 Acres	Spring Cost per pound	207	\$ 0.550	261	\$ 0.742	
30 Acres	Summer Cost per pound	272	\$ 0.810	236	\$ 0.914	DMS=>
				Alt 202	\$ 0.795	=>DMS
				Alt 171	\$ 0.777	=>DMS
70 Acres	Spring/Summer Cost per pound	175	\$ 0.537	201	\$ 0.670	
				Alt 182	\$ 0.436	=>DMS
PROPOSAL "B"	SANCTUARY LAKE GOLF COURSE	#F/Acre	Cost/Pound	#F/Acre	Cost/Pound	
<i>For Golf Course Fairways & Roughs & Berms</i>						
64 Acres	Spring Cost per pound	175	\$ 0.630	254	\$ 0.632	
64 Acres	Summer Cost per pound	272	\$ 0.810	272	\$ 0.914	DMS=>
				Alt 233	\$ 0.795	=>DMS
				Alt 198	\$ 0.777	=>DMS
PROPOSAL "C"	APPLICATION SERVICE COSTS	Cost/Acre	Cost/Acre			
249 Total Acres	For Golf Course Fairways & Roughs & Berms at Both Facilities					
	15-50 acres	\$ 18.50	\$ 16.25			
	51-150 acres	\$ 16.25				
	151- + acres	\$ 14.00				
ESTIMATED TOTAL AWARDED ITEMS:		\$ 18,543.85	\$ 23,909.53			
SITE INSPECTION:	Y/N	Yes	Yes			
	DATE	Many Times	Various Dates			
CONTACT INFORMATION:	Hours of Operation	8-5pm	6am-9pm			
	24HR Phone Number	248.640.4439	248.866.6081			
INSURANCE:	Can Meet	XX	XX			
	Cannot Meet					
ALTERNATE INSURANCE: POLLUTION COVERAGE	Can Meet	Blank	XX			
	Cannot Meet	Blank				
FINAL INSURANCE CERTIFICATION	Y or N	Yes	Yes			
BIDDER'S QUESTIONNAIRE	Attached: Y or N	Yes	Yes			
PAYMENT TERMS:		2%, 10, Net 30	N 30 Days			
WARRANTY:		Per Manufacturer	Per Manufacturer			
EXCEPTIONS:		See Attachment To Bid	Bid Includes approved Alternates. Product info sheets attached			
ACKNOWLEDGEMENT	Y or N	Yes	Yes			

NO BID:
Lesco, Inc

HIGHLIGHTED AREAS DENOTES LOWEST ACCEPTABLE BIDDERS

ATTEST:
Diane Fisher
Danny McDonald
Linda Bockstanz

Susan Leirstein CPPB
Purchasing Director