



## CITY COUNCIL ACTION REPORT

April 21, 2009

TO: John Szerlag, Acting City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration  
Susan A. Leirstein, Purchasing Director  
Steven J. Vandette, City Engineer  
Steven A. Pallotta, Building Operations Director

SUBJECT: Standard Purchasing Resolution 1: Award to Low Bidder – Roof Replacement Engineering Field Office

### **Background**

- On April 7, 2009, bid proposals were received to replace the roof of the Engineering Field Office located at 3645 Crooks Road.
- The Engineering Field Office roof was replaced over 20 years ago by the previous owner of the building. The City of Troy purchased this building in 2006 and occupied the dwelling in July of the same year.
- In August of 2006, the Troy City Council approved \$27,060.00 in relocation and renovation repairs to this structure. Council Resolution # 2006-08-324-E-12
- The Building Operations department has been over numerous times to repair and re-attach blown off shingles to various areas of the roof structure.
- Specifications to replace the roof were developed by the Building Operations and the Building Inspection departments.
- 207 vendors were notified via the MITN system. Three (3) bid responses were received, as well as one statement of no bid. The low total bidder, Signature Design Building Company, LLC, will complete the project with a subcontractor, Moore Roofing, for an estimated total cost of \$14,317.00.
- Reference checks indicate previous customers are very satisfied with the work performed by Moore Roofing, who has been in business for 25 years.

### **Financial Considerations**

- Funding for this work is available in the Engineering Buildings and Improvements Capital Account #401.442.442.7975.120.

### **Legal Considerations**

- ITB-COT 09-15, to replace the roof system at the Engineering Field Office was competitively bid in accordance with City Charter and Code.
- The award is contingent upon contractor's submission of properly executed insurance certificates, bonds, and all other specified requirements.

April 21, 2009

To: John Szerlag, Acting City Manager  
Re: Bid Award – Roof Replacement Engineering Field Office

**Policy Considerations**

- Maintenance of this property will provide long term stability to the City of Troy building infrastructure. (Outcome Statement II)
- Proper maintenance helps retain and attract investment while encouraging redevelopment. (Goal III)

**Options**

- City management and the Building Operations department recommend awarding a contract to replace the roof at the Engineering Field Office to the low total bidder, Signature Design Building Company, LLC of Fowlerville, MI, who will complete the project with a subcontractor, Moore Roofing, for an estimated total cost of \$14,317.00, at unit prices contained in the bid tabulation opened April 7, 2009.

Opening Date -- 4/7/09  
 Date Prepared -- 4/14/09

CITY OF TROY  
 BID TABULATION  
 ROOF REPLACEMENT -FIELD ENGINEERING

VENDOR NAME:	** Signature Design Building Company, LLC	Constantine, Inc.	Butcher & Baecker Construction
CHECK #:	31079366	9479200754	9026001595
CHECK AMOUNT:	5% \$600.00	\$544.00	\$550.00

**PROPOSAL: ROOF REPLACEMENT OF ENGINEERING FIELD OFFICE at 3645 Crooks Road, TROY**

Remove and replace the roof system in accordance with specifications for a 40-Year, Dimensional Fiberglass Shingle System

<b>COMPLETE FOR THE SUM OF:</b>	<b>\$ 11,198.00</b>	\$ 10,865.00	\$ 15,000.00			
<b>MANUFACTURED BY:</b>	Certaiteed	Certaiteed	Certaiteed			
<b>Additional Costs: Materials</b>	<b>Est. Qty.</b>	<b>Price</b>	<b>Est. Qty.</b>	<b>Price</b>	<b>Est. Qty.</b>	<b>Price</b>
4' x 8' 1/2" Plywood		\$ 43.00		\$ 40.00		\$ 83.00
4' x 8' 3/4" Plywood	42	\$ 50.00	42	\$ 56.00	42	\$ 95.00
4' x 8' 5/8"		\$ 43.00		\$ 48.00		\$ 89.00
2" x 4" Wood Rafters		\$ 1.00		\$ 2.75		\$ 12.50
2" x 6" Wood Rafters		\$ 1.25		\$ 3.00		\$ 12.65
2" x 8" Wood Rafters	44	\$ 1.50	44	\$ 3.25	44	\$ 13.05
2" x 4" Collar Ties	11	\$ 0.50	11	\$ 2.75	11	\$ 12.50
2" x 6" Ridge Board	48	\$ 2.45	48	\$ 3.00	48	\$ 12.65
Knee Wall	0	\$ -	0	\$ -	0	\$ 13.00
<b>ESTIMATED TOTAL FOR MATERIALS</b>	<b>\$ 2,289.10</b>	\$ 2,669.25	\$ 5,308.90			
<b>ESTIMATED TOTAL:</b>	<b>\$ 13,567.10</b>	\$ 13,534.25	\$ 20,308.90			

**OPTIONAL: Alternative - Remove existing gutters and provide / install new aluminum gutters, etc.**

<b>COMPLETE FOR THE SUM OF:</b>	<b>\$ 750.00</b>	\$ 960.00	\$ 1,600.00
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<b>ESTIMATED GRAND TOTAL:</b>	<b>\$ 14,317.10</b>	\$ 14,494.25	\$ 21,908.90
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INSURANCE: Can Meet / Cannot Meet	XX	XX	XX
CONTACT INFORMATION			
Hrs of Operation	8:00 AM to 9:00 PM	7:30 AM to 4:30 PM	8:00 AM to 5:00 PM
24 Hr Phone No.	517-375-3395	586-726-9931	248-852-2323
SITE INSPECTION: Y/N (mandatory)	Yes	Yes	Yes
Date	3/24/2009	3/24/2009	3/24/2009
COMPLETION DATE:	June 15, 2009		
Can Meet / Cannot Meet	XX	XX	XX
BIDDER QUESTIONNAIRE: Y or N	Yes	Yes	Yes
PAYMENT TERMS:	30 Days	Blank	Net 30
WARRANTY:	2 Year Maintenance	Blank	2 Years
EXCEPTIONS:	Dimensional Lumber is SPF, Not SYP because of minimum order	Blank	Blank
ACKNOWLEDGEMENT: Y or N	Yes	Yes	Yes
ADDENDUM 1: Y or N	Yes	No	Yes
<b>NOTE:</b> Subcontractor Moore Roofing -			

**NO BIDS:**  
 Bloomfield Construction

**ATTEST:**  
 Barbara Pallotta  
 Mary Ann Hays  
 Bryan Olesek  
 Linda Bockstanz

**\*\* DENOTES LOW TOTAL BIDDER**

Susan Leirstein CPPB  
 Purchasing Director

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Suburban Maplelawn, LLC, is hereby **APPROVED** for the installation of water main and paving on the site and in the adjacent right of way, and the Mayor and City Clerk are **AUTHORIZED TO EXECUTE** the documents, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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#### **E-12 Relocation and Renovation of the Engineering Field Office**

Resolution #2006-08-324-E-12

RESOLVED, That City staff is **AUTHORIZED** to relocate and renovate office space for the Field Engineering Department, as outlined in Detailed Cost Estimates listed in Appendix A, for an estimated total cost of \$27,060.80 using in-house personnel, approved contracts, and standard purchasing procedures; and

BE IT FUTHER RESOLVED, That the 2006-07 Capital Budget be **AMENDED** to transfer the funds from the sale of the remnant parcel adjacent to the Rochester Road property to the Capital Budget to cover this expenditure.

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#### **E-14 Application for Transfer of Class C License for Troy Party Store**

##### **(a) New License**

Resolution #2006-08-324-E-14a

RESOLVED, That the request from Czaryd Enterprises, Inc., to transfer all stock in 2005 SDD and SDM licensed corporation by dropping John Czarnota as stockholder through transfer of 1,000 shares of stock to existing stockholder, Stanley Rydzewski, sometime in 1986; and wherein sole stockholder, Stanley Rydzewski, transfers 2,000 shares of stock to new stockholder, Daniel Rydzewski, located at 6990 John R, Troy, MI 48085, Oakland, be **CONSIDERED** for **APPROVAL**; and

BE IT FURTHER RESOLVED, That it is the consensus of this legislative body that the application **BE RECOMMENDED** for issuance.

##### **(b) Agreement**

Resolution #2006-08-324-E-14b

WHEREAS, The City Council of the City of Troy deems it necessary to enter agreements with applicants for liquor licenses for the purpose of providing civil remedies to the City of Troy in the event licensees fail to adhere to Troy Codes and Ordinances;

THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy hereby **APPROVES** an agreement with Czaryd Enterprises, Inc., to transfer all stock in 2005 SDD and SDM licensed corporation by dropping John Czarnota as stockholder through transfer of 1,000 shares of stock to existing stockholder, Stanley Rydzewski, sometime in 1986; and wherein sole stockholder, Stanley Rydzewski, transfers 2,000 shares of stock to new stockholder, Daniel Rydzewski, located at 6990 John R, Troy, MI 48085, Oakland County, and the Mayor