



CITY COUNCIL ACTION REPORT

July 28, 2009

TO: John Szerlag, 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 July 21, 2009, for seasonal requirements of snow removal services for the Home Chore Program with an option to renew for one (1) additional year.
- 201 vendors were notified via the Michigan Intergovernmental Trade Network website (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.
- The bid allowed for a primary and secondary contractor to be awarded in the event the primary was unable to provide services as needed.
- A tie bid resulted between MVP Environmental and Brantley Development. City management recommends awarding the primary contract to MVP Environmental, the local Troy vendor, all other things being equal.

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 09-28, Seasonal requirements of snow removal services for the Home Chore Program with an option to renew for one (1) additional year was competitively bid, in accordance with City Charter and Code.
- Awards are contingent upon contractors' submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

Policy Considerations

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

Options

- City management and the Public Works department recommend Troy 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, MVP Environmental LLC, of Troy, MI, as the primary contractor and Brantley Development LLC, of Westland, MI, as the secondary contractor at unit prices contained on the bid tabulation, which expires May 1, 2010.

Opening Date -- 7/21/09
 Date Prepared -- 7/28/09 sl

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

| VENDOR NAME: | PRIMARY MVP Environmental | | SECONDARY Brantley Development | | Meticulous Maintenance | |
|---|----------------------------------|-----------------------------|-----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| | | | LLC | | LLC | |
| | \$ 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 | | | | | | |
| EST # | | | | | | |
| 80 Snow Removal & Salting at residential City of Troy Homes | \$ 18.00 | \$ 7.00 | \$ 20.00 | \$ 5.00 | \$ 19.00 | \$ 8.00 |
| (Based on four call-outs per Year) | \$ 5,760.00 | \$ 2,240.00 | \$ 6,400.00 | \$ 1,600.00 | \$ 6,080.00 | \$ 2,560.00 |
| ESTIMATED GRAND TOTAL: | | \$ 8,000.00 | | \$ 8,000.00 | | \$ 8,640.00 |
| DAYTIME PHONE # | 248-330-1602 | | 810-610-0427 | | 248-421-6493 | |
| 24- HR PHONE # | 248-249-5711 | | 810-610-0427 | | 248-421-6490 | |
| INFORMATION: | | | | | | |
| Visited the Locations | Yes - 7/14, 7/18, & 7/20/09 | | No | | Yes - 2/28/09 | |
| Did not visit the locations | | | | | | |
| Business Location | Troy | | Westland | | Hazel Park | |
| EQUIPMENT LIST: Y or N | Yes | | Yes | | Yes | |
| CDBG EXPERIENCE: Y or N | No | | No | | Yes | |
| EMPLOYEES: FULL-TIME | 2 | | 2 | | 6 | |
| PART-TIME | 3 | | 8 | | 6 | |
| PAYMENT TERMS: | Blank | | 30 Days | | Net 30 | |
| EXCEPTIONS: | None | | Blank | | Blank | |
| ACKNOWLEDGEMENT: | Signed | Yes | | Yes | | Yes |
| AGREEMENT: | Signed | Yes | | Yes | | Yes |

PROPOSAL: Seasonal Requirements of Snow Removal Services for the Home Chore Program with an Option to Renew for One (1) Additional Year

ATTEST:
 Cheryl Stewart
 Vicki Richardson
 Linda Bockstanz

BOLDFACE TYPE DENOTES LOW TOTAL BIDDERS

 Susan Leirstein CPPB
 Purchasing Director

Opening Date -- 7/21/09
 Date Prepared -- 7/28/09

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

| VENDOR NAME: | | ULTRA Professional Outdoor Services, LLC | Zimmerman Lawn & Snow | | | | |
|---|---|---|-----------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| | | \$ 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 | | | | | | | |
| EST # | | | | | | | |
| 80 | Snow Removal & Salting at residential City of Troy Homes <i>(Based on four call-outs per Year)</i> | \$ 19.50 | \$ 8.00 | \$ 23.00 | \$ 12.50 | | |
| | ESTIMATED GRAND TOTAL: | \$ 6,240.00 | \$ 2,560.00 | \$ 7,360.00 | \$ 4,000.00 | | |
| | | | \$ 8,800.00 | | \$ 11,360.00 | | |
| DAYTIME PHONE # | | 248-373-3668 | | 586-484-1721 | | | |
| 24- HR PHONE # | | 248-361-3039 | | 586-484-1721 | | | |
| INFORMATION: | | | | | | | |
| Visited the Locations | | Yes - 7/10/09 | | Yes - June 2009 | | | |
| Did not visit the locations | | | | | | | |
| Business Location | | Auburn Hills | | Roseville | | | |
| EQUIPMENT LIST: Y or N | | Yes | | Yes | | | |
| CDBG EXPERIENCE: Y or N | | No | | Yes | | | |
| EMPLOYEES: | | | | | | | |
| | FULL-TIME | 20 | | 4 | | | |
| | PART-TIME | 5 | | 3 | | | |
| PAYMENT TERMS: | | Net 30 | | Blank | | | |
| EXCEPTIONS: | | None | | Blank | | | |
| ACKNOWLEDGEMENT: | | Yes | | Yes | | | |
| AGREEMENT: | | Yes | | Yes | | | |