



CITY COUNCIL ACTION REPORT

March 9, 2010

TO: John Szerlag, 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 1: Award To Low Bidder – Mowing and Landscape Maintenance Services

Background

- On March 1, 2010, bid proposals were received to provide all labor, tools, equipment, chemicals, transportation, and landscape maintenance services including mowing for municipal grounds and abandoned properties for three-years with an option to renew for two additional years.
- This contract services a wide range of municipal sites and reduces visual barriers and mosquito breeding grounds.
- 318 vendors were notified via the MITN system.
- Five vendors responded, one statement of no bid was received and one vendor did not meet specifications for failure to provide the proper bid surety.

Financial Considerations

- Funds will be available from the various departmental Operating Budgets for contractual services.

Legal Considerations

- ITB-COT 10-04, Mowing and Landscape Maintenance Services was competitively bid as required by City Charter and Code.
- The award is contingent upon the recommended bidder's submission of proper bid and contract documents, including insurance certificates, and all other specified requirements.

Recommendations

- City management recommends awarding a three-year contract for Mowing and Landscape Maintenance Services with an option to renew for two (2) additional years to the low total bidder, Green Meadows Lawnscape Inc of Sterling Heights, MI for an estimated total cost of \$229,328.00 per year at unit prices contained in the bid tabulation opened March 1, 2010 to expire December 31, 2012.

Opening Date -- 3/1/10
 Date Reviewed - 3/10/10 jh/sl

VENDOR NAME:	Green Meadows Lawnscape Inc.	United Lawnscape, Inc	Bowman Associates
CHECK #:	16203963	16198238	Letter of Credit
CHECK AMOUNT:	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00

PROPOSAL: FURNISH ALL LABOR, TOOLS, EQUIPMENT, CHEMICALS, TRANSPORTATION, AND LANDSCAPE MAINTENANCE SERVICES INCLUDING MOWING FOR 3 YEARS WITH OPTION TO RENEW FOR TWO-YEARS

PROPOSAL A: MEDIANS		Per Acre	TOTAL COST	Per Acre	TOTAL COST	Per Acre	TOTAL COST
Split Mowing Schedule		Unit Price		Unit Price		Unit Price	
2010	279.5 Acres	\$ 25.00	\$ 6,987.50	\$ 30.80	\$ 8,608.60	\$ 60.00	\$ 16,770.00
2011	279.5 Acres	\$ 25.00	\$ 6,987.50	\$ 30.80	\$ 8,608.60	\$ 60.00	\$ 16,770.00
2012	279.5 Acres	\$ 25.00	\$ 6,987.50	\$ 30.80	\$ 8,608.60	\$ 70.00	\$ 19,565.00

PROPOSAL B: VARIOUS LOCATIONS		Per Acre	TOTAL COST	Per Acre	TOTAL COST	Per Acre	TOTAL COST
Twice-a-Month Mowing Schedule		Unit Price		Unit Price		Unit Price	
2010	64.7 Acres	\$ 27.00	\$ 1,746.90	\$ 28.70	\$ 1,856.89	\$ 60.00	\$ 3,882.00
2011	64.7 Acres	\$ 27.00	\$ 1,746.90	\$ 28.70	\$ 1,856.89	\$ 60.00	\$ 3,882.00
2012	64.7 Acres	\$ 27.00	\$ 1,746.90	\$ 28.70	\$ 1,856.89	\$ 70.00	\$ 4,529.00

PROPOSAL C: BENEATH I/75		Per OverPass	TOTAL COST	Per OverPass	TOTAL COST	Per OverPass	TOTAL COST
		Unit Price		Unit Price		Unit Price	
2010	OverPass 5	\$ 90.00	\$ 450.00	\$ 312.00	\$ 1,560.00	\$ 50.00	\$ 250.00
2011	OverPass 5	\$ 90.00	\$ 450.00	\$ 312.00	\$ 1,560.00	\$ 50.00	\$ 250.00
2012	OverPass 5	\$ 90.00	\$ 450.00	\$ 312.00	\$ 1,560.00	\$ 60.00	\$ 300.00

PROPOSAL D: ABANDONED PROPERTIES		Per 1000 Sq Ft	TOTAL COST	Per 1000 Sq Ft	TOTAL COST	Per 1000 Sq Ft	TOTAL COST
Various Locations		Unit Price		Unit Price		Unit Price	
2010	280,000 Sq Ft.	\$ 0.95	\$ 266.00	\$ 4.00	\$ 1,120.00	\$ 0.05	\$ 14.00
2011	280,000 Sq Ft.	\$ 0.95	\$ 266.00	\$ 4.00	\$ 1,120.00	\$ 0.05	\$ 14.00
2012	280,000 Sq Ft.	\$ 0.95	\$ 266.00	\$ 4.00	\$ 1,120.00	\$ 0.05	\$ 14.00

PROPOSAL E: IRRIGATED FIELDS		Per Acre	TOTAL COST	Per Acre	TOTAL COST	Per Acre	TOTAL COST
Weekly Mow		Unit Price		Unit Price		Unit Price	
2010	56.1 Acres	\$ 28.00	\$ 1,570.80	\$ 29.70	\$ 1,666.17	\$ 60.00	\$ 3,366.00
2011	56.1 Acres	\$ 28.00	\$ 1,570.80	\$ 29.70	\$ 1,666.17	\$ 60.00	\$ 3,366.00
2012	56.1 Acres	\$ 28.00	\$ 1,570.80	\$ 29.70	\$ 1,666.17	\$ 70.00	\$ 3,927.00

SITE INSPECTION	Visited Site	Y or N	Y	Y	Y
	Date		2/24 & 2/28	Multiple Occasions	2/20/2010
CONTACT INFO:	Hrs of Operation		7:00 am - 8:00 pm	9 am to 5 pm	Blank
	24 Hr Phone #		(586) 707-1499	Will be provided upon award	(586) 871-5094
	Pager		Blank	N/A	Blank
INSURANCE:	Can Meet		XX	XX	XX
	Cannot Meet				
	Signed	Y or N	Y	Y	Y
PAYMENT TERMS:			Net 45	Net 30 Days	30 Days
EXCEPTIONS:			None	None	Blank
ACKNOWLEDGEMENT	Y or N		Y	Y	Y
VENDOR QUESTIONNAIRE	Y or N		Y	Y	Y

DMS:
 B & B Landscaping Inc - Re: Did not include bid surety as specified

HIGHLIGHTED AREA DENOTES LOW BIDDER

NO BIDS:
 Bobs Landscaping Service, Inc.

Susan Leirstein CPPO, CPPB
 Purchasing Director

ATTEST:
 Kurt Bovensiep
 Ron Hynd
 Diane Fisher
 Julie Hamilton

Opening Date -- 3/1/10
 Date Reviewed - 3/10/10

VENDOR NAME:	WH Canon, Inc.	Landscape Concepts Management, Inc
CHECK #:	332083	1555801
CHECK AMOUNT:	\$ 10,000.00	\$ 10,000.00

PROPOSAL: FURNISH ALL LABOR, TOOLS, EQUIPMENT, CHEMICALS, TRANSPORTATION, AND LANDSCAPE MAINTENANCE SERVICES INCLUDING MOWING FOR 3 YEARS WITH OPTION TO RENEW FOR TWO-YEARS

PROPOSAL A: MEDIANS		Per Acre	TOTAL COST	Per Acre	TOTAL COST
Split Mowing Schedule		Unit Price		Unit Price	
2010	279.5 Acres	\$ 75.00	\$ 20,962.50	\$ 74.00	\$ 20,683.00
2011	279.5 Acres	\$ 75.00	\$ 20,962.50	\$ 74.00	\$ 20,683.00
2012	279.5 Acres	\$ 75.00	\$ 20,962.50	\$ 74.00	\$ 20,683.00

PROPOSAL B: VARIOUS LOCATIONS		Per Acre	TOTAL COST	Per Acre	TOTAL COST
Twice-a-Month Mowing Schedule		Unit Price		Unit Price	
2010	64.7 Acres	\$ 68.00	\$ 4,399.60	\$ 92.85	\$ 6,007.40
2011	64.7 Acres	\$ 68.00	\$ 4,399.60	\$ 92.85	\$ 6,007.40
2012	64.7 Acres	\$ 68.00	\$ 4,399.60	\$ 92.85	\$ 6,007.40

PROPOSAL C: BENEATH I/75		Per OverPass	TOTAL COST	Per OverPass	TOTAL COST
		Unit Price		Unit Price	
2010	OverPass 5	\$ 125.00	\$ 625.00	\$ 108.00	\$ 540.00
2011	OverPass 5	\$ 125.00	\$ 625.00	\$ 108.00	\$ 540.00
2012	OverPass 5	\$ 125.00	\$ 625.00	\$ 108.00	\$ 540.00

PROPOSAL D: ABANDONED PROPRTIE		Per 1000 Sq Ft	TOTAL COST	Per 1000 Sq Ft	TOTAL COST
Various Locations		Unit Price		Unit Price	
2010	280,000 Sq Ft.	\$ 1.75	\$ 490.00	\$ 5.50	\$ 1,540.00
2011	280,000 Sq Ft.	\$ 1.75	\$ 490.00	\$ 5.50	\$ 1,540.00
2012	280,000 Sq Ft.	\$ 1.75	\$ 490.00	\$ 5.50	\$ 1,540.00

PROPOSAL E: IRRIGATED FIELDS		Per Acre	TOTAL COST	Per Acre	TOTAL COST
Weekly Mow		Unit Price		Unit Price	
2010	56.1 Acres	\$ 69.00	\$ 3,870.90	\$ 67.50	\$ 3,786.75
2011	56.1 Acres	\$ 69.00	\$ 3,870.90	\$ 67.50	\$ 3,786.75
2012	56.1 Acres	\$ 69.00	\$ 3,870.90	\$ 67.50	\$ 3,786.75

SITE INSPECTION	Visited Site Y or N	Y	Y
	Date	2/26 & 2/27	2/23 & 2/24/2010
CONTACT INFO:	Hrs of Operation	M - Sat 7am - 7pm	7:00 am - 7:00 pm
	24 Hr Phone #	(734) 732-1761	(734) 368-8493
	Pager	Blank	Blank
INSURANCE:	Can Meet	XX	XX
	Cannot Meet		
	Signed Y or N	Y	Y
PAYMENT TERMS:		Net 30	Blank
EXCEPTIONS:		Blank	Blank
ACKNOWLEDGEMENT	Y or N	Y	Y
VENDOR QUESTIONNAIRE	Y or N	Y	Y