



CITY COUNCIL ACTION REPORT

April 13, 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: Bid Award - Low Bidders – Fertilization Services at Sylvan Glen and Sanctuary Lake Golf Courses

Background

- On March 18, 2010, bids were received 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.
- Two-hundred and seventy-eight vendors were notified via the MITN system.
- Five vendors responded with one vendor not meeting specifications for failure to provide the proper bid surety.
- Vendors are required to provide large area fertilizers in bulk form and have application equipment capable of handling bulk fertilizer with no damage to the golf course grounds.
- 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.
- 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.
- Each application on the proposal was considered as a separate bid; and recommendations are made to the lowest responsible bidders for each application as follows:
 - Proposal A: Sylvan Glen Golf Course - One Spring and one Fall Application to Great Lakes Turf, LLC., 17-0-26 fertilizer at a cost of \$0.29 per pound plus application fee.
 - Proposal A: Sylvan Glen Golf Course - Two Summer Applications to Great Lakes Turf, LLC., 0-0-24 w/ 16% Ca, 0.5% Mg at a cost of \$0.23 per pound plus application fee.
 - Proposal B: Sanctuary Lake Golf Course - One Fall Application to Great Lakes Turf, LLC., 13-0-17 w/ 8% Ca at a cost of \$0.24 per pound plus application cost.
 - Proposal B: Sanctuary Lake Golf Course - Spring and Summer Applications to Tri-Turf., 25-0-5 w/ Mesa at a cost of \$0.311 per pound plus application fee (less discount).
 - Proposal A: Sylvan Glen Golf Course - One Spring Application and Proposal B: Sanctuary Lake Golf Course - Spring, Summer and Fall Applications of bagged material for cut-in work not accessible by bulk truck to Tri-Turf, 25-0-5 Mesa at a cost of \$0.311 per pound or \$15.55 per bag (less discount).
- Payment terms were considered when comparing each proposals bid pricing.
- Quality Landscape & Fertilizing, Inc. withdrew their bid for Proposal B due to incorrect pricing.

April 13, 2010

To: John Szerlag, City Manager
Re: Bid Award – Low Bidders– 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.
- The unit cost per pound for both Proposal A and B has decreased since the last time these services were bid. Overall this contract is less costly than last year by approximately \$17,000.00.

Legal Considerations

- ITB-COT10-10 to provide fertilization 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.

Recommendation

- City management and the Golf Division of the Parks and Recreation department recommend awarding contracts for fertilization services for Sylvan Glen and Sanctuary Lake Golf Courses on an application by application basis to the two lowest bidders, Tri-Turf, of Farmington Hills, MI, and Great Lakes Turf, LLC of Grand Rapids, MI, at unit prices contained in the bid tabulation with a contract expiration of December 31, 2010.

Opening Date -- 3/18/10
Date Reviewed - 4/11/10

CITY OF TROY
BID TABULATION
FERTILIZATION SERVICES - GOLF COURSE

VENDOR NAME: jh/sl

CHECK #
AMOUNT

Tri-Turf	Great Lakes Turf L.L.C.	Turfgrass, Inc.
9229000961	09-925137032	9468402346
\$500.00	\$500.00	\$500.00

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	#F/Acre	Cost/Pound
<i>For Golf Course Fairways & Roughs & Berms</i>								
21 Acres	Spring/Fall	Cost per pound	192	\$ 0.364	190.48	\$ 0.29	192	\$ 0.318
21 Acres	Two (2) Summer	Cost per pound	187	\$ 0.29	190.48	\$ 0.23	187	\$ 0.267
24 Acres	Spring	Per lb	175	\$ 0.311		\$ -	174	\$ 0.3086
		Per Bag		\$ 15.55		\$ -		\$ 15.43

PROPOSAL "B" SANCTUARY LAKE GOLF COURSE			#F/Acre	Cost/Pound	#F/Acre	Cost/Pound	#F/Acre	Cost/Pound
<i>For Golf Course Fairways & Roughs & Berms</i>								
65 Acres	Spring/Summer	Cost per pound	175	\$ 0.311		No Bid	174	\$ 0.3086
65 Acres	Fall	Cost per pound	250	\$ 0.29	246.15	\$ 0.24	251	\$ 0.267
24 Acres	Spring/Summer/Fall	Per lb	175	\$ 0.311		\$ -	174	\$ 0.3086
		Per Bag		\$ 15.55		\$ -		\$ 15.43

PROPOSAL "C" APPLICATION SERVICE COSTS			Cost/Acre/Application	Cost/Acre/Application	Cost/Acre/Application
279 Total Acres	For Golf Course Fairways & Roughs & Berms				
	at Both Facilities	1-49 acres	\$ 19.00	\$ 19.00	(1-50 acres) \$ 19.00
		50-99 acres	\$ 16.50	\$ 19.00	(51 - 150) \$ 16.50
		100-200 acres	\$ 14.00	\$ 19.00	(150+acres) \$ 14.00

ESTIMATED TOTAL ALL ITEMS:	\$ 14,445.05	\$ 10,831.02	\$ 14,280.39
w/terms	\$ 14,156.15		

SITE INSPECTION: Y/N DATE Yes Many Times Yes 2/8/2010 Yes 3/4/10 +Many Times

CONTACT INFORMATION: Hours of Operation 8 AM to 5 PM 24HR Phone Number 248-640-4439 M - F 8 AM to 5 PM 586-915-9281 7 AM to 7 PM 248-866-6081

BIDDER'S QUESTIONNAIRE Attached: Y or N Yes Yes Yes

INSURANCE: Can Meet XX Cannot Meet

ALTERNATE INSURANCE: POLLUTION COVERAGE Can Meet Blank Cannot Meet Blank XX

PAYMENT TERMS: 2% 10 - Net 30 Net 15 days Net due 60 days

WARRANTY: Manufacturer Manufacturer Manufacturer

EXCEPTIONS: Blank Fertilization services to be Attached To Bid Provided by Precision Turf

ALL OR NONE AWARD Y or N No No No

ACKNOWLEDGEMENT Signed: Y or N Yes Yes Yes

ADDENDUM #1 Attached: Y or N Yes Yes Yes

DMS:
Harrells' LLC - Did not include bid deposit check

HIGHLIGHTED AREAS DENOTES LOWEST ACCEPTABLE BIDDERS

ATTEST:
Danny McDonald
Julie Hamilton
Debra Painter

Susan Leirstein CPPO CPPB
Purchasing Director

VENDOR NAME:

Quality Landscape &		
Fertilizing, Inc.		
9484500860		
\$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

For Golf Course Fairways & Roughs & Berms

			#F/Acre	Cost/Pound
21 Acres	Spring/Fall	Cost per pound	75	\$ 0.85
21 Acres	Two (2) Summer	Cost per pound	100	\$ 0.85
24 Acres	Spring	Per lb	100	\$ 0.85
		Per Bag		\$ 42.50

PROPOSAL "B" SANCTUARY LAKE GOLF COURSE

For Golf Course Fairways & Roughs & Berms

			#F/Acre	Cost/Pound
65 Acres	Spring/Summer	Cost per pound		withdrawn
65 Acres	Fall	Cost per pound		withdrawn
24 Acres	Spring/Summer/Fall	Per lb		withdrawn
		Per Bag		withdrawn

PROPOSAL "C" APPLICATION SERVICE COSTS

			Cost/Acre/Application
279 Total Acres	For Golf Course Fairways & Roughs & Berms at Both Facilities		
	1 - 49 acres		\$ 85.00
	50 - 99 acres		\$ 84.00
	100 - 200 acres		\$ 83.00

ESTIMATED TOTAL ALL ITEMS:

\$ 32,045.00		
---------------------	--	--

SITE INSPECTION: Y/N
 DATE

Yes
 3/5/2010

CONTACT INFORMATION:

Hours of Operation
 24HR Phone Number

7 AM to 7 PM
 248-891-6711

BIDDER'S QUESTIONNAIRE Attached: Y or N

Yes

INSURANCE: Can Meet
 Cannot Meet

XX

ALTERNATE INSURANCE: POLLUTION COVERAGE

Can Meet
 Cannot Meet

XX

PAYMENT TERMS:

Additional \$500.00
 Net 30 days

WARRANTY:

Per Specs

EXCEPTIONS:

No Substitutions

ALL OR NONE AWARD Y or N

Blank

ACKNOWLEDGEMENT Signed: Y or N

Yes

ADDENDUM #1 Attached: Y or N

Yes