



CITY COUNCIL ACTION REPORT

April 7, 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 11: Rejection of Bids – Troy Daze Tent Rentals

Background

- On Thursday, February 25, 2010, bids were received to provide for Tent Rentals and Sidewalls for the 2010 Troy Daze Festival.
- 33 Vendors were notified via the MITN system with two (2) bid responses received, and one (1) statement of no bid.
- The 2010 Troy Daze Festival places an undue hardship on an already strained City government. As a result of a declining revenue stream and a reduction of City staff and resources, on Monday, April 5, 2010, Troy City Council deemed it to be in the best interest of the Troy residents to cancel the Troy Daze Festival indefinitely. (Resolution # 2010-04-078, Item H-8)

Financial Consideration

- Revenues generated from the Troy Daze festivals have regularly experienced shortfalls and have not covered festival expenses, which were supplemented by the general fund. Monies are no longer available for that purpose.

Legal Considerations

- ITB-COT 10-06, to furnish Tent Rentals and Sidewalls was competitively bid as required by City Charter and Code.

Recommendations

- City management recommends rejecting all bids to furnish tent rentals and sidewalls for the 2010 Troy Daze Festival, as the festival has been canceled indefinitely.

Opening Date -- 2/25/10
 Date Reviewed - 4/7/10

sl

CITY OF TROY
 BID TABULATION
 TENT RENTALS - Troy Daze Festival

VENDOR NAME:

S & R Event	Regal Tent		
Rental	Productions		

RECOMMEND REJECTION

PROPOSAL: TO PROVIDE FOR TENT RENTALS AND SIDEWALLS FOR 2010 TROY DAZE FESTIVAL

ITEM	EST QTY	DESCRIPTION	UNIT PRICE	UNIT PRICE		
1.	1	TENT, 80' X 100' (Entertainment)	\$ 4,500.00	\$ 21,536.48		
2.	1	TENT, 80' X 240' (Booths)	\$ 8,900.00	\$ 54,060.96		
3.	1	TENT, 10' x 10' (Outdoor Stage)	\$ 185.00	\$ 268.00		
4.	3	TENT, 20' x 20' (Cable, Info, Outdoor Dressing)	\$ 290.00	\$ 1,072.00		
5.	2	TENT, 20' x 40' (Magic, Crafts, Dressing)	\$ 405.00	\$ 2,144.00		
6.	1	TENT, 20' x 40' (Waffle Breakfast)	\$ 405.00	\$ 2,144.00		
7.	1	TENT, 60' x 90' (Photo/Student Art)	\$ 1,850.00	\$ 14,504.16		
8.	1	TENT, 40' x 40' w/14' side poles (Picnic Area)	\$ 860.00	\$ 4,288.00		
9.	2	Erect 20' x 40' Tents (Cart Storage)	\$ 100.00	\$ -		
10.	2	Erect 20' x 20' Tents (HQ, Special Children)	\$ 95.00	\$ -		
11.	As Required	Tent Stakes w/Plastic Covers	N/C	N/C		
12.	As Required	Provide 140 Lineal Feet of Additional Sidewalls	N/C	N/C		

ESTIMATED TOTAL AWARDED ITEMS: \$ 18,770.00 \$ 104,305.60

INSURANCE: Can meet
 Cannot meet

XX XX

SET UP & TEAR DOWN SCHEDULE:
 Can meet
 Cannot meet

XX XX

CONTACT INFO Hrs of Operations
 24 Hr Phone #

586-791-4900 8:30 AM to 4:30 PM
 586-291-6267 905-570-6037

DELIVERY REQUIREMENTS: Set up
 Tear down

Fri 9/10/10 & Mon 9/13/10
 Monday, 9/20/10

SUBCONTRACTORS Y or N

Yes,	No		
Bos Tent Rental			

PAYMENT TERMS:

within 30 days	25% due on signing		
from 9/13/10	50% due one month prior		
	Balance due upon installation		

EXCEPTIONS:

75 x 100 replaces	See Attachment To Bid		
80 x 100			

ALL OR NONE AWARD Signed: Y or N

Yes Yes

ACKNOWLEDGEMENT: Signed: Y or N

Yes Yes

NO BIDS:
 Wolverine Rental & Supply

ATTEST:
 Jeff Biegler
 Diane Fisher
 Linda Bockstanz

Susan Leirstein CPPO CPPB
 Purchasing Director