



CITY COUNCIL AGENDA ITEM

November 22, 2010

To: John Szerlag, City Manager

From: Mark F. Miller, Acting Assistant City Manager/Economic Development Services
Susan A. Leirstein, Purchasing Director
Timothy L. Richnak, Public Works Director

Subject: Standard Purchasing Resolution 3: Exercise Renewal Option-
Home Chore Lawn and Yard Services

Background

Seasonal requirements of Lawn and Yard Services for Troy residents using the Home Chore Program with an option to renew for one (1) additional year was competitively bid and approved by Troy City Council on December 7, 2009. (Resolution # 2009-12-368-14a) Both Green Meadows Lawnscape and Zimmerman Lawn and Snow have agreed to exercise the option to renew under the same prices, terms and conditions as the original contract. Purchasing has conducted a market survey and determined the City would not benefit from soliciting additional bids.

All qualified residents that apply for the program are accepted. There is no waiting list for these services.

Recommendation

City management recommends exercising the option to renew for one additional season to provide lawn and yard services for Troy residents using the Home Chore Program to the low total bidders, Green Meadows Lawnscape, as primary contractor, and Zimmerman Lawn and Snow, as secondary contractor, under the same prices, terms and conditions expiring December 31, 2011.

Fund Availability

Funds for lawn and yard 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).

November 19, 2010

TO: John M. Lamerato
Assistant City Manager/Finance & Administration

FROM: Susan Leirstein CPPO CPPB
Purchasing Director

RE: MARKET SURVEY – Lawn Services – Home Chore Program

Mike's Clean Cut Landscaping LLC – Mike Misiewicz (248) 879-4504
Per Mike, the market is steady right now. He won't necessarily increase or decrease pricing. A lot of his decisions on pricing are done on a case by case basis.

Brantley Development LLC – Stanley Brantley (810) 610-0427
Stanley indicated there is a lot of competition driving down prices, but he runs a company, and can not afford to do the work for anything less and still pay employee taxes and insurance.

Quicksilver Landscape – Dustin Bobek (586) 246-2519
Per my conversation with Dustin, fuel prices are about the only influence on contract pricing. Right now conditions have stabilized and their prices would be the same as last year.

Michigan Outdoor Services & Construction – Gary Solomon (586) 879-7680
Per my conversation with Gary, fuel prices are up along with the cost of insurance. If he were to bid this year he would have to bid the same as last year, he can't go any lower.

Sierra Lawn & Landscape – Todd Daignault (586) 566-5700
Todd indicated he hopes the market bottomed-out last year and has stabilized. He can't do the work for any less. Business is better this year than last year.

Metropolitan Contracting LLC – Danielle Zokoe (734) 709-5039
Left three messages. No response.

Based upon the above comments, I respectfully recommend the City exercise the option to renew the contracts with the current providers for Lawn Services under the Home Chore Program. Fuel and insurance costs are on the rise again and all those surveyed stated they could not provide better pricing for the coming year.



September 30, 2010

ATTN: Dan DeClerck
Green Meadows Lawnscape
43830 Utica Road
Sterling Heights, MI 48314

Dear Mr. DeClerck:

On December 7, 2009, the City of Troy entered into contract #2010-00000588 with Green Meadows Lawnscape to provide one-year requirements of Lawn and Yard Services for the Home Chore Program. This contract contained an option to renew for one additional year at the same prices, terms, and conditions as the original contract.

Please fax this letter back indicating if Green Meadows Lawnscape wishes to renew this contract until December 31, 2011. Our fax number is (248) 524-3520. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3399.

CHECK ONE:

Green Meadows Lawnscape is interested in renewing the contract under the same prices, terms, and conditions:

Green Meadows Lawnscape is not interested in renewing the contract:

X. Dan D. DeClerck

Signed: Authorized Company Representative

Date: 9/30/10

Thank you,
Vicki Richardson
Solid Waste Coordinator
City of Troy



Copy 7

September 30, 2010

ATTN: John Purdue
Zimmerman Lawn and Snow
26830 Fernwood
Roseville, MI 48066

Dear Mr. Purdue:

On December 7, 2009, the City of Troy entered into contract #2010-00000589 with Zimmerman Lawn and Snow to provide one-year requirements of Lawn and Yard Services for the Home Chore Program as secondary contractor. This contract contained an option to renew for one additional year at the same prices, terms, and conditions as the original contract.

Please fax this letter back indicating if Zimmerman Lawn and Snow wishes to renew this contract until December 31, 2011. Our fax number is (248) 524-3520. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3399.

CHECK ONE:

Zimmerman Lawn & Snow is interested in renewing the contract under the same prices, terms, and conditions:

Zimmerman Lawn & Snow is not interested in renewing the contract:

X 

Signed: Authorized Company Representative

Date: 10-15-10

Thank you,
Vicki Richardson
Solid Waste Coordinator
City of Troy

I-4 Standard Purchasing Resolutions:**a) Standard Purchasing Resolution 1: Award to Low Bidders – Home Chore Lawn and Yard Services**

Resolution #2009-12-368-I-4a

RESOLVED, That Troy City Council hereby **AWARDS** contracts to provide seasonal requirements of lawn and yard services for the Home Chore Program with an option to renew for one (1) additional year to the low total bidders, Green Meadows Lawnscape of Sterling Heights, MI, as primary contractor and Zimmerman Lawn and Snow of Roseville, MI, as secondary contractor at unit prices contained in the bid tabulation opened October 15, 2009, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with a contract expiration of December 31, 2010; and

BE IT FURTHER RESOLVED, That the awards are **CONTINGENT** upon the submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

I-5 Approval of Request from Grand Azteca V, Inc. to Transfer Ownership of 2009 Class C Licensed Business Located in Escrow at 4856 N. Adams, Rochester, MI 48306, from Red Lotus, LLC and Transfer Location (Governmental Unit) MCL 436L.1531(1) to 935 E. Long Lake and Request New Official Permit (Food) and SDM License – MLCC Request #524757**a) New License**

Resolution #2009-12-368-I-5a

RESOLVED, That Troy City Council hereby **CONSIDERS** for **APPROVAL** the request from Grand Azteca V, Inc. to transfer ownership of 2009 Class C licensed business located in escrow at 4856 N. Adams, Rochester, MI 48306, Oakland Township, Oakland County, Red Lotus, LLC and transfer location (Governmental Unit) MCL 436L.1531 (1) to 935 E. Long Lake, Troy, MI 48085 Oakland County and request new Official Permit (Food) and SDM License. {MLCC Req. #524757} “above all others”; and

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

b) Agreement

Resolution #2009-12-368-I-5b

WHEREAS, The Troy City Council 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 Troy City Council hereby **APPROVES** an agreement with Grand Azteca V, Inc. to transfer ownership of 2009 Class C licensed business located in



CITY COUNCIL ACTION REPORT

November 18, 2009

TO: John Szerlag, City Manager

FROM: Mark F. Miller, Acting 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 –
Home Chore Lawn and Yard Services

Background

- Bids were received and publicly opened on October 15, 2009, for seasonal requirements of lawn and yard services for Troy residents using the Home Chore Program with an option to renew for one (1) additional season.
- 288 vendors were notified via the Michigan Intergovernmental Trade Network (MITN system). Fifteen (15) bid responses were received, and one vendor, Metropolitan Contracting, LLC bid submission arrived after the specified time of 10:00AM on 10/15/2009. Their bid is considered late and will be retained, unopened in the Purchasing department.
- The award recommendation considered the vendor offering the best combination of a variety of factors including: bid price, professional competence and level of service, equipment fleet, references, and the comfort of the residents on the program.
- The contract warrants making an award to a primary and secondary contractor in the event the primary contractor is unable to perform services as specified, the secondary vendor will be called upon to fulfill the terms of the contract.
- A low total award for Proposals A and B is being recommended as separate contracts with different vendors for each Proposal has proven to be an administrative nightmare, with one contractor blaming the other for uncompleted or shoddy work.

Financial Considerations

- Funds for lawn and yard 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 09-31, seasonal requirements of lawn and yard services for Troy residents using the Home Chore Program with an option to renew for one (1) additional year was competitively bid and opened October 15, 2009, in accordance with Chapter 7 of the City Code.
- Award is contingent upon contractor's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

November 18, 2009

To: John Szerlag, City Manager

Re: Bid Award – Home Chore Lawn and Yard Services

Recommendation

- City management recommends City Council awards contracts for seasonal requirements of lawn and yard services for Troy residents using the Home Chore Program with an option to renew for one (1) additional season to the low total bidders, Green Meadows Lawnscape of Sterling Heights, MI as primary contractor and Zimmerman Lawn and Snow of Roseville, MI, as secondary contractor at unit prices contained in the bid tabulation dated 10/15/2009, which expires December 31, 2010.

Opening Date -- 10/15/09
 Date Prepared -- 11/18/09

CITY OF TROY
 BID TABULATION
 LAWN SERVICES/HOME CHORE PROGRAM

VENDOR NAME:		jh/sl	Green Meadows Lawnscapes PRIMARY	Zimmerman Lawn and Snow SECONDARY	Mike's Clean Cut Landscaping, LLC
EST NO.			PRICE PER SERVICE	PRICE PER SERVICE	PRICE PER SERVICE
PROPOSAL A: LAWN CARE SERVICES					
50 Lots	Lawn Care Services at a Residential City of Troy Home -average lot size 100 ft x 180 ft		\$ 11.00	\$ 11.00	\$ 13.25
30 Lots	Lawn-care Services at lots over 100 ft x 180 ft or corner lots		\$ 13.00	\$ 13.00	\$ 15.25
			\$ 940	\$ 940	\$ 1,120
	ESTIMATED TOTAL: - 28 Weeks -		\$ 26,320.00	\$ 26,320.00	\$ 31,360.00
PROPOSAL B: YARD CLEAN UP					
50 Lots	Yard clean up at a residential City of Troy home - average lot size 100 ft x 180 ft		\$ 50.00	\$ 55.00	\$ 37.00
30 Lots	Yard Clean up for lots over 100 ft x 180 ft or corner lots		\$ 60.00	\$ 65.00	\$ 42.00
			\$ 4,300	\$ 4,700	\$ 3,110
	ESTIMATED TOTAL: - 2 Clean-Ups -		\$ 8,600.00	\$ 9,400.00	\$ 6,220.00
	GRAND TOTAL BOTH SERVICES: Estimated		\$ 34,920.00	\$ 35,720.00	\$ 37,580.00
SITE INSPECTIONS:	Yes or No Date	Yes 10/14/2009	Current Contractor Yes 2009	Yes 10/7/2009	
PHONE NUMBERS:	Daytime 24 Hour Contact Name Hrs of Operation	586-254-7775 586-707-1499 Dan DeClerck 7 AM to 6 PM	586-484-1721 586-484-1721 John Purdue 8 AM to 6:30PM	248-930-8725 248-930-8725 Michael Misiewicz 8 AM to 6 PM	
PAYMENT TERMS:		Net 30	Blank	Once a month or Net 30 Days	
EXCEPTIONS:		Blank	Blank	None	
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes	
VENDOR QUESTIONNAIRE:	Y or N	Yes	Yes	Yes	

Late Bid: Metro Detroit Lanscaping - Arrived in mail at 11:57 AM; Bid opening time - 10 AM

ATTEST:
 Diane Fisher
 Vicki Richardson
 Linda Bockstanz

BOLDFACE TYPE DENOTES LOW TOTAL BIDDERS

Susan Leirstein CPPB
 Purchasing Director

VENDOR NAME:		Brantley	Quicksilver	Michigan Outdoor
		Development LLC	Landscape	Services and Construction, Inc.
EST NO.		PRICE PER SERVICE	PRICE PER SERVICE	PRICE PER SERVICE
PROPOSAL A: LAWN CARE SERVICES				
50 Lots	Lawn Care Services at a Residential City of Troy Home -average lot size 100 ft x 180 ft	\$ 11.70	\$ 10.00	\$ 15.75
30 Lots	Lawn-care Services at lots over 100 ft x 180 ft or corner lots	\$ 13.70	\$ 18.00	\$ 17.00
		\$ 996	\$ 1,040	\$ 1,297.50
ESTIMATED TOTAL: - 28 Weeks -		\$ 27,888.00	\$ 29,120.00	\$ 36,330.00
PROPOSAL B: YARD CLEAN UP				
50 Lots	Yard clean up at a residential City of Troy home - average lot size 100 ft x 180 ft	\$ 58.50	\$ 70.00	\$ 59.00
30 Lots	Yard Clean up for lots over 100 ft x 180 ft or corner lots	\$ 69.50	\$ 90.00	\$ 69.00
		\$ 5,010	\$ 6,200	\$ 5,020
ESTIMATED TOTAL: - 2 Clean-Ups -		\$ 10,020.00	\$ 12,400.00	\$ 10,040.00
GRAND TOTAL BOTH SERVICES: Estimated		\$ 37,908.00	\$ 41,520.00	\$ 46,370.00
SITE INSPECTIONS:	Yes or No Date	NO	NO	No
PHONE NUMBERS:	Daytime	810-610-0427	Blank	248-850-8349
	24 Hour	810-610-0427	586-246-2519	586-879-7680
	Contact Name	Stanley Brantley	Dustin Bobek	Gary Solomon
	Hrs of Operation	6 AM to 7 PM	8 AM to 8 PM	7 AM to 5 PM
PAYMENT TERMS:		Net 30 Days	Net 30	Net 30 Days
EXCEPTIONS:		Blank	Blank	Blank
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes
VENDOR QUESTIONNAIRE:	Y or N	Yes	Yes	Yes

VENDOR NAME:		Sierra Lawn and Landscape Inc	Metropolitan Contracting, LLC	Thoroughbred Building Services LLC
EST NO.		PRICE PER SERVICE	PRICE PER SERVICE	PRICE PER SERVICE
PROPOSAL A: LAWN CARE SERVICES				
50 Lots	Lawn Care Services at a Residential City of Troy Home -average lot size 100 ft x 180 ft	\$ 15.00	\$ 15.00	\$ 18.96
30 Lots	Lawn-care Services at lots over 100 ft x 180 ft or corner lots	\$ 18.00	\$ 25.00	\$ 24.84
ESTIMATED TOTAL: - 28 Weeks -		\$ 1,290	\$ 1,500	\$ 1,693.20
		\$ 36,120.00	\$ 42,000.00	\$ 47,409.60
PROPOSAL B: YARD CLEAN UP				
50 Lots	Yard clean up at a residential City of Troy home - average lot size 100 ft x 180 ft	\$ 72.00	\$ 50.00	\$ 30.94
30 Lots	Yard Clean up for lots over 100 ft x 180 ft or corner lots	\$ 90.00	\$ 75.00	\$ 32.86
ESTIMATED TOTAL: - 2 Clean-Ups -		\$ 6,300	\$ 4,750	\$ 2,532.80
GRAND TOTAL BOTH SERVICES: Estimated		\$ 12,600.00	\$ 9,500.00	\$ 5,065.60
		\$ 48,720.00	\$ 51,500.00	\$ 52,475.20
SITE INSPECTIONS:	Yes or No Date	NO	Yes 9/29/2009	Yes 10/11/2009
PHONE NUMBERS:	Daytime	586-566-5700	734-709-5039	586-610-5950
	24 Hour	586-360-6622	734-709-5039	586-610-5950
	Contact Name	Todd Daignault	Danielle Zokoe	Anthony Allen
	Hrs of Operation	24/7	7 AM to 6 PM	8 AM to 8 PM
PAYMENT TERMS:		Net 30	Net 30 Days	Net 30
EXCEPTIONS:		Blank	N/A	Blank
ACKNOWLEDGEMENT:	Y or N	Yes	Yes	Yes
VENDOR QUESTIONNAIRE:	Y or N	Yes	Yes	Yes

Opening Date -- 10/15/09
 Date Prepared -- 11/18/09

CITY OF TROY
 BID TABULATION
 LAWN SERVICES/HOME CHORE PROGRAM

VENDOR NAME:		ETC. Default	Integrity Lawn	College Bound
		Services	and Snow, LLC	Lawn Service
EST NO.		PRICE PER SERVICE	PRICE PER SERVICE	PRICE PER SERVICE
PROPOSAL A: LAWN CARE SERVICES				
50	Lawn Care Services at a Residential City of Troy Lots Home -average lot size 100 ft x 180 ft	\$ 20.00	\$ 19.00	\$ 25.00
30	Lawn-care Services at lots over 100 ft x 180 ft Lots or corner lots	\$ 23.00	\$ 39.00	\$ 35.00
		\$ 1,690	\$ 2,120	\$ 2,300
ESTIMATED TOTAL: - 28 Weeks -		\$ 47,320.00	\$ 59,360.00	\$ 64,400.00
PROPOSAL B: YARD CLEAN UP				
50	Yard clean up at a residential City of Troy Lots home - average lot size 100 ft x 180 ft	\$ 88.00	\$ 150.00	\$ 125.00
30	Yard Clean up for lots over 100 ft x 180 ft or Lots corner lots	\$ 96.00	\$ 200.00	\$ 200.00
		\$ 7,280	\$ 13,500	\$ 12,250
ESTIMATED TOTAL: - 2 Clean-Ups -		\$ 14,560.00	\$ 27,000.00	\$ 24,500.00
GRAND TOTAL BOTH SERVICES: Estimated		\$ 61,880.00	\$ 86,360.00	\$ 88,900.00
SITE INSPECTIONS:		NO	Yes	Yes
Yes or No			10/11/2009	10/11/2009
Date				
PHONE NUMBERS:		313-424-3891	248-930-9320	248-302-8459
Daytime				
24 Hour		313-404-0216	248-930-9320	248-302-8459
Contact Name		Zach Hamilton	Doug Korenic	Jeanette Johnson
Hrs of Operation		8 AM to 6 PM	6 AM to 10 PM	8 AM to 5 PM
PAYMENT TERMS:		Net 30	Net 15	Net 30 Days
EXCEPTIONS:		None	Blank	Blank
ACKNOWLEDGEMENT: Y or N		Yes	Yes	Yes
VENDOR QUESTIONNAIRE: Y or N		Yes	Yes	Yes

VENDOR NAME:		PR Property	Evergreen	Big Beaver
		Maintenance, LLC	Exteriors, Inc.	Landscaping and Snow
EST NO.		PRICE PER SERVICE	PRICE PER SERVICE	PRICE PER SERVICE
PROPOSAL A: LAWN CARE SERVICES				
50 Lots	Lawn Care Services at a Residential City of Troy Home -average lot size 100 ft x 180 ft	\$ 40.00	\$ 42.00	\$ 40.00
30 Lots	Lawn-care Services at lots over 100 ft x 180 ft or corner lots	\$ 55.00	\$ 47.00	\$ 45.00
		\$ 3,650	\$ 3,510	\$ 3,350
ESTIMATED TOTAL: - 28 Weeks -		\$ 102,200.00	\$ 98,280.00	\$ 93,800.00
PROPOSAL B: YARD CLEAN UP				
50 Lots	Yard clean up at a residential City of Troy home - average lot size 100 ft x 180 ft	\$ 75.00	\$ 110.00	\$ 175.00 leaf removal
30 Lots	Yard Clean up for lots over 100 ft x 180 ft or corner lots	\$ 100.00	\$ 140.00	\$ 185.00 leaf removal
		\$ 6,750	\$ 9,700	\$ 14,300
ESTIMATED TOTAL: - 2 Clean-Ups -		\$ 13,500.00	\$ 19,400.00	\$ 28,600.00
GRAND TOTAL BOTH SERVICES: Estimated		\$ 115,700.00	\$ 117,680.00	\$ 122,400.00
SITE INSPECTIONS:		Yes	Yes	No
Date		10/14/2009	10/7 & 10/8/09	
PHONE NUMBERS:		248-202-6824	586-948-1525	248-217-0140
Daytime		248-635-4143	586-524-3689	248-885-1191
24 Hour		Rhona Ravenell	Keith Ives	Ryan J. Stewart
Contact Name		8 AM to 7:30 PM	9 AM to 5 PM	24 Hours
Hrs of Operation				Quarterly or Monthly
PAYMENT TERMS:		Net 30	30 Net	
EXCEPTIONS:		Blank	Blank	Blank
ACKNOWLEDGEMENT: Y or N		Yes	Yes	Yes
VENDOR QUESTIONNAIRE: Y or N		Yes	Yes	Yes