

b) **Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Replacement Holiday Lights**

Resolution #2019-11-133-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract for the purchase of replacement Holiday Lights as specified to *Rentokil North America dba Ambius Inc* of Novi, MI, at unit prices contained in the bid tabulation opened October 31, 2019 not to exceed the budgetary limitation of \$35,000.00, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

# PURCHASE ORDER

No. 2020-00000735  
 DATE: 11/20/2019  
 PAGE: 1 of 1  
 FOB DESTINATION

**Ship To**  
 CITY OF TROY  
 Building Operations  
 500 W BIG BEAVER RD  
 TROY, MI 48084

**Bill To**  
 CITY OF TROY  
 Building Operations  
 4693 ROCHESTER ROAD  
 TROY, MI 48085

**COUNCIL RESOLUTION**  
 2019-11-133-J-4b

**VENDOR NO.** 173940

**Vendor**  
 RENTOKIL NORTH AMERICA INC  
 DBA AMBIUS  
 PO BOX 14086  
 READING, PA 19612

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
3,000	Each	Commercial- Grade, 5MM wide angle L.E.D.S.	10.5000	\$31,500.00
140	Each	50 LED warm white with green cord, 6" spacing, 25' strand.		
140	Each	6' Plug Adapter Cable Rectifier w/Green Wire	7.3000	\$1,022.00
140	Each	24' Green Extension Cord	5.3000	\$742.00
1	Each	Delivery Cost	1,500.0000	\$1,500.00
		Deliver as per all Bid Specifications ITB-COT 19-50		

Entered By: Kristine Kallek

\$34,764.00

**Special Instructions:**

City Council Award Date: 11/11/2019.

**TERMS & CONDITIONS**

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.

NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.

Opening Date: 10/31/2019  
 Date Reviewed: 10/31/2019

CITY OF TROY  
 PURCHASE ORDER  
 HOLIDAY LIGHTS

ITB-COT 19-50  
 Page 1 of 1

VENDOR NAME:	Rentokil North America dba Ambius Inc.
CITY:	Novi, MI
CHECK NUMBER:	9415206392 & 9415206393
CHECK AMOUNT:	\$1,000.00 & \$750.00

**PROPOSAL: PROVIDE AND DELIVER HOLIDAY LIGHTS FOR THE CITY OF TROY**

**Replacement LED Holiday Lights Specifications shall be as follows:**

- Commercial grade, 5MM wide angle L.E.D.S.
- 50 LED warm white with green cord, 6" spacing, 25' strand.
- Weather resistant, coupling construction.
- Lights shall be approved for outdoor use.
- Ability to connect up to 40 sets together with one (1) adapter.
- Up to 4.8 watts per set of lights.

Item	Quantity	Unit Price	Total
Commercial -Grade, 5mm Wide Angle L.E.D.S - 50 LED Warm White w/Green Cord, 6" spacing, 25' strand.	3,000	\$10.50	\$31,500.00
6' Plug Adapter Cable Rectifier w/Green Wire.	140	\$7.30	\$1,022.00
24' Green Extension Cord.	140	\$5.30	\$742.00
<b>Delivery Cost:</b>			<b>\$1,500.00</b>
<b>TOTAL COST (including Delivery):</b>			<b>\$34,764.00</b>

Delivery Lead Time:	14 days
Hours of Operation:	8 AM - 6 PM
24 Hour Phone #:	248-249-9045

Statement of Guarantee:	As specified by City
Proposed Payment Schedule:	Net 10 upon delivery of product
References: Y or N	Y
Can Meet Insurance: Y or N	Y
Exceptions: Y or N	N
Acknowledgement: Y or N	Y
Forms: Y or N	Y

Opening Date: 10/31/2019  
 Date Reviewed: 10/31/2019

CITY OF TROY  
 BID TABULATION  
 HOLIDAY LIGHTS

ITB-COT 19-50  
 Page 1 of 1

VENDOR NAME:	Rentokil North America dba Ambius Inc.	Bronner's Commercial Display
CITY:	Novi, MI	Frankenmuth, MI
CHECK NUMBER:	9415206392 & 9415206393	1720111
CHECK AMOUNT:	\$1,000.00 & \$750.00	\$1,750.00

**PROPOSAL: PROVIDE AND DELIVER HOLIDAY LIGHTS FOR THE CITY OF TROY**

**Replacement LED Holiday Lights Specifications shall be as follows:**

- Commercial grade, 5MM wide angle L.E.D.S.
- 50 LED warm white with green cord, 6" spacing, 25' strand.
- Weather resistant, coupling construction.
- Lights shall be approved for outdoor use.
- Ability to connect up to 40 sets together with one (1) adapter.
- Up to 4.8 watts per set of lights.

Item	Quantity	Unit Price	Total	Unit Price	Total
Commercial -Grade, 5mm Wide Angle L.E.D.S - 50 LED Warm White w/Green Cord, 6" spacing, 25' strand.	2,500	\$10.50	\$26,250.00	\$11.81	\$29,525.00
6' Plug Adapter Cable Rectifier w/Green Wire.	70	\$7.30	\$511.00	\$8.31	\$581.70
24' Green Extension Cord.	70	\$5.30	\$371.00	\$6.05	\$423.50
<b>Delivery Cost:</b>			\$1,500.00		\$0.00
<b>TOTAL COST (including Delivery):</b>			<b>\$28,632.00</b>		<b>\$30,530.20</b>

Delivery Lead Time:	14 days	About 2 weeks from date of order. Possibly less.
Hours of Operation:	8 AM - 6 PM	9 AM - 5 PM M-F
24 Hour Phone #:	248-249-9045	N/A
Statement of Guarantee:	As specified by City	Lights are guaranteed to light for 3 years or 3,000 hours of use which ever comes first. Light sets are warranted for non-permanent installation and temporary use of no more than 90 days at a time as specified by UL code 588. Limited warranty of manufacturer.
Proposed Payment Schedule:	Net 10 upon delivery of product	Net 30
References:	Y or N	Y
Can Meet Insurance:	Y or N	Y
Exceptions:	Y or N	N
Acknowledgement:	Y or N	Y
Forms:	Y or N	Y

~~Incomplete Familial Disclosure~~

Y - rec'd 11/4/19

**ATTEST:**

Dennis Trantham  
 Susan Riesterer  
 Kristine Kallek  
 Jackie Ahlstrom

MaryBeth Murz,  
 Purchasing Manager



**CITY OF TROY  
 BID PROPOSAL**

**ITB-COT 19-50**  
 Page 1 of 6

The undersigned proposes to **PROVIDE AND DELIVER HOLIDAY LIGHTS FOR THE CITY OF TROY** in accordance with the attached specifications to be considered an integral part of this proposal at the following prices:

COMPANY NAME: Rentokil North America dba Ambius Inc

**Replacement LED Holiday Lights Specifications shall be as follows:**

- Commercial grade, 5MM wide angle L.E.D.S.
- 50 LED warm white with green cord, 6" spacing, 25' strand.
- Weather resistant, coupling construction.
- Lights shall be approved for outdoor use.
- Ability to connect up to 40 sets together with one (1) adapter.
- Up to 4.8 watts per set of lights.

**PROPOSAL: COST FOR THE PURCHASE AND DELIVERY OF HOLIDAY LIGHTS**

ITEM	QTY	UNIT PRICE	TOTAL
Commercial -Grade, 5mm Wide Angle L.E.D.S - 50 LED Warm White w/Green Cord, 6" spacing, 25' strand.	2500	\$10.50	\$26,250
6' Plug Adapter Cable Rectifier w/Green Wire.	70	\$7.30	\$511.00
24' Green Extension Cord.	70	\$5.30	\$371.00

**TOTAL COST (Including Delivery):** \$1500 Shipping & Delivery      \$ \$28,632

**STATE DELIVERY LEAD TIME:** 14 days

**UNIT PRICE:** Unit prices will prevail. The City of Troy Purchasing Department will correct all extension errors.

COMPANY NAME: Rentokil North America dba Ambius Inc

**ADDITIONAL INFORMATION:**

For additional information or questions concerning this purchase, please contact **Mr. Dennis Trantham, Facilities and Grounds Operations Manager** at (248) 524-3503 or [Dennis.Trantham@troymi.gov](mailto:Dennis.Trantham@troymi.gov).

**CONTACT INFORMATION:**

Hours of operation: 8:00 am - 6:00 pm

24 Hr. Contact Phone No. 248-249-9045

**DELIVERY:**

All items shall be in accordance with the specifications and F.O.B. delivered freight paid to the City of Troy Parks and Recreation Garage, 4695 Rochester Road, Troy, MI 48085 or work locations within Troy city limits. **FORTY EIGHT (48) HOURS NOTICE WILL BE GIVEN PRIOR TO DELIVERY.**

**GUARANTEE:** Statement of your Guarantee is required if other than that specified by the City.

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**DOWNPAYMENTS AND PREPAYMENTS:**

Any proposal submitted which requires a down payment or prepayment for services prior to performance and acceptance, as being in conformance with specifications will not be considered for award.

**ESTIMATED QUANTITIES:**

Quantities stated are estimated and are to be used for award purposes only. The numbers stated may be increased or decreased depending on the actual need of the City of Troy; within budget limitations.

**AWARD:**

The City of Troy reserves the right to award this bid to the lowest responsible bidder(s) meeting specifications by proposal, to reject low bids which have major deviations from specifications; to accept a higher bid that has only minor deviations; to reject a bidder whose ability to provide the materials is deemed inadequate by the designated City representative(s), or in whatever manner is deemed to be in the City's best interest.

**LOCAL PREFERENCE:**

The City of Troy reserves the right to award a contract to a local business, one which pays City of Troy taxes (real and/or personal), if the bid of a local vendor is within 5% of the lowest responsive and responsible non-local bidder, then the local vendor is given one chance to match the low bid.

**REFERENCES:** The City of Troy requires that your company list at least three (3) clients who have recently had similar work performed by your company.

COMPANY: CBRE Renaissance Center  
ADDRESS: 400 Renaissance Center, Detroit MI 48243  
PHONE: 313-568-5755 CONTACT: Maria Perwerton  
EMAIL maria.perwerton@cbre.com

COMPANY: MRCC  
ADDRESS: 23401 Mound, Warren MI 48091  
PHONE: 248-663-9663 CONTACT: Cindy Gilmer  
EMAIL cindy.gilmer@hammer9.com

COMPANY: WCAA - Wayne County Airport Authority - DTW  
ADDRESS: 1 Detroit Metro Airport, Detroit MI 48242  
PHONE: 734-247-7052 CONTACT: Matthew Virost  
EMAIL matthew.virost@wcaa.us

COMPANY NAME: Rentokil North America dba Ambius Inc

**PURCHASE ORDER:**

A Notice of Award letter will be sent by the Purchasing Department to the successful bidder(s) upon approval by the Troy City Council. The purchase order issued will create a bilateral contract between the parties and commit the successful bidder(s) to perform the contract in accordance with specifications. The purchase order will be released upon the City's acceptance of the specified insurance and bonds. A contract document/ agreement will not be issued.

**PROGRESS PAYMENTS:**

The City of Troy will consider a progress payment schedule for work as completed in accordance with specifications. The Public Works Director will have final approval of the schedule as presented. No payments for work will be made until the designated City representative approves the work as complete in accordance with specifications and acceptance. Prior to release of the final payment, consent of surety document (AIA Document G707) will be required and signed by the surety Company. The City of Troy reserves the right to reject the payment schedule if deemed necessary, and determine the final schedule.

Proposed Payment Schedule: Net 10 upon delivery of product

**CONTRACT FORMS:**

Bidders should complete the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment, the Certification regarding "Iran Linked Business" and the Familial Disclosure Forms and return with your bid proposal.

COMPANY NAME: Rentokil North America dba Ambius

Insurance requirements shall be in accordance with the attached **SAMPLE INSURANCE CERTIFICATE** and **ENDORSEMENT**. The required Insurance Certificate and Endorsement must be submitted to the city within 5 days of the verbal/electronic request after the bid award. The Insurance Certificate and Endorsement may be faxed to the Purchasing Office at (248) 619-7608, and is the only bid document accepted in this format.

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to business in the State of Michigan and acceptable to the City of Troy. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insured retentions (SIR's) are the responsibility of the Contractor.

- (X) We can meet the specified insurance requirements.
- ( ) We cannot meet the specified insurance requirements.
- ( ) We do not carry the specified limits but can obtain the additional insurance coverage of \$ \_\_\_\_\_, at the cost of \$ \_\_\_\_\_.  
**NOTE:** Please note the amendments on a sample insurance certificate and attach it to your bid proposal.
- ( ) Our proposal is reduced by \$ \_\_\_\_\_ if we lower the requirement to \$ \_\_\_\_\_.  
**NOTE:** Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

**IMPORTANT:** A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements SHALL be attached to the proposal document at the time of submission of the proposal to the Office of the City Clerk.

**NOTE:** Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Troy specifications may result in this proposal being completed incorrectly.

**OTHER:** Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Troy.

**INSURANCE VERIFICATION:**

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

**WORKERS' COMPENSATION INSURANCE**, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

**COMMERCIAL GENERAL LIABILITY INSURANCE** on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

**AUTOMOBILE LIABILITY**, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

COMPANY NAME:     Rentokil North America dba Ambius Inc



**ADDITIONAL INSURED:**

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be **Additional Insureds**: The City of Troy including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of Troy as additional insured, coverage afforded is considered to be primary and any other insurance the City of Troy may have in effect shall be considered secondary and/or excess.

**CANCELLATION NOTICE:**

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Troy  
Purchasing Manager  
500 West Big Beaver  
Troy, MI 48084

**PROOF OF INSURANCE COVERAGE:**

The Contractor shall provide the City of Troy, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Troy at least ten (10) days prior to the expiration date.

**LETTER VERIFICATION:**

The recommended bidder will be notified to submit a letter from the *insurance agent or carrier* that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at this time at his/her option. ***The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable.*** This process will occur before presentation of the award recommendation to the Troy City Council.

**FINAL INSURANCE CERTIFICATE SUBMISSION:**

After approval by Troy City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) business additional days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Troy reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

COMPANY NAME:           Rentokil North America dba Ambius Inc





## Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

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A **corporation** duly organized and doing business under the laws of the State of MI  
for whom Anette Hebert, bearing the office title of District Manager Branch 192  
whose signature is affixed to this proposal, is duly authorized to execute contracts.

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A **partnership**, all members of which, with addresses, is:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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AN **INDIVIDUAL**, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:

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_____	_____
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CITY OF TROY  
OAKLAND COUNTY, MICHIGAN  
NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

Anette Hebert, being duly sworn deposed, says that he/she  
(Print Full Name)

is District Manager. The party making the foregoing proposal or bid,  
(State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

*Anette Hebert*

\_\_\_\_\_  
SIGNATURE OF PERSON SUBMITTING BID

\_\_\_\_\_  
NOTARY'S SIGNATURE

Subscribed and sworn to before me this 30th day of October, 2019 in and for Oakland County.

My commission expires:

MARCH 17, 2020

DEBORAH IRENE NELSON  
Notary Public, State of Michigan  
County of Oakland  
My Commission Expires 03-17-2020  
Acting in the County of Oakland



**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
  - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
  - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
  - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2- Contracts.

**I am able to certify to the above statements.**

Rentokil North America dba Ambius Inc

\_\_\_\_\_  
Name of Agency/Company/Firm (Please Print)

Anette Hebert - District Manager

\_\_\_\_\_  
Name and title of authorized representative (Please Print)

*Anette Hebert*

\_\_\_\_\_  
Signature of authorized representative

Date

**I am unable to certify to the above statements. Attached is my explanation.**



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**VENDOR CERTIFICATION  
THAT IT IS NOT AN  
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

<b>Vendor</b>	
Legal Name	Rentokil North America dba Ambius
Street Address	1125 Berkshire Blvd Ste 150
City	Wyomissing
State, Zip	PA 19610
Corporate I.D. Number/State	014495014
Taxpayer I.D. #	23-1568350

The undersigned, with: 1.) full knowledge of all of Vendors business activities, 2.) full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent: \_\_\_\_\_

Printed Name of Vendor's Authorized Agent:     Anette Hebert    

Witness Signature: \_\_\_\_\_

Printed Name of Witness:     Melinda Founier



**Proposer's Sworn and Notarized Familial Disclosure**  
*(to be provided by the Proposer)*

The undersigned, the owner or authorized officer of Rentokil North America dba Ambius (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of Rentokil North America dba Ambius Inc and any member of the City of Troy City Council or City of Troy management.

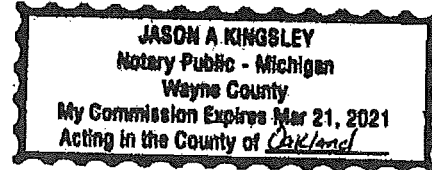
**List any Familial Relationships:**

**BIDDER:**  
Rentokil North America  
dba Ambius

By: Anette Hebert

Its: District Manager  
Sherrill Boel

STATE OF MICHIGAN )  
 )ss.  
COUNTY OF Oakland )



This instrument was acknowledged before me on the 1<sup>st</sup> day of November, 2019, by

Jason Kingsley



**STATEMENT OF NO BID  
CITY OF TROY**

**BID NUMBER: ITB-COT 19-50**  
**TITLE: HOLIDAY LIGHTS**

**Please Send or Fax To:**

City of Troy Purchasing Department  
500 W. Big Beaver Rd.  
Troy, MI 48084

FAX NUMBER: **(248) 619-7608**

We, the undersigned, have declined to bid on the subject bid for the following reasons:

<b>Check All That Apply</b>	<b>REASON</b>
<input type="checkbox"/>	Our company does not handle the type of product / service
<input type="checkbox"/>	We cannot meet the specifications nor provide an approved alternate – please explain below
<input type="checkbox"/>	Our company is not interested in bidding at this time
<input type="checkbox"/>	Job is too small
<input type="checkbox"/>	Job is too large
<input type="checkbox"/>	Cannot be competitive
<input type="checkbox"/>	Liability Issues such as insurance, bonding, indemnification, hold harmless
<input type="checkbox"/>	Insufficient time to respond – please explain below
<input type="checkbox"/>	Our company's schedule would not permit performance of the specifications
<input type="checkbox"/>	Other – describe below
<input type="checkbox"/>	Remove our company's name from this commodity code (Please note that NIGP Commodity Code numbers used by the City of Troy are general classes of items and may result in deletion from a list for another relevant item / service.)

REMARKS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**BID LIST RETENTION:**

Please retain \_\_\_\_\_ on the bid list for the item described above.  
 (COMPANY NAME)

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: \_\_\_\_\_  
 TITLE: \_\_\_\_\_  
 COMPANY: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

**IMPORTANT NOTE:**

To qualify as a respondent to the bid, the vendor must submit a bid or return this completed form.

**VENDOR REGISTRATION:** The City of Troy uses the MITN website for vendor registration, bid and tabulation posting, award information and other processes. Final bid results will be posted on the MITN website after award. Please register to see results - [www.mitn.info](http://www.mitn.info).





500 West Big Beaver  
Troy, MI 48084  
troymi.gov

# CITY COUNCIL AGENDA ITEM

Date: November 4, 2019

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
MaryBeth Murz, Purchasing Manager  
Lisa Burnham, Accounting Manager  
Kurt Bovensiepe, Public Works Director  
Dennis Trantham, Facilities and Grounds Operations Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications - Replacement Holiday Lights

## History

- During 2013-2015, the Kiwanis Club organized the holiday lighting of 25-30 Spruce Trees in the median of Big Beaver in the Troy Downtown Development Authority boundary, which included spaced out locations between Coolidge and Rochester Road.
- In 2016, the City of Troy assumed the responsibility of the holiday tree lighting and promoted the increase of trees to be decorated. The goal was to light all Spruce Trees between I-75 and Coolidge Highway in the Big Beaver median.
- The holiday lights remain in use from November 15 through the last day in February.
- The holiday lights have an average life span of 3-5 years in the harsh environment they are used.

## Purchasing

- On October 31, 2019 a bid opening was conducted as required by City Charter/Code to provide and deliver Holiday Lights.
- The bid was posted on the Michigan Intergovernmental Trade Network (MITN); [www.mitn.info](http://www.mitn.info).
- Eighty nine (89) vendors were notified via the MITN website.
- Two (2) bid responses were received. Below is a detailed summary of potential vendors for the bid opportunity:

Companies notified via MITN	89
Troy Companies notified via MITN	5
Troy Companies notified - Active email Notification	5
Troy Companies - Active Free	0
Companies that viewed the bid	13
Troy Companies that viewed the bid	0

*MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*  
**Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.  
**Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City.  
**Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

- *Rentokil North America dba Ambius, Inc. of Novi, MI* is the low bidder as specified.

### **Financial**

Funds for the Lights of Hope lighting replacement is budgeted in the Parks Division - Civic Center Maintenance account 101.751.30.756.7740.125 in the amount of \$35,000.00.

### **Recommendation**

City management recommends awarding a contract for the purchase of replacement holiday lights as specified to; *Rentokil North America dba Ambius Inc of Novi, Michigan* at unit prices contained in the bid tabulation opened October 31, 2019 not to exceed the budgetary limitation of \$35,000.00.

VENDOR NAME:	Rentokil North America dba Ambius Inc.	Bronner's Commercial Display
CITY:	Novi, MI	Frankenmuth, MI
CHECK NUMBER:	9415206392 & 9415206393	1720111
CHECK AMOUNT:	\$1,000.00 & \$750.00	\$1,750.00

**PROPOSAL: PROVIDE AND DELIVER HOLIDAY LIGHTS FOR THE CITY OF TROY**

Replacement LED Holiday Lights Specifications shall be as follows:

- Commercial grade, 5MM wide angle L.E.D.S.
- 50 LED warm white with green cord, 6" spacing, 25' strand.
- Weather resistant, coupling construction.
- Lights shall be approved for outdoor use.
- Ability to connect up to 40 sets together with one (1) adapter.
- Up to 4.8 watts per set of lights.

Item	Quantity	Unit Price	Total	Unit Price	Total
Commercial -Grade, 5mm Wide Angle L.E.D.S - 50 LED Warm White w/Green Cord, 6" spacing, 25' strand.	2,500	\$10.50	\$26,250.00	\$11.81	\$29,525.00
6' Plug Adapter Cable Rectifier w/Green Wire.	70	\$7.30	\$511.00	\$8.31	\$581.70
24' Green Extension Cord.	70	\$5.30	\$371.00	\$6.05	\$423.50
Delivery Cost:			\$1,500.00		\$0.00
<b>TOTAL COST (including Delivery):</b>			<b>\$28,632.00</b>		<b>\$30,530.20</b>

Delivery Lead Time:	14 days	About 2 weeks from date of order. Possibly less.
Hours of Operation:	8 AM - 6 PM	9 AM - 5 PM M-F
24 Hour Phone #:	248-249-9045	N/A
Statement of Guarantee:	As specified by City	Lights are guaranteed to light for 3 years or 3,000 hours of use which ever comes first. Light sets are warranted for non-permanent installation and temporary use of no more than 90 days at a time as specified by UL code 588. Limited warranty of manufacturer.
Proposed Payment Schedule:	Net 10 upon delivery of product	Net 30
References:	Y or N	Y
Can Meet Insurance:	Y or N	Y
Exceptions:	Y or N	N
Acknowledgement:	Y or N	Y
Forms:	Y or N	Incomplete Familial Disclosure Y

**ATTEST:**  
 Dennis Trantham  
 Susan Riesterer  
 Kristine Kallek  
 Jackie Ahlstrom

  
 MaryBeth Murz,  
 Purchasing Manager

**Standard Purchasing Resolution 2 Award to Low Bidder Meeting Specifications**  
**– Replacement Holiday Lights**

RESOLVED, That Troy City Council hereby AWARDS a contract for the purchase of replacement Holiday Lights as specified to *Rentokil North America dba Ambius Inc* of *Novi, MI*, at unit prices contained in the bid tabulation opened October 31, 2019 not to exceed the budgetary limitation of \$35,000.00, a copy of which shall be ATTACHED to the original Minutes of this meeting.