Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications - Portable Stages

Resolution #2025-03-033-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract for the purchase of two (2) portable stages to the sole bidder meeting specifications, *StageRight Corporation* of *Clare*, *MI*, for an estimated cost of \$56,750 at unit prices contained in the bid tabulation opened March 6, 2025, a copy of which shall be **ATTACHED** to the original Minutes of this meeting; not to exceed budgetary limitations.

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

PURCHASE ORDER

CITY OF TROY **Building Operations** 4693 ROCHESTER ROAD TROY. MI 48085

CITY OF TROY **Building Operations** 4693 ROCHESTER ROAD TROY. MI 48085

No. 2025-00001219 **DATE:** 03/20/2025 **PAGE:** 1 of 1 **FOB DESTINATION**

COUNCIL RESOLUTION 2025-03-033-J-4b

VENDOR NO. 117803

STAGERIGHT CORPORATION 495 HOLLEY DRIVE CLARE, MI 48617

QUANTITY 2	UNIT Each	DESCRIPTION Furnish Portable Stages per ITB-COT 25-06	UNIT COST 28,375.0000	TOTAL COST \$56,750.00
	Laui	MICHIGAN —	20,373.0000	φυσ, 1 υσ. υσ.
Special Instru	ictions:	Entered By: Nellie Bert		\$56,750.00

CITY COUNCIL AWARD DATE: 3-17-2025. Contract for purchase of two portable stages in accordance with the specifications and completion date of ITB-COT 25-06.

TERMS & CONDITIONS

- 1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
- 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.
- 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.
- 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 codefendant 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. Rellied Bert

VENDOR NAME:	StageRight Corporation
CITY:	Clare, MI
CHECK AMT:	\$2,500.00
CHECK #:	39924058

1 Year

Mitch Waite

8am-5pm Y

30-45 Days Y

> Y Y

Net 30 Days

45 Days ARO

None Y

Υ

Υ

BID PROPOSAL: FURNISH NEW PORTABLE STAGE – STAGE RIGHT ME AT STAGING-020525				
Description	Part Number	Qty	Unit Price	Extended Price
Deck, 4'x8', Aluminum Frame with Black TechStage, 0.095" Surface, Mill Edge	AF48MN2	15	\$785.00	\$11,775.00
ME-1000, 4' x 8', 32"-48" All-Terrain Style Full Assembly without Locators	314412	6	\$1,155.00	\$6,930.00
Locator, Major Event All-Terrain Style, Single	314540	4	\$30.00	\$120.00
Locator, Major Event All-Terrain Style, Dual	314545	12	\$35.00	\$420.00
Locator, Major Event All-Terrain Style, Quad	314555	8	\$45.00	\$360.00
Stair – Folding Adjustable 32"-48" 5 Step, redesign alum. Tread	360015	1	\$1,535.00	\$1,535.00
Guardrail, 4' x 42", Stage Rail	390400	1	\$330.00	\$330.00
Guardrail, 8' x 42", Stage Rail	390402	7	\$430.00	\$3,010.00
Skirt, 4'x32"-48", Black Janus, Clip Attachment	321124	1	\$140.00	\$140.00
Skirt, 8' x 32"-48" Black Janus, Clip Attachment	321111	7	\$170.00	\$1,190.00
Transport, Utility, 4' x 8' Flat Cart	322204	3	\$855.00	\$2,565.00
GRAND TOTAL: \$28,375.00				

Contact Person:
Hours of Operations:

Provided Contact Phone No.: Y/N

Product Lead Time:

Can Meet Completion Date: Y/N

Delivery Charge Acknowledgement: Y/N

Manufacturer Warranty:

References: Y/N

Delivery Date(s):

Exceptions:

Terms:

Acknowledgements: Y/N Signed Addendum: Y/N

Forms:

Y/N

No Bid - Creative Windows

Attest:

(*Bid Opening conducted via a Zoom Meeting)

Dennis Trantham

Andrew Chambliss

Nellie Bert

Bryan Pompa

Emily Frontera
Purchasing Manager



CITY OF TROY BID PROPOSAL

ITB-COT 25-06

Page 1 of 4

The undersigned proposes to FURNISH A PORTABLE STAGE FOR THE CITY OF TROY in accordance with the attached bid specifications and drawings that are to be considered an integral part of this bid proposal, at the following prices:

COMPANY NAME: Stage Kight Corporation

BID PROPOSAL: FURNISH NEW PORTABLE STAGE - STAGE RIGHT ME AT STAGING-020525

Description	Part Number	Qty	Unit Price	Extended Price	
Deck, 4'x8', Aluminum Frame with Black TechStage, 0.095" Surface, Mill Edge	AF48MN2	15	\$785.00	11,775."	
ME-1000, 4' x 8', 32"-48" All-Terrain Style Full Assembly without Locators	314412	6	\$1.155,00	a. 930.00	
Locator, Major Event All-Terrain Style, Single	314540	4	\$ 30.00	120.00	
Locator, Major Event All-Terrain Style, Dual	314545	12	\$ 35.00	420.00	
Locator, Major Event All-Terrain Style, Quad	314555	8	\$ 45.00	360.00	
Stair – Folding Adjustable 32"-48" 5 Step, redesign alum. Tread	360015	1	\$1,535.00	1.535.00	
Guardrail, 4' x 42", Stage Rail	390400	1	\$ 330.20	330.	
Guardrail, 8' x 42", Stage Rail	390402	7	\$ 430.00	3,010.00	
Skirt, 4'x32"-48", Black Janus, Clip Attachment	321124	1	\$ 140.00	140.00	
Skirt, 8' x 32"-48" Black Janus, Clip Attachment	321111	7	\$ 170,00	1.190.2	
Transport, Utility, 4' x 8' Flat Cart	322204	3	\$ 855.00	2.565.	
	GRAND TOTAL: \$ 28,375,00				

Note: Prices are per unit and shall include ALL charges. No additional delivery costs, handling, packaging and service charges, etc. will be accepted. **No substitutes or alternatives accepted.**

UNIT PRICES:

Unit prices prevail. The City of Troy Purchasing Department will correct all mathematical errors.

ADDITIONAL INFORMATION:

For additional information or questions concerning this project, please contact Dennis Trantham, Deputy Facilities Director at (248) 524-3503 (dennis.trantham@troymi.gov) between the hours of 8:00 a.m. to 4:30 p.m., Monday through Friday.

WARRANTY:	1	\sqrt{a}
Manufacturer Warranty:	<u>/</u>	lea .

Bid Proposal Portable Stage Page 2 of 4

ESTIMATED QUANTITIES:

Quantities stated are estimated and not guaranteed, but will be used for award purposes. It is the intent to purchase the minimum quantities stated or more. The City of Troy will not be penalized for ordering more or less than the stated quantities.

CONTACT INFORMATION:
Contact Person: Mitch Walter Phone No. 989-386-6310
Hours of operation: 8:00 AM - 5:00 PM 24 Hr. Phone No. 800 - 4/38 - 4/499
MATERIAL AVAILABILITY: Bidders must accept responsibility for verification of material availability, production schedules, and other pertinent data prior to submission of their bid, and confirm delivery times. It is the responsibility of the bidder to notify the City immediately if items specified are discontinued, replaced, or not available.
PRODUCT LEAD TIME: 30-45 Days
COMPLETION DATE: It is preferred that all product be delivered by May 1, 2025. It will be the successful bidder's responsibility to work with Dennis Trantham, Deputy Public Works Director, to establish an acceptable delivery schedule. The City of Troy is the only party to this contract that may authorize amendment to this schedule.
⟨X⟩ Our Company can meet this delivery schedule (May 1, 2025)
() Our Company cannot meet this delivery schedule but offers:

DELIVERY:

All materials are to be F.O.B. delivered, freight paid, to the Troy Department of Public Works, 4693 Rochester Rd, Troy MI 48085, Attn: Dennis Trantham. Please call 24 hours prior to delivery at (248) 524-3368 to allow the City representative to meet the truck(s) at the site.

• Initial to acknowledge that delivery is to be FOB – no additional delivery charges: MRW

DOWNPAYMENTS AND PREPAYMENTS:

Any bid 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. No payments will be made until work/ service is performed to the satisfaction of the authorized City representative.

LOCAL PREFERENCE:

The City of Troy reserves the right to award a contract to a local business, one that 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.

AWARD:

The evaluation and award of this bid shall be a combination of factors, including but not limited to: cost, professional competence, equipment, references, and the correlation of the bid proposal submitted to the needs of the City of Troy.

The City of Troy reserves the right to award this bid to the lowest responsible bidder meeting specifications for each proposal; to combine proposals if deemed in the City's best interest to do so; to reject low bids which have major deviations from specifications; to accept a higher bid which has only minor deviations, whatever is deemed to be in the City of Troy's best interest

COMPANY NAME: StageRight Corporation

Bid Proposal Portable Stage Page 3 of 4

BID DEPOSIT AND FORFEITURE:

The bid deposit of the lowest bidder shall be forfeit if, after bid opening, a change in the bid price or other provision of the bid is required by the bidder that is prejudicial to the interest of the City of Troy or fair competition.

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.

PURCHASE ORDER:

After the evaluation team has approved the award, the City of Troy Purchasing Department will send an award letter to the successful bidder(s). A purchase order will be issued in approximately one-week after City of Troy approval. A purchase order issued in conjunction with the Contract Form (provided in the Forms Section) from the City of Troy will create a bilateral contract between the parties, and the successful bidder(s) shall commit to perform the contract in accordance with specifications.

REFERENCES:

Please submit a list of THREE (3) CUSTOMERS who have purchased portable stages from your company in the last five (5) years. Include the name of the company, the address, phone number, contact person, and email:

COMPANY:	Production Management One
ADDRESS:	8hd5 Inkster Road Taylor, MI 48180
PHONE:	734-564-5188 CONTACT! Ryan Palmer
EMAIL:	
COMPANY:	T.E.A.M. Productions 22C
ADDRESS:	3 Dorchester Street Ocean City, MB 21842
PHONE:	410-289-8230 CONTACT: Bob Rothermel
EMAIL:	
COMPANY:	Bright Lights Stage & Light
ADDRESS:	12600 Old Plank Trail Drive New Lenex, It Loys
PHONE:	708-421-3283 CONTACT: David Heriff
EMAIL:	•

COMPANY NAME: StageRight Conforation

SIGNATURE PAGE

PRICES: Prices quoted shall remain firm for 60 days or bid award, whichever comes first, except the successful bidder(s) whose prices are to remain firm for the entire contract period.
SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:
NOTE: The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addendum as issued.
COMPANY Staget ight Corporation
ADDRESS 495 Pionaer 9 Kny City Clare STATE MI ZIP 2/82/19
TELEPHONE NO. (189) 386-6310 FAX NO. (189) 386-3500
REPRESENTATIVE'S NAME MICH WONTE
SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:
TERMS Net 30 Days WARRANTY / Venr
E-MAIL mulaite stages: sht. com DELIVERY DATE(S) 4/5 Days ARO.
BID CHECK NUMBER
EXCEPTIONS: Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reason for the exception(s), deviation(s), or substitution(s) is an integral part of this bid offer:
ACKNOWLEDGEMENT: I, Mitch Waite, certify that I have read the Instructions to Bidders (3 Pages) and that the
bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, www.bidnetdirect.com//city-of-troy-mi and is an official copy of the Authorized Version
SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE.
IMPORTANT: The City of Troy, at their discretion, may require the bidder(s) to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.
U.S. FUNDS: PRICES QUOTED SHALL BE IN U.S. CURRENCY.



February 24, 2025

Addendum 1 ITB-COT 25-06 Portable Stage Page 1 of 1

To All Bidders:

Please be advised, the following document has been submitted for clarification for ITB-COT 25-06 Portable Stage. The clarification(s) and or change(s) will be considered an integral part of the original proposal document.

The following vendor questions and answers are below:

Question: Could you please send the drawings and specifications?

Answer: Attached you will find drawings and specifications for the items listed in the pricing table.

Please be advised that the City of Troy Purchasing Department has authorized the following clarifications to for Bid Proposal **ITB-COT 25-06**, **Portable Stage**. The clarifications will be considered an integral part of the original proposal documents.

documents for ITB-COT 25-06, Portable Stage same. This addendum should be attached	endum and have integrated the changes into the Bid Proposa e. All other items in the original proposal document remain the to the Electronic Bid Submission Response at the time o
submission on or before Thursday, March 6, 2	2025 at 10:00 A.M., EDT.
COMPANY:	StageRight Corporation
NAME OF REPRESENTATIVE:	Mitch Waite
SIGNATURE OF AUTHORIZED REPRESENT	ATIVE: (Print)
DATE:	2/24/25



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:
Stage Right Corporation
A corporation duly organized and doing business under the laws of the State of MI for whom Nathen Yeshouce bearing the office title of Mender Selection Manager, whose signature is affixed to this proposal, is duly authorized to execute contracts.
A partnership, all members of which, with addresses, is:
An individual, whose signature is affixed to the proposal:



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

(Print Full Name)	, being duly sworn deposed, says that he/she
is Marked Sola Manage . (State Official Capacity in Firm)	The party making the foregoing proposal or bid,
connived, or agree, directly or indirectly from bidding and has not in any manu communication or conference, with any fix any overhead, profit, or cost elemen	usion or sham; that said bidder has not colluded, conspired, ly, with any bidder or person, to put in a sham bid or to refrain ner directly or indirectly sought by agreement or collusion, or y person to fix the bid price or affiant or any other bidder, or to at of said bid price, or that of any other bidder, or to secure the any person interested in the proposed contract; and that all or bid are true.
7/1/2	
SPENATURE OF PERSON SUBMITTING	BID
NOTARY'S SIGNATURE Subscribed and sworn to before me this County.	s 00^{+n} day of $February$, 20 ds in and for
My commission expires:	AMY K WHITNEY Notary Public - Michigan Osceola County My Comm. Expires



<u>Proposer's Sworn and Notarized Familial Disclosure</u> (to be provided by the Proposer)

	officer of Stace Right Corporation (the "Proposer"), nt provided in the Request for Proposal, hereby represent o familial relationships exist between the owner(s) or any
Carporation	_ and any member of the City of Troy City Council or City
of Troy management.	
List any Familial Relationships: -Nonc-	
	By: Nathern Yeshauce Its: Marked Seles Manages
STATE OF MICHIGAN)	
COUNTY OF Clase)ss.
This instrument was acknowledged before me	on the <u>20</u> day of <u>Februay</u> , 2025, by
AMY K WHITNEY Notary Public - Michigan Osceola County My Comm. Expires	



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:

- 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:
 - 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;
 - 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.

Name of Agency/Company/Firm (Please Print)

Nathan Yachance, Marked Sales Manager

Name and title of authorized representative (Please Print)

Signature of authorized representative

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

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc



G:\ BidLanguage_IranLinkedBusiness

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.

Vendor		***************************************
Legal Name	Stage Right Corporation	
Street Address	495 Pronicer Parkway	
City	Clare	
State, Zip	MI 48617	
Corporate I.D. Number/State	382513133	
Taxpayer I.D. #	38-2513133	

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:	
Witness Signature:	
Printed Name of Witness: Mitch Walte	



CITY COUNCIL AGENDA ITEM

0

Date: March 12, 2025

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager

Rob Maleszyk, Chief Financial Officer

Kyle Vieth, Controller

Kurt Bovensiep, Public Works Director

Dennis Trantham, Deputy Public Works Director

Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications –

Portable Stages

History

The City of Troy developed Jeanne M. Stine Community Park as a dedicated space for civic gatherings. Phase I of the park focused on establishing public space with pathways, and infrastructure to support community events. Phase II, the skating amenity, now known as The Rink, and the pavilion were added, further enhancing the park's role as a hub for public activities.

Recognizing the significance of this space in fostering community connections, the Troy Community Foundation generously donated \$100,000 toward the construction of a performing arts shell. Building on this momentum, it became clear that adding a portable elevated stage would provide additional flexibility, benefiting both the performing arts shell and the event space within the Pavilion's Great Hall.

With this purchase, the City will be able to relocate its concert series from Boulan Park to Jeanne M. Stine Community Park, further solidifying the park's role as a venue for public performances and gatherings. This investment enhances the City's ability to host a variety of cultural and community events, ensuring that residents and visitors alike can continue to enjoy high-quality programming in a thoughtfully designed space.

Purchasing

- On March 6, 2025, a bid opening was conducted as required by City Charter/Code for the purchase of two (2) Portable Stages.
- The bid was posted on Bidnet Direct/MITN website; www.bidnetdirect.com/mitn/city-of-troy-mi.
- Eighty-nine (89) vendors were notified via the Bidnet Direct/MITN website. One (1) bid response was received as well as one (1) statement of no bid. Below is a detailed summary of potential vendors for this bid opportunity:



CITY COUNCIL AGENDA ITEM

Purchasing (continued)

Companies notified via MITN		
Troy Companies notified via MITN		
Troy Companies notified Active email Notification		
Troy Companies - Active Free		
Companies that viewed the bid		
Troy Companies that viewed the bid		

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.

Financial

Funds are budgeted and available in the Park Development Capital Fund under Project Numbers 2025C0039 and 2025C0041 for the 2025 fiscal year. Expenditures will be charged to account number 401.770.771.974.130.

Recommendation

City Management recommends awarding a contract for the purchase of two (2) portable stages to the sole bidder meeting specifications, *StageRight Corporation* of *Clare, MI*, at unit prices contained in the attached bid tabulation opened March 6, 2025 for an estimated total cost of \$56,750; not to exceed budgetary limitations.

VENDOR NAME:	StageRight Corporation			
CITY:	Clare, MI			
CHECK AMT:	\$2,500.00			
CHECK #:	39924058			

BID PROPOSAL: FURNISH NEW PORTABLE STAGE – STAGE RIGHT ME AT STAGING-020525					
Description	Part Number	Qty	Unit Price	Extended Price	
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Transport, Utility, 4' x 8' Flat Cart	322204	3	\$855.00	\$2,565.00	
GPAND TOTAL:			\$28	375.00	

	\$28,375.00
	1 Year
	Mitch Waite
	8am-5pm
	989-386-6310
	800-438-4499
Y/N	30-45 Days
	Y
Y/N	Y
Y/N	Υ
	Net 30 Days
	45 Days ARO
	None
	Y
Y/N	Y
Y/N	Y
	Y/N Y/N

No Bid - Creative Windows

Attest:

(*Bid Opening conducted via a Zoom Meeting)

Dennis Trantham

Andrew Chambliss

Nellie Bert

Bryan Pompa

Emily Frontera
Purchasing Manager