



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

# CITY COUNCIL AGENDA ITEM



Date: March 3, 2025

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Kyle Vieth, Controller  
Emily Frontera, Purchasing Manager  
Cindy Stewart, Community Affairs Director

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications - Printing Services for the *Troy Today* and *Troy Recreation* Quarterly Newsletters

## History

- The *Troy Today* Quarterly Newsletter, an all-encompassing newsletter to inform residents and businesses about pertinent City News, Library, Historic Village, and Nature Center programs and special events, and *Troy Recreation*, the quarterly newsletter to inform residents about all Recreation Department programs, classes, and special events, are mailed to all residential and business addresses.
- In addition, a Flip Page newsletter is posted on the City’s website for both booklets.
- The existing contract is expiring April 30, 2025.

## Purchasing

On February 6, 2025, a bid opening was conducted as required by City Charter and Code for one (1) year requirements of printing and delivery services of the *Troy Today* and *Troy Recreation* Quarterly Newsletters with an option to renew for two (2) additional years. The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi). Four hundred and two (402) vendors were notified via the MITN website. Six (6) bid responses were received. Below is a detailed summary of potential vendors for the bid opportunity:

<b>Companies notified via MITN</b>	402
Troy Companies notified via MITN	11
Troy Companies notified - Active email Notification	10
Troy Companies notified - Active non-paying	1
<b>Companies that viewed the bid</b>	49
Troy Companies that viewed the bid	1

**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.

*Grand Blanc Printing Co, Inc. of Grand Blanc, MI*, is the low bidder meeting all bid specifications and is being recommended for award. *Grand Blanc Printing Co. Inc.* is currently providing printing services for the City, is meeting all bid specifications and is doing an excellent job of handling the printing and delivery services of the *Troy Today* and *Troy Recreation* Quarterly Newsletters. Note that web press equipment is required to provide printing services for the *Troy Today* and *Troy Recreation* Quarterly Newsletters.



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## **CITY COUNCIL AGENDA ITEM**

### **Financial Considerations**

Funds are budgeted and available from the printing accounts of the City Manager, Library and Recreation Departments operating budgets.

### **Recommendation**

City Management recommends awarding a one (1) year contract with the option to renew for two (2) additional years for printing and delivery services of the *Troy Today* and *Troy Recreation* Quarterly Newsletters to low bidder meeting specifications, *Grand Blanc Printing Co., Inc., of Grand Blanc, MI* for an estimated total cost of \$50,168.00 for the *Troy Today*, and \$62,780.00 for the *Troy Recreation* plus the actual cost of bulk rate postage and \$30.00 per issue to post the Flip Page newsletter on the City's website, and additional charges if needed, not to exceed budgetary limitations at prices contained in the attached bid tabulation opened February 6, 2025 with contract expiring April 30, 2028, in accordance with all bid specifications.

Vendor Name:	Grand Blanc Printing, Inc.	Printwell Inc.	K.K. Stevens Publishing Co.
City:	Grand Blanc, MI	Taylor, MI	Astoria, IL
Check Amount:	\$2,000	\$2,000.00	\$2,000.00
Check #:	On File	1879833	138925

**BID PROPOSAL A: PRINTING AND DELIVERY OF TROY TODAY QUARTERLY NEWSLETTERS (35,000 copies per printing of each Troy Today, four times per year, in accordance with specifications)**

**PROPOSAL A1 - City Troy Today**

Item	Base Bid Total Pages	50 lb. Pages	Gloss Text Pages	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost
a.	36	32	4	\$10,474.00	\$41,896.00	\$12,433.00	\$49,732.00	\$13,211.52	\$52,846.08
b.	40	36	4	\$11,402.00	\$45,608.00	\$14,353.00	\$57,412.00	\$14,898.26	\$59,593.04
c.	44	40	4	\$12,542.00	\$50,168.00	\$14,773.00	\$59,092.00	\$18,820.15	\$75,280.60

**PROPOSAL A2 - Recreation Troy Today**

Item	Base Bid Total Pages	50 lb. Pages	Gloss Text Pages	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost
d.	52	48	4	\$13,900.00	\$55,600.00	\$16,195.00	\$64,780.00	\$17,149.31	\$68,597.24
e.	56	52	4	\$14,995.00	\$59,980.00	\$18,746.00	\$74,984.00	\$18,103.17	\$72,412.68
f.	60	56	4	\$15,695.00	\$62,780.00	\$19,166.00	\$76,664.00	\$19,102.21	\$76,408.84

**PROPOSAL B: FLIP PAGE NEWSLETTER FOR WEBSITE**

Flip Page Newsletter for posting on City's website	Cost Per Issue	Cost Per Issue	Cost Per Issue
	\$30.00	\$50.00	\$300.00
ADDITIONAL CHARGES:	Cost Per Spread / Proof	Cost Per Spread / Proof	Cost Per Spread / Proof
1. Additional 4-page spreads	\$650.00	\$20.00	\$1,329.16
2. If additional proofs are needed	\$0.00	\$5.00	\$35.00
Completion Schedule can be met:	Y or N	Y	Y
Contact Person:	Greg Care	Shawn Borg	Tim Stevens
Hours of Operation:	9:00-5:00	24/6	M-F 8a-5p
24 Hr. Phone No:	810-875-0185	734-247-8030	309-252-1919
Payment Terms:	Net 30 Days	N30	Net 30
Exceptions:	None	N/A	None
Acknowledgement:	Y or N	Y	Y
Vendor Questionnaire provided:	Y or N	Y	Y
Signed Addendum provided:	Y or N	Y	Y
Forms:	Y or N	Y	Y

**Low Bidder Meeting Specifications**

Attest:  
 (\*Bid Opening conducted via Zoom)  
 Nellie Bert  
 Cindy Stewart  
 Dina Gates

Emily Frontera  
 Purchasing Manager

CITY OF TROY  
 BID TABULATION  
 PRINTING TROY TODAY NEWSLETTER

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Vendor Name:	Lightning Litho Inc.	Indiana Printing and Publishing Company, Inc.	Accuform Printing & Graphics, Inc.
City:	Lansing, MI	Indiana, PA	Detroit, MI
Check Amount:	\$2,000	\$2,000.00	\$2,000.00
Check #:	186985	2071632	9207027666

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**PROPOSAL A1 - City Troy Today**

Item	Base Bid Total Pages	50 lb. Pages	Gloss Text Pages	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost
a.	36	32	4	\$16,157.21	\$64,628.84	\$14,327.00	\$57,308.00	\$15,065.00	\$60,260.00
b.	40	36	4	\$18,284.61	\$73,138.44	\$15,326.00	\$61,304.00	\$17,192.00	\$68,768.00
c.	44	40	4	\$19,614.81	\$78,459.24	\$16,063.00	\$64,252.00	\$17,996.00	\$71,984.00

**PROPOSAL A2 - Recreation Troy Today**

Item	Base Bid Total Pages	50 lb. Pages	Gloss Text Pages	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost	Cost Per Issue	Annual Cost
d.	52	48	4	\$22,416.65	\$89,666.60	\$17,545.00	\$70,180.00	\$20,164.00	\$80,656.00
e.	56	52	4	\$24,838.10	\$99,352.40	\$20,022.00	\$80,088.00	\$22,388.00	\$89,552.00
f.	60	56	4	\$27,804.58	\$111,218.32	\$20,760.00	\$83,040.00	\$22,774.00	\$91,096.00

**PROPOSAL B: FLIP PAGE NEWSLETTER FOR WEBSITE**

Flip Page Newsletter for posting on City's website	Cost Per Issue	Cost Per Issue	Cost Per Issue
	\$250.00	\$85.00	\$100.00
ADDITIONAL CHARGES:	Cost Per Spread / Proof	Cost Per Spread / Proof	Cost Per Spread / Proof
1. Additional 4-page spreads	\$1,832.11	\$787.00	\$0.0764
2. If additional proofs are needed	\$35.00	No Charge	\$125.00
Completion Schedule can be met:	Y or N	Y	Y
Contact Person:	Ben Naghtin	Mike Donnelly	Paul D. Johnson
Hours of Operation:	8:00 to 5:30	8:00am-5:00pm	8am-5pm
24 Hr. Phone No:	517-394-2995	724-388-3839	313-377-6899
Payment Terms:	Net 30	Net 30 days	Net 30
Exceptions:	N/A	N/A	None
Acknowledgement:	Y or N	Y	Y
Vendor Questionnaire provided:	Y or N	Y	Y
Signed Addendum provided:	Y or N	N	Y
Forms:	Y or N	Y	Y