



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

Date: September 14, 2020



To: Mark F. Miller, City Manager

From: Robert J. Brunner, Assistant City Manager  
Rob Maleszyk, Chief Financial Officer  
Lisa Burnham, Controller  
Kurt Bovensiep, Public Works Director  
Brian Varney, Fleet Operations Manager  
Dennis Trantham, Facilities and Grounds Operations Manager  
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications -  
Department of Public Works Fleet Garage Unit Heater Replacement

### History

- The Fleet Garage is part of the original building constructed in 1975.
- The Fleet Garage is home to 20 staff members and services over 400 pieces of equipment including vehicles, trailers, and attachments in addition to the various units that are owned by individual departments.
- The garage operates 16 hours per day 5 days a week year round.
- The unit heaters in the garage have reached the end of their life cycle requiring significant repairs.
- Replacement of the unit heaters was identified in the Facilities Condition Assessment and Analysis.
- Replacement unit heaters will be installed by in-house Facilities staff.

### Purchasing

- On September 10, 2020 a bid opening was conducted as required by City Charter/Code for the purchase of replacement unit heaters for the Fleet Garage located at the Department of Public Works.
- The bid was posted on the Michigan Intergovernmental Trade Network (MITN); [www.mitn.info](http://www.mitn.info).
- Eighty eight (88) 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	88
Troy Companies notified via MITN	2
Troy Companies notified - Active email Notification	2
Troy Companies - Active Free	0
Companies that viewed the bid	16
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.



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### **Purchasing (continued)**

- *The Macomb Group of Sterling Heights, MI*, is the low bidder as specified and meets all bid specifications.

### **Financial**

Funds are budgeted and available in the Capital Projects fund under the Fleet Maintenance Department Project Number 2021C0130 for the 2021 Fiscal Year. Expenditures will be charged to the Capital Fund Account 661.549.565.7975.900.

### **Recommendation**

City management recommends awarding a contract for the purchase of replacement unit heaters for the Fleet Garage located at the Department of Public Works; as per bid specifications to the low bidder meeting specifications *The Macomb Group of Sterling Heights MI* at unit prices contained in the bid tabulation opened September 10, 2020 for an estimated total cost of \$45,255.

Opening Date: 09/10/2020  
Date Reviewed: 09/10/2020

CITY OF TROY  
BID TABULATION  
GARAGE UNIT HEATERS

ITB-COT 21-06  
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VENDOR NAME:	<b>The Macomb Group</b>	SupplyCore, Inc.
CITY:	<b>Sterling Heights, MI</b>	Rockford, IL

**PROPOSAL: Furnish Garage Unit Heaters**

Estimated Qty	Description: Modine Commercial Gas Fired Unit Heaters	Unit Cost (Each)	Estimated Total Cost	Unit Cost (Each)	Estimated Total Cost
1	HDB100AS heater with 30 degree hood, filter, and Summer/Winter (SW) toggle switch (UH-20)	\$2,150.00	<b>\$2,150.00</b>	\$2,362.64	<b>\$2,362.64</b>
3	BDB175AE heater with 60 degree hood, filter, and SW toggle switch (UH-19, UH-10, UH-8)	\$3,250.00	<b>\$9,750.00</b>	\$3,538.47	<b>\$10,615.41</b>
2	BDB250AE (3-phase) heater with 60 degree hood, field installed motor starter assembly, filter, and SW toggle switch (UH-18, UH-9)	\$4,360.00	<b>\$8,720.00</b>	\$4,747.26	<b>\$9,494.52</b>
1	BDB250TE (stainless steel) heater with 60 degree hood, and SW toggle switch (UH-17)	\$4,325.00	<b>\$4,325.00</b>	\$4,703.30	<b>\$4,703.30</b>
1	BDP175A heater with 60 degree hood, filter, and SW toggle switch (UH-16)	\$3,250.00	<b>\$3,250.00</b>	\$3,538.47	<b>\$3,538.47</b>
1	BDP250AW (3-phase) heater with 60 degree hood, field installed motor starter assembly, filter, and (SW) toggle switch (UH-15)	\$4,360.00	<b>\$4,360.00</b>	\$4,747.26	<b>\$4,747.26</b>
5	HDB125AS heater with 30 degree hood, filter, and SW toggle switch (UH-14, UH-13, UH-12, UH-11, UH-7)	\$2,350.00	<b>\$11,750.00</b>	\$2,560.44	<b>\$12,802.20</b>
1	HS100AS heater with SW switch only (UH-6)	\$950.00	<b>\$950.00</b>	\$1,054.95	<b>\$1,054.95</b>

NOTE: Include all delivery costs, handling and packaging, charges in the unit cost (each) price.

<b>Total Cost:</b>		<b>\$45,255.00</b>	<b>\$49,318.75</b>
State Warranty:		Heat Exchanger - 10 yrs; Remaining Parts 2 yrs: No Labor Allowance; All warranties must be approved.	One year
Authorized Dealer:	Y or N	Y	N
Descriptive Literature:	Y or N	Y	N
Name:		Ian Thomas	Patrick Voller; Ashley Slabaugh
Hours of Operation:		8AM - 5PM	8AM - 5PM CST
24 Hr. Phone No.:		(586) 693-6236	(717) 448-5282; (815) 519-1539
References:	Y or N	Y	Y
Payment Terms:		Net 30	Net 30
Delivery Date:		4-5 Weeks A.R.O.	3-4 weeks after PO receipt
Exceptions:	Y or N	Y	Y
Allow Bid to be broken up by item	Y or N	N	N
Acknowledgement:	Y or N	Y	Y
Forms:	Y or N	Y	Y

Attest:

(\*Bid Opening conducted via a Go-To Meeting)

Dennis Trantham

Kristine Kallek

Jackie Ahlstrom

Beth Zaccardelli

MaryBeth Murz,  
Purchasing Manager