



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: September 15, 2020



To: Mark F. Miller, City Manager

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

Subject: Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications – Department of Public Works Window Replacement – Parks Maintenance Garage and Main Facility

History

Parks Maintenance Garage:

- The windows in the Parks Maintenance Garage are single pane, steel framed, and non-insulated.
- Original to the building circa 1960's.
- Window frames are rusting beyond repair causing the glass to fall out.
- Window replacement was identified for replacement in the Facilities Condition Assessment and Analysis.

DPW Main Building:

- The windows in the south west portion of the main DPW building are original to the facility circa 1975.
- Current windows have non-thermally broken frames and non-insulated glass and window seals are failing.
- Window replacement was identified for replacement in the Facilities Condition Assessment and Analysis.

Purchasing

On September 3, 2020, a bid opening was conducted as required by City Charter and Code for the replacement windows at the Public Works Main Facility and Parks Maintenance Garage. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info. One (1) bid response was received. Below is a detailed summary of potential vendors:



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Purchasing (continued)

Companies notified via MITN	200	<p>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.</p> <p>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.</p> <p>Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.</p> <p>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.</p>
Troy Companies notified via MITN	5	
Troy Companies - Active email Notification	5	
Troy Companies - Active Free	0	
Companies that viewed the bid	13	
Troy Companies that viewed the bid	0	

- *H&H Glass & Metal Inc., of Detroit, MI*, is the sole bidder and meets all bid specifications and is being recommended for the window replacement at the Public Works Main Facility and Parks Maintenance Garage.
- The total cost of the windows includes all delivery costs, handling and installation.

Financial

Funds are budgeted and available in the Public Works Capital Project Fund under Project Number 2021C0045 and 2021C0046 for the 2021 fiscal year. Expenditures will be charged to account number 401.464.7975.900.

Recommendation

City management recommends awarding a contract for the replacement windows at the Public Works Main Facility and Parks Maintenance Garage; as per bid specifications to the sole bidder meeting specifications; *H&H Glass & Metal Inc., of Detroit, MI* at prices contained in the bid tabulation opened September 3, 2020 for an estimated total cost of \$48,906 with a 10% contingency of \$4,900 for an estimated grand total amount of \$53,806 not to exceed budgetary limitations.

Opening Date: 09/03/2020
Date Reviewed: 09/03/2020

CITY OF TROY
BID TABULATION
REPLACEMENT WINDOWS

ITB-COT 21-07
Page 1 of 1

VENDOR NAME:	H&H Glass & Metal Inc.
CITY:	Detroit, MI
CHECK #:	1620418470
CHECK AMOUNT:	\$4,250.00

PROPOSAL: Purchase and Install Replacement Windows for the City of Troy Department of Public Works		
Description	Unit Price	Extension
PROPOSAL A-1:		
Demo and dispose of four (4) existing 61" x 197" steel sash windows. Install 2" x 4.5" dark bronze commercial aluminum framing splitting 3 times and glazed with bronze tint insulated glazing. Price shall include all Materials and Labor.	Qty: 3) \$3,755	\$11,265.00
	Qty: 1) \$4,589 Frosted Glass	\$4,589.00
PROPOSAL A-2:		
Install 48" x 24" hopper style vent window.	\$1,192.00	\$4,768.00
PROPOSAL B-1:		
Demo and dispose of 20 existing 24" x 72" aluminum framed windows. Install 2" x 4.5" clear anodized aluminum framing glazed with clear insulated glazing. Price shall include all Materials and Labor.	\$625.00	\$12,500.00
PROPOSAL B-2:		
Bronze tint insulated glazing Install hopper style vent window.	\$670.00	\$13,400.00
Total Cost:	\$46,522.00	

NOTE: Pricing shall include all delivery costs, handling, and installation.

Completion Schedule can be met:	Y or N	As Specified
Descriptive Literature provided:	Y or N	Y
Attended Site Inspection:	Y or N	Y - 08/25/2020
Can Meet Delivery Schedule:	Y or N	Y
Hours of Operation:		9AM - 3PM
Contact Phone #:		313-646-6000
Warranty:		Michigan
Subcontractors Requirement met:	Y or N	Y
References:	Y or N	Y
Can Meet Insurance:	Y or N	Y
Payment Terms:		30 days
Exceptions:	Y or N	N
Acknowledgement:	Y or N	Y
Forms:	Y or N	Y

Attest:

(*Bid Opening conducted via a Go-To Meeting)
Dennis Trantham
Kristine Kallek
Jackie Ahlstrom
Jodi Kolakowski

MaryBeth Murz,
Purchasing Manager