



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM



Date: May 10, 2021

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
Lisa Burnham, Controller  
Kurt Bovensiepe, Public Works Director  
Cindy Stewart, Community Affairs Director  
Paul Evans, Zoning and Compliance Specialist  
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Snow Removal Services

### History

- The Code Enforcement Division is responsible for clearing snow and ice from non-compliant private property owners abutting public sidewalks as Chapter 34.11 and 34.11.01 states.
  - Code Enforcement only responds to those properties that have received specific complaints.
  - Contractor charges and fees are invoiced to the property owner.
- The Community Affairs Division is responsible for administering the Community Development Block Grant (CDBG) Home Chore Program
  - Qualified individuals are eligible for assistance with snow and ice removal from driveways and sidewalks.
  - Approximately 90 homes are completed under this program.
  - CDBG funds this operation.

### Purchasing

- On April 1, 2021 a bid opening was conducted as required by City Charter and Code for seasonal requirements for Snow Removal Services with an option to renew for two (2) additional seasons.
- The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; [www.mitn.info](http://www.mitn.info). Two hundred and eleven (211) vendors were notified.
- Three (3) bid responses were received. Below is a detailed summary of notified potential vendors.

<b>Companies notified via MITN</b>	211
Troy Companies notified via MITN	4
Troy Companies notified Active email Notification	3
Troy Companies notified Active Free	1
<b>Companies that viewed the bid</b>	18
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



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### **Purchasing (*continued*)**

- Upon review of the bid responses, Proposals A, B, and E, in the City's best interest, will be rebid in August due to lower than expected bid responses. Contracts for the three proposals will not be awarded as per the following bid language which states:

*The City reserves the right to reject any or all bids, to waive any informality in the bid proposal received, and to accept any bid proposal or part thereof, which it shall deem to be most favorable to the interests of the City*

- Based on review of the bid responses for Proposals C and D, it is being recommended to award snow removal contracts to *Xpert Lawn and Snow of Warren, MI* for Proposal (C) Code Enforcement Calls and *Brantley Development, LLC of Inkster, MI* for Proposal (D) Home Chore Program as per the prices detailed in the attached bid tabulation.
- The award is contingent upon contractor's submission of proper insurance certificates, and all other specified requirements.

### **Financial**

Funds are currently available for each service in the corresponding division's operating budget.

### **Recommendation**

City management recommends awarding a contract to provide seasonal requirements of Snow Removal Services with an option to renew for two (2) additional seasons to *Xpert Lawn and Snow of Warren, MI* for Proposal (C) and to *Brantley Development, LLC of Inkster, MI* for Proposal (D) at prices detailed and contained in the attached bid tabulation.

VENDOR NAME:	Premier Group Associates, LC	Xpert Lawn and Snow
CITY:	Detroit, MI	Warren, MI

**PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks**

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour	# Dedicated	Cost per Hour
<b>Parking Lots:</b>						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	3	\$125.50	1	\$150.00
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour	1	\$260.00	No bid	
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour	1	\$200.00	1	\$200.00
4	Skid Steer with Snow Pusher	Hour	1	\$160.00	1	\$125.00
5	Pickup with 8 ft. Blade	Hour	2	\$125.00	20	\$125.00
6	Truck with 10 ft. Snowplow	Hour	1	\$200.00	No bid	
7	Parking Lot Salt	Ton	1	\$150.00	Unlimited	\$85.00
<b>Sidewalks:</b>						
8	Utility Vehicle with 5' Snow Plow	Hour	2	\$180.00	2	\$110.00
9	Utility Vehicle with Salt Spreader	Hour	2	\$170.00	2	\$110.00
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour	1	\$200.00	2	\$110.00
11	Utility Tractor Mounted Snow Blower	Hour	No bid		1	\$100.00
12	Walk-Behind Snow Blower	Hour	5	\$85.00	20	\$50.00
13	Snow Shovel and Operator	Hour	10	\$65.00	20	\$35.00
14	Walk-Behind Salt Spreader with Operator	Hour	4	\$70.00	20	\$35.00
15	Sidewalk Snow and Ice Melter	50lb Bag		\$25.00	Unlimited	\$25.00
<b>ESTIMATED GRAND TOTAL - PROPOSAL A:</b>				\$2,015.50	\$1,260.00	

**Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)**

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$3.00		\$0.10	
2	Two (2) inches to Six (6) inches	LF.	\$2.50	\$2.00	\$0.10	\$0.10
3	Greater than Six (6) inches	LF.	\$2.50	\$3.75	\$0.10	\$0.15
<b>ESTIMATED GRAND TOTAL - PROPOSAL B:</b>			\$8.00	\$5.75	\$0.30	\$0.25

**Proposal (C): Code Enforcement per Call Basis**

Item	Description	Unit	Cost	Cost
1	Dispatch Fee	Per Property	\$25.00	\$5.00
2	Price for Snow / Ice Removal	Hour	\$135.00	\$35.00
3	Price for Salting	LF.	\$3.00	\$0.15

**Proposal (D): Snow Removal Services for the Home Chore Program**

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		No Bid		\$45.00	\$15.00

**Proposal (E): Snow Removal Services - Local Roads Emergency Basis**

Type of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment
Front End Loader: Minimum Size 3 Yards				
5 Yd Capacity	1	\$260.00	No bid	
3 Yd Capacity	1	\$200.00	1	\$200.00
Other Size:	No Bid		No bid	
Other Size:				
Pick up with minimum 8 ft Blade (to assist loaders only)				
Pick up with minimum 8 ft Blade	2	\$125.00	20	\$125.00
Road Grader with Minimum Size of 6 Wheels				
20,000 GVW Grader	1	\$450.00	No bid	
Other Size:	No Bid			
Truck with 10 ft Snowplow				
Truck with 10 ft Snowplow	1	\$200.00		

SITE VISITS:		N	3/24/2021
INSURANCE MET:	Y/N	Y	Y
PAYMENT TERMS:		Net 30	Net 30
EXCEPTIONS:	Y/N	N	N
ACKNOWLEDGEMENT:	Y/N	Y	Y
VENDOR QUESTIONNAIRE:	Y/N	Y	Y
FORMS:	Y/N	Y	Y

VENDOR NAME: Brantley Development  
CITY: Inkster, MI

**PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks**

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour		
Parking Lots:						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	No Bid			
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour				
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour				
4	Skid Steer with Snow Pusher	Hour				
5	Pickup with 8 ft. Blade	Hour				
6	Truck with 10 ft. Snowplow	Hour				
7	Parking Lot Salt	Ton				
Sidewalks:						
8	Utility Vehicle with 5' Snow Plow	Hour				
9	Utility Vehicle with Salt Spreader	Hour				
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour				
11	Utility Tractor Mounted Snow Blower	Hour				
12	Walk-Behind Snow Blower	Hour				
13	Snow Shovel and Operator	Hour				
14	Walk-Behind Salt Spreader with Operator	Hour				
15	Sidewalk Snow and Ice Melter	50lb Bag				

**ESTIMATED GRAND TOTAL - PROPOSAL A:**

**Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)**

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$0.08	
2	Two (2) inches to Six (6) inches	LF.	\$0.08	\$0.18
3	Greater than Six (6) inches	LF.	\$0.08	\$0.21
<b>ESTIMATED GRAND TOTAL - PROPOSAL B:</b>			\$0.24	\$0.39

**Proposal (C): Code Enforcement per Call Basis**

Item	Description	Unit	Cost
1	Dispatch Fee	Per Property	\$5.00
2	Price for Snow / Ice Removal	Hour	\$55.00
3	Price for Salting	LF.	\$0.30

**Proposal (D): Snow Removal Services for the Home Chore Program**

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		\$25.00	\$5.00

**Proposal (E): Snow Removal Services - Local Roads Emergency Basis**

Type of Equipment	# of Available Pieces of Eqt	H/R Per Single of Equipment
Front End Loader: Minimum Size 3 Yards	No Bid	
5 Yd Capacity		
3 Yd Capacity		
Other Size:		
Other Size:		
Pick up with minimum 8 ft Blade (to assist loaders only)		
Pick up with minimum 8 ft Blade		
Road Grader with Minimum Size of 6 Wheels		
20,000 GVW Grader		
Other Size:		
Truck with 10 ft Snowplow		
Truck with 10 ft Snowplow		

SITE VISITS:		Current Contractor
INSURANCE MET:	Y/N	Y
PAYMENT TERMS:		2% 10 Days
EXCEPTIONS:	Y/N	N
ACKNOWLEDGEMENT:	Y/N	Y
VENDOR QUESTIONNAIRE:	Y/N	Y
FORMS:	Y/N	Y

Low Bidder Meeting Specifications

**ATTEST:**

Cindy Stewart  
Cheryl Stewart  
Scott Carruthers

Emily Frontera  
Purchasing Manager