



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: August 2, 2021

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Lisa Burnham, Controller
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications –
Holiday Lights – Lights of Hope

History

- For two years beginning in 2013, the Kiwanis Club organized the holiday lighting of 25-30 Spruce Trees in the median of Big Beaver in the Troy Downtown Development Authority boundary, which included spaced out locations between Coolidge and Rochester Road.
- In 2016, the City of Troy encouraged the holiday tree lighting and promoted the increase of trees to be decorated.
- The City of Troy decided to install lights on additional trees with lights provided by the Kiwanis and purchase lights and install them on additional trees.
- The goal was to light all Spruce Trees between Rochester Rd. and Coolidge Highway in the Big Beaver median.
- The City of Troy staff continues to receive several compliments on the city's efforts to provide a traditional decorated look for the holiday season along the corridor.
- It is anticipated that the lights will remain on beginning the Monday prior to Thanksgiving through the last day in February.
- The Holiday Lights have an average life span of 3-5 years in the harsh environment they are used.

Purchasing

- On July 22, 2021 a bid opening was conducted as required by the City Charter/Code for one (1) year requirements for the Installation of Holiday Lights.
- The bid was posted on the Michigan Intergovernmental Trade Network (MITN); www.mitn.info.
- Two Hundred and eighty-two (282) vendors were notified via the MITN website. Two (2) bids were received. The summary of the vendor responses is detailed below.
- *Landscape Services, Inc. of Clinton Twp., MI* is the low bidder meeting specifications.

Companies notified via MITN	282
Troy Companies notified via MITN	8
Troy Companies - Active email Notification	7
Troy Companies - Active Free	1
Companies that viewed the bid	17
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 solicitations or access any bid information.*



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Financial

Funds are budgeted and available in the General Fund under the Parks Maintenance Street Island Maintenance (DDA) account number 101.751.30.783.7802.070 for the 2022 fiscal year.

Recommendation

City Management recommends awarding a contract for Proposal A: Installation and Removal of Holiday Lights on approximately 190 Spruce Trees located in the Big Beaver Median from Coolidge to Rochester Road, Proposal B: Installation and Removal of Holiday Lights on additional trees on municipal property, Proposal C: Commercial-Grade LED light strands, Proposal D: Replacement 6' Cable Rectifiers, and Proposal E: Replacement 24' Green extension cords to the low bidder meeting specifications *Landscape Services, Inc. of Clinton Twp., MI* for an estimated installation cost of \$29,835 for Proposal A and for Proposals B, C, D, and E, at unit prices contained in the bid tabulation opened July 22, 2021 not to exceed budgetary limitations.

Opening Date: 07/22/2021
Date Reviewed: 07/22/2021

CITY OF TROY
BID TABULATION
HOLIDAY LIGHTS

ITB-COT 21-43
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VENDOR NAME:	Landscape Services, Inc.	Pink Pro Services, LLC
CITY:	Clinton Township, MI	Waterford, MI
CHECK #:	1561640	840462
CHECK AMOUNT:	\$5,000.00	\$5,000.00

PROPOSAL: FURNISH ALL EQUIPMENT, AND LABOR FOR THE INSTALLATION OF HOLIDAY LIGHTS AT THE CITY OF TROY

DESCRIPTION	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
PROPOSAL A:				
Installation and Removal of Holiday Lights on approximately 190 Spruce trees in the Big Beaver Median.		\$29,835.00		\$39,000.00
PROPOSAL B:				
Installation and Removal of Holiday Lights per tree on additional trees on municipal property.	250		235	
PROPOSAL C:				
Commercial-Grade, 5MM Wide Angle L.E.D.S 50 LED Warm White W/Green Cord, 6" Spacing, 25' approximately 2,500.	12.75	\$31,875.00	\$12.50	\$31,250.00
PROPOSAL D:				
6' Plug Adapter Cable Rectifier W/Green Wire approximately 140.	\$9.63	\$1,348.20	\$9.00	\$1,260.00
PROPOSAL E:				
24' green extension approximately 14.	\$6.73	\$94.22	\$8.00	\$112.00
TOTALS:		\$63,152.42		\$71,622.00
Hours of Operation:	8AM-6PM		8AM-6PM	
24 Hour Phone No.:	586-216-2230		248-202-7636	
Contact Person:	Bret Steiner		Jeremy Main	
Phone:	586-216-2230		248-202-7636	
Site Inspection:	Y or N	Y	Y	Y
Meet Delivery/Installation Schedule:	Y or N	Y	Y	Y
Days after notice work shall commence:		15		12
References:	Y or N	Y	Y	Y
Can Meet Insurance:	Y or N	Y		N
Payment Terms:	Y or N	NET 30		As specified
Warranty:	Y or N	None		1 Year
Exceptions:	Y or N	None		None
Acknowledgement:	Y or N	Y		Y
Forms:	Y or N	Y		Y

ATTEST:

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

Heather Chomiak

Dennis Trantham

Emily Frontera

Emily Frontera