



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: February 14, 2022

To: Mark Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Lisa Burnham, Controller
Frank Nastasi, Police Chief
Laurence Schehr, Police Lieutenant
Richard Riesterer, Fire Chief
Peter Hullinger, Assistant Fire Chief
Kurt Bovensiep, Public Works Director
Brian Varney, Fleet Operations Manager
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2 - Sole bidder Meeting Specifications - Vehicle Graphic Materials

History

The Police, Fire and Fleet Departments are responsible for the maintenance of City vehicles and emergency equipment as per Troy City Council’s ongoing objective to enhance the health and safety of the community. This maintenance includes the installation and/or purchase of vehicle graphic materials for the Police, Fire and Public Works Departments. In 2018, City Council approved a two (2) year contract with an option to renew for two (2) additional years. The existing contract has expired, necessitating Vehicle Graphics to be re-bid.

Purchasing

On January 20, 2022, bids were received as required by City Charter and Code for two (2) year requirements of Vehicle Graphic Materials and installation with an option to renew for two (2) additional years. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.bidnetdirect.com/city-of-troy-mi. Two hundred and twenty-nine (229) vendors were notified via the MITN website. One (1) sole bid response was received.

Below is a detailed summary of potential vendors for the bid opportunity:

Companies notified via MITN	229
Troy Companies notified via MITN	5
Troy Companies notified Active email Notification	5
Troy Companies notified Active Free	0
Companies that viewed the bid	8
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)

Majik Graphics, Inc. of Clinton Township, MI was the sole bidder meeting specifications and is being recommended for the installation and/or purchase of vehicle graphic materials at the unit prices identified in the attached bid tabulation. *Majik Graphics, Inc.* has successfully provided vehicle graphics for the City of Troy and meets all requirements.

Financial

Funds are budgeted and available in the operating accounts of the Police and Fire Departments, and Fleet Division of the Public Works Department respectively.

Recommendation

City management recommends awarding a two (2) year contract to provide and install Vehicle Graphic Materials for the Police, Fire and Public Works Departments; with an option to renew for two (2) additional years to the sole bidder meeting specifications; *Majik Graphics, Inc. of Clinton Township, MI* at unit prices contained in the attached bid tabulation for an estimated total cost of \$44,999. This estimate may increase but will not exceed budgetary limitations. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates and all other specified requirements.

VENDOR:	MAJIK GRAPHICS, INC.
CITY:	CLINTON TWP., MI
CHECK NUMBER:	9105221829
CHECK AMOUNT:	\$500.00

PROPOSAL: VEHICLE GRAPHICS

1. POLICE VEHICLE GRAPHICS (COMPLETE) INCLUDING INSTALLATION
 In accordance with the specifications - new vehicles

ITEM	EST. QTY	UNIT	DESCRIPTION - (Non-Reflective)	COMPLETE FOR THE SUM OF:	EXTENSION
1A.	12	Each	Police Vehicles (Fully Marked Patrol)	\$475.00	\$5,700.00
1B.	7	Each	Police Vehicles (Subdued Marked Traffic)	\$475.00	\$3,325.00
1C.	3	Each	Police Vehicles (K-9)	\$515.00	\$1,545.00
1D.	3	Each	Police Vehicles (Evidence Tech)	\$515.00	\$1,545.00
1E.	3	Each	Police Vehicle (Community Services)	\$515.00	\$1,545.00
1F.	1	Each	Police Vehicle (Service Aide) - reflective	\$630.00	\$630.00
1G.	5	Each	Police Vehicle (Supervisor)	\$515.00	\$2,575.00
Sub -Total					\$16,865.00

COST FOR REPLACEMENT OF DAMAGED SECTIONS

ITEM	EST. QTY	UNIT	DESCRIPTION	MATERIAL (Lump Sum/Unit)	LABOR (Lump Sum/Unit)	TOTAL COST (Material+ Labor/Unit)
1H.	14	Each	Front Fender – either side	\$55.00	\$65.00	\$120.00
1I.	14	Each	Rear Quarter Panel – either side	\$45.00	\$65.00	\$110.00
1J.	24	Each	Doors - Front – either side	\$225.00	\$65.00	\$290.00
1K.	24	Each	Doors – Rear – either side	\$140.00	\$65.00	\$205.00
1L.	12	Each	Vehicle Trunk – Letters and Numbers	\$45.00	\$65.00	\$110.00
Sub -Total						\$16,420.00

LABOR COST FOR REMOVAL OF DECALS AND GRAPHICS FROM

1M.	20	Each	Fully Marked Patrol Cars:		\$145.00	
1N.	4	Each	Subdued Marked Traffic Safety Vehicles:		\$145.00	
1O.	1	Each	Fully Marked PSA Vehicle – (reflective)		\$180.00	
Sub-Total						\$3,660.00

ADDITIONAL ITEMS

				*Each		
1P.	4	Each	K-9 Markings (Head on Pillar)	\$18.00	\$30.00	\$66.00
1Q.	4	Each	K-9 Graphics (Name on Pillar)	\$10.00	\$10.00	\$30.00
1R.	4	Each	K-9 Graphics (Caution on Window)	\$18.00	\$30.00	\$66.00
1S.	4	Each	2" Unit Designator (K-9, Evidence Tech, Traffic Safety, Community Services)	\$18.00	\$30.00	\$66.00
1T.	8	Sets	12" Roof Numbers (set of 3)	\$38.00	\$35.00	\$73.00
1U.	16	Each	3" American Flags (Sample shown at site visit)	\$8.00	\$10.00	\$26.00
Sub-Total						\$1,912.00

* Pricing is per graphic; typically 2 purchased per vehicle

Manufacturer Used:	Avery, 3M, FDC
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2. FIRE VEHICLE GRAPHICS (COMPLETE) INCLUDING INSTALLATION
 In accordance with the specifications - new vehicles

ITEM	EST. QTY	UNIT	DESCRIPTION - (Reflective)	COMPLETE FOR THE SUM OF:	EXTENSION
2A.	2	Each	Staff/ Utility Vehicles	\$245.00	\$490.00

VENDOR: MAJIK GRAPHICS, INC.
 CITY: CLINTON TWP., MI

COST FOR REPLACEMENT OF DAMAGED SECTIONS						
ITEM	EST. QTY	UNIT	DESCRIPTION - (Reflective)	MATERIAL (Lump Sum/Unit)	LABOR (Lump Sum/Unit)	TOTAL COST (Material+ Labor/Unit)
2B.	2	Each	Doors - Front or Rear – either side	\$140.00	\$65.00	\$205.00
2C.	2	Each	Vehicle Rear Hatch – Letters and Numbers	\$30.00	\$65.00	\$95.00
					TOTAL:	\$300.00
2D.	4	Each	Labor Cost for removal of decals and graphics from Fire vehicles		\$115.00	
Sub-Total						\$1,060.00
Manufacturer Used:				3M		

**3. DEPARTMENT OF PUBLIC WORKS (FLEET OPERATIONS)
 GRAPHICS ONLY In accordance with the specifications**

ITEM	EST. QTY	UNIT	DESCRIPTION - (Reflective)	COMPLETE FOR THE SUM OF:	EXTENSION
3A.	36	Each	Decals, 8", Department Designated	\$23.00	\$828.00
3B.	4	Each	Decals, 8", Plain	\$23.00	\$92.00
3C.	6	Each	Decals, 12", Department Designated	\$36.00	\$216.00
3D.	6	Each	Decals, 12", Plain	\$36.00	\$216.00
3E.	60	Each	Decals, 16", Department Designated	\$45.00	\$2,700.00
3F.	12	Each	Decals, 16", Plain	\$45.00	\$540.00
Sub-Total					\$4,592.00

5. Computerized "New" Vehicle Layout Design No Charge
 Manufacturer Used: Avery, 3M, FDC

ESTIMATED TOTAL COST: \$44,999.00

CONTACT INFORMATION: Hours of Operation:	8:00 AM - 5:00 PM M-F
24 Hour Phone #:	586-354-8392
MADE SITE INSPECTION: Y or N	Yes, 01/07/2022
REFERENCES: Y or N	Y
ABLE TO PROVIDE INSURANCE: Y or N	Y
PAYMENT TERMS:	NET 30
WARRANTY:	LIFE OF VEHICLE
DELIVERY OF DECALS:	DPW
EXCEPTIONS:	NONE
ACKNOWLEDGMENT: Y or N	Y
ADDENDUM 1 & 2 PROVIDED: Y or N	MISSING SIGN ADDENDUM 2 SIGNATURE
FORMS:	NONE PROVIDED

SOLE BIDDER

Attest:
 (*Bid Opening conducted via Zoom)
 Laurence Schehr
 Pete Hullinger
 Brian Varney
 Andrew Chambliss
 Heather Chomiak

Emily Frontera
 Purchasing Manager