



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM



Date: March 14, 2022

To: Mark F. Miller, City Manager

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

Subject: **Standard Purchasing Resolution 8: Best Value Award – Upgraded Landscape Maintenance**

---

### **History**

The Parks Division is responsible for the maintenance of the City's medians and municipal property, which includes the Civic Center Complex and the medians along the Troy Downtown Development Authority (TDDA). This responsibility includes maintaining the turf through cutting, weed control, and fertilizing along with maintaining the landscape beds through mulching, trimming trees and shrubs, and weeding. Image is a very important consideration when improving the economic status of the corridor, which also is why the city provides a higher level of maintenance to this area when compared to other non-irrigated medians and municipal facilities throughout the City.

Because it has become difficult to predict how local weather patterns may influence the growth of landscape; the City of Troy issued a Request for Proposals for Upgraded Landscape Maintenance to be awarded as a performance-based contract. A performance-based contract ensures the awarded contractor shall be 100% contract compliant by including and imposing financial penalties to the contractor if specific contracted maintenance requirements are not met. Proposals are reviewed and rated on specific factors; such as company expertise and professionalism, achievement awards, certifications, specific types of equipment, pricing and professional references from other comparable municipalities.

The Current contract expired December 31, 2021 and was successfully completed by W.H. Canon Inc. for an annual cost of \$161,450. In July of 2021 W.H. Canon Inc was sold to DJ's Landscape Maintenance and will continue to operate as such.

The Troy Downtown Development Authority is currently going through a process to analyze and inventory the corridor to prepare for a re-landscaping effort. The maintenance contract will be adjusted to accommodate this effort if construction would begin during the contract duration.

### **Purchasing**

On March 3, 2022, a bid opening was conducted as required by City Charter and Code for Upgraded Landscape Maintenance. The bid was posted on the Michigan Inter-governmental Trade Network



500 West Big Beaver  
 Troy, MI 48084  
 troymi.gov

## CITY COUNCIL AGENDA ITEM

### Purchasing (continued)

(MITN) website; [www.bidnetdirect.com/mitn/city-of-troy-mi](http://www.bidnetdirect.com/mitn/city-of-troy-mi). Two hundred and sixty-seven (267) vendors were notified via the MITN website. One (1) bid proposal was received. Below is a detailed summary of potential vendors for both bid opportunities:

<b>Companies notified via MITN</b>	267
Troy Companies notified via MITN	5
Troy Companies - Active email Notification	4
Troy Companies - Active Free	1
<b>Companies that viewed the bid</b>	23
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.

After reviewing the bid proposal, *DJ's Landscape Maintenance of Romulus, MI* is the sole vendor to meet all specifications and is being recommended as the best value award for the City to provide Upgraded Landscaping Maintenance Services at unit pricing as detailed in the attached bid tabulation.

### Financial

Funds are available in the Parks Division Operating Budget. The funds expended for the medians on Big Beaver and other areas associated with the Troy Downtown Development Authority (TDDA) are eligible for reimbursement from the Tax Increment Financing (TIF).

### Recommendation

City management recommends awarding a three (3) year contract with two 1-year renewal options to provide Upgraded Landscape Maintenance to; *DJ's Landscape Maintenance, of Romulus MI*, as per unit bid pricing; for an estimated total cost of \$192,000 in 2022, \$197,125 in 2023, and \$202,225 in 2024; not to exceed budgetary limitations at prices contained in the bid tabulation opened March 3, 2022. The award is contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.

Opening Date: 03/03/2022  
 Date Reviewed: 03/03/2022

CITY OF TROY  
 BID TABULATION  
 UPGRADED LANDSCAPE MAINTENANCE

RFP-COT 22-08  
 Page 1 of 1

VENDOR NAME:	DJ's Landscape Management (formerly WH Canon)
CITY:	Romulus, MI
CHECK AMOUNT:	\$15,000.00
CHECK NUMBER:	75228

**PROPOSAL: UPGRADED LANDSCAPE MAINTENANCE SERVICES**

Proposal A and B includes but is not limited to mowing, application of fertilizers, soil amendments, herbicides, fungicides, algacides, and pesticides, watering, pruning, weeding, deadheading, mulching, replacement plantings (as approved by the City of Troy), loose trash removal, leaf removal, hardscape repair (as approved by the City of Troy), hardscape maintenance/cleaning, spring/fall cleanup.

PROPOSAL A: LANDSCAPE MAINTENANCE SERVICES IN ACCORDANCE WITH THE SPECIFICATIONS	YEAR 2022	YEAR 2023	YEAR 2024
COMPLETE FOR THE SUM OF:	\$185,000.00	\$189,625.00	\$194,225.00
COST PER ACRE (To add or delete acreage during the contract term):	\$125.00	\$130.00	\$135.00
<b>ADDITIONAL SERVICES:</b>	<b>Cost per Acre 2022</b>	<b>Cost per Acre 2023</b>	<b>Cost per Acre 2024</b>
Additional Mowings: Before April 1st or after November 30th	\$6,500.00	\$7,000.00	\$7,800.00
Additional Edging: Before April 1st or after November 30th	\$5,200.00	\$6,000.00	\$6,600.00
Additional Trimming: Before April 1st or after November 30th	\$2,000.00	\$2,500.00	\$3,000.00
PROPOSAL B: LANDSCAPE MAINTENANCE SERVICES IN ACCORDANCE WITH THE SPECIFICATIONS For three (3) gardens: The Peace Garden, Veteran's Memorial Plaza, and the City Hall Atriums.	YEAR 2022	YEAR 2023	YEAR 2024
COMPLETE FOR THE SUM OF:	\$7,000.00	\$7,500.00	\$8,000.00
PROPOSAL C: Hourly Rate for additional Work as Required by the City	YEAR 2022 Per Man Hour	YEAR 2023 Per Man Hour	YEAR 2024 Per Man Hour
HOURLY RATE:	\$40.00	\$45.00	\$50.00
<b>ESTIMATED TOTALS:</b>	<b>\$192,000.00</b>	<b>\$197,125.00</b>	<b>\$202,225.00</b>
<b>ESTIMATED GRAND TOTAL:</b>	<b>\$591,350.00</b>		

REFERENCES:	Y or N	Y
CAN PROVIDE INSURANCE:	Y or N	Y
SITE INSPECTION DONE:	Y or N	Y
PAYMENT TERMS:		30 Days
EXCEPTIONS:		None
ACKNOWLEDGMENT:	Y or N	Y
PROVIDED COMPLETED VENDOR QUESTIONNAIRE:	Y or N	Y
FORMS:	Y or N	Y

Attest:  
 (\*Bid Opening conducted via Zoom)  
 Andrew Chambliss  
 Kurt Bovensiep  
 Dennis Trantham  
 Heather Chomiak

Emily Frontera  
 Purchasing Manager