



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



March 21, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Lisa Burnham, Controller
Emily Frontera, Purchasing Manager
Cindy Stewart, Community Affairs Director

Subject: Standard Purchasing Resolution 2: Award to Low Bidders meeting Specifications – Mowing and Yard Assistance Services

History

- The City of Troy receives Community Development Block Grant funding each year and 15% of the total funding can be allocated for Public Services.
- The City of Troy utilizes our Public Services allocation for the Yard Assistance program. Low income qualified senior citizens and persons with permanent disabilities are eligible for the City’s Yard Assistance Program which offers lawn and yard services in the spring, summer and fall seasons and Snow Removal in the winter.
- The yard services include lawn mowing plus spring and fall clean-up of the homeowners’ yards. Currently the City has approximately seventy-five (75) qualified recipients signed up for the Home Chore Program.
- The current contract expired December 31, 2021.

Purchasing

- On March 3, 2022; a bid opening was conducted as required by City Charter/Code and bids were received at the City’s request from firms interested in providing seasonal requirements of lawn and yard services for Troy residents using the Yard Assistance Program with an option to renew for one (1) additional season.
- Companies were notified via the Michigan Intergovernmental Trade Network (MITN); www.bidnetdirect.com/city-of-troy-mi. Two hundred seventy-one (271) vendors were notified via the MITN website. Three (3) bid responses were received. Below is a detailed summary of the vendor responses.

Companies notified via MITN	271
Troy Companies notified via MITN	5
Troy Companies notified - Active email Notification	4
Troy Companies notified - Active non-paying	1
Companies that viewed the bid	13
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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Purchasing (continued)

- Bid responses were reviewed and considered based upon pricing as well as a combination of factors including professional experience providing lawn service for Yard Assistance Programs, minimum 5 years CDBG experience, equipment fleet and references.
- The contract warrants making an award to a primary and secondary contractor in the event the primary contractor is unable to perform services as specified. The secondary vendor will be called upon to fulfill the terms of the contract if necessary.
- A low total award for Proposals A and B is being recommended

Financial

Funds for lawn and yard services for the Yard Assistance Program are available initially through the Public Works operating budget, then reimbursed by Oakland County through the Community Development Block Grant Program (CDBG).

Recommendation

City management recommends City Council award contracts for seasonal requirements of lawn and yard services for Troy residents using the Home Chore Program with an option to renew for one (1) additional season to the low total bidders, *Zimmerman Lawn & Snow of Roseville, MI* as the primary contractor, and *Brantley Development, LLC of Inkster, MI*, as secondary contractor at unit prices contained in the bid tabulation opened March 3, 2022; contract to expire December 31, 2023.

Vendor Name:	Zimmerman Lawn & Snow	Brantley Development LLC	ANR Property Mgmt.
City:	Roseville, MI	Inkster, MI	Utica, MI
Check Amount:	\$1,500.00	\$1,500.00	\$1,500.00
Check Number:	2397390	353102	9415215988

PROPOSAL: FURNISH SEASONAL REQUIREMENTS OF LAWN AND YARD SERVICES FOR THE YARD ASSISTANCE PROGRAM

PROPOSAL A: Lawn Care Services for the Yard Assistance Program

Est. No.	Description	Price for Lawn Care Service per Each Service Call	Price for Lawn Care Service per Each Service Call	Price for Lawn Care Service per Each Service Call
72 Lots	Lawn-care service at a residential City of Troy home, up to one acre.	\$27.00	\$34.75	\$45.00
25 Lots	Lawn-care service at residential City of Troy home, one acre to two acres.	\$35.00	\$42.25	\$135.00
PROPOSAL A ESTIMATED TOTAL (26 Weeks):		\$73,294.00	\$92,514.50	\$171,990.00

PROPOSAL B: Yard Clean up for the Yard Assistance Program

Est. No.	Description	Price for Yard Clean-up per Each Service Call	Price for Yard Clean-up per Each Service Call	Price for Yard Clean-up per Each Service Call
72 Lots	Yard clean-up at a residential City of Troy home, up to one acre.	\$54.00	\$65.00	\$250.00
25 Lots	Yard clean-up at residential City of Troy home, one acre to two acres.	\$75.00	\$85.00	\$350.00
PROPOSAL B ESTIMATED TOTAL (2 Weeks):		\$11,526.00	\$13,610.00	\$53,500.00

GRAND TOTAL BOTH SERVICES (Estimated):		\$84,820.00	\$106,124.50	\$225,490.00
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REFERENCES:	Y or N	Y	Y	Y
CONTACT INFORMATION:	Daytime #	586-484-1721	810-610-0427	586-524-9911
	24 Hour #	586-484-1721	810-610-0427	586-484-1721
	Contact Name	John Purdue	Stanley Brantley	Alex Casinelli
	Hrs. of Operation	7am - 7pm	7am - 7pm	7:30am - 5:00pm
INSURANCE MET:	Y or N	Y	Y	Y
PAYMENT TERMS:		Net 10 days	Not Specified	Net 30
EXCEPTIONS:		None	None	None
ALL OR NONE AWARD:	Y or N	Y	N	N
ACKNOWLEDGEMENTS:	Y or N	N	Y	Y
VENDOR QUESTIONNAIRE:	Y or N	Y	Y	Y
EXPERIENCE:				
Years of experience doing this type of work:		Over 35 Years	15 Years	12 Years
Years of experience doing CDBG work:		Over 20 Years	10 Years	Since 2008
Mowing equipment owned by Firm provided:	Y or N	Y	Y	Y
FORMS:	Y or N	Y	Y	Y

Low Total Bidder

ATTEST:

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

Andrew Chambliss
 Heather Chomiak
 Cindy Stewart

Emily Frontera
 Purchasing Manager