



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

Date: September 19, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
Dee Ann Irby, 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

### 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 Road 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 November 15<sup>th</sup> 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.
- There are approximately 175 spruce trees on the Big Beaver median scheduled for holiday lights.

### Purchasing

- On September 1, 2022 a bid opening was conducted as required by the City Charter/Code for one (1) year requirements for the Installation of Holiday Lights with two (2) 1-year renewals.
- The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi).
- Two Hundred and seventy-nine (279) vendors were notified via the MITN website. Five (5) bids were received which four (4) did not meet specifications regarding bid surety requirements. The summary of the vendor responses is detailed below.

Companies notified via MITN	279
Troy Companies notified via MITN	7
Troy Companies - Active email Notification	6
Troy Companies - Active Free	1
Companies that viewed the bid	7
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)**

- *Landscape Services, Inc. of Clinton Twp., MI* is the low bidder meeting specifications and is being recommended for award.
- *Landscape Services, Inc* has successfully provided holiday tree lighting services for the City of Troy and meets all requirements.

### **Financial**

Funds are available in the General Fund under the Parks Street Island Maintenance (DDA) operating account number 101.751.30.783.780.070 and various operating accounts for lighting on additional trees on municipal property as requested.

### **Recommendation**

City Management recommends awarding a one (1) year contract with two (2) 1-year renewal options for Proposal A: Installation and Removal of Holiday Lights on approximately 175 Spruce Trees in the Big Beaver Median, 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 cost of \$29,925 for Proposal A and for Proposals B, C, D, and E, at unit prices contained in the bid tabulation opened September 1, 2022; not to exceed budgetary limitations; contract to expire April 30, 2025.

VENDOR NAME:	Shamo Landscaping & Services Inc.	Decima LLC	Landscape Services, Inc.
CITY:	Sterling Hgts., MI	Detroit, MI	Clinton Township, MI
CHECK #:			1666017
CHECK AMOUNT:	NOT PROVIDED	NOT PROVIDED	\$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	UNIT PRICE	TOTAL
PROPOSAL A:						
Installation and Removal of Holiday Lights on approximately 175 Spruce trees in the Big Beaver Median.		\$29,450.00		\$30,100.00		\$29,925.00
PROPOSAL B:						
Installation and Removal of Holiday Lights per tree on additional trees on municipal property.	\$249.00		\$280.00		\$260.00	
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	\$13.75	\$34,375.00	\$14.05	\$35,125.00
PROPOSAL D:						
6' Plug Adapter Cable Rectifier W/Green Wire approximately 140.	\$9.60	\$1,344.00	\$10.50	\$1,470.00	\$11.06	\$1,548.40
PROPOSAL E:						
24' green extension approximately 14.	\$7.00	\$98.00	\$7.99	\$111.86	\$7.78	\$108.92
TOTALS:	\$62,767.00		\$66,056.86		\$66,707.32	

Hours of Operation:	8AM - 6PM	7AM - 5PM	7AM - 6PM
24 Hour Phone No.:	586-822-2181	260-243-0591	586-216-2230
Contact Person:	Salam Shamo	Alex Baloch	Bret Steiner
Phone:	586-822-2181	260-243-0591	586-216-2230
Site Inspection Date:	Y	Y	Y
Meet Delivery/Installation Schedule: Y or N	Y	Y	Y
Days after notice work shall commence:	15 days	7 days	15 days
References: Y or N	Y	Y	Y
Can Meet Insurance: Y or N	Will obtain coverage of \$500,000 upon acceptance of bid	Y	Y
Payment Terms: Y or N	Net 30 days after completion	1% 10Net30	Net 30
Warranty: Y or N	None	As per manufacturer	None
Exceptions:	Insurance currently at \$500,000, will raise to \$1,000,000 upon acceptance. Check to be sent within 48 hours of acceptance of bid.	NONE	NONE
Acknowledgement: Y or N	Y	Y	Y
Forms: Y or N	Y	Y	Y

ATTEST:  
(\*Bid Opening conducted via a Zoom Meeting)  
Brian Varney  
Heather Chomiak

Low bidder meeting specifications

Emily Frontera  
Purchasing Manager

Opening Date: 09/01/2022  
Date Reviewed: 09/01/2022

CITY OF TROY  
BID TABULATION  
HOLIDAY LIGHTS

VENDOR NAME:	Santa's Light Crew	Zoros Christmas Lights, LLC
CITY:	Howell, MI	Livonia, MI
CHECK #:	NOT PROVIDED	NOT PROVIDED
CHECK AMOUNT:		

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 175 Spruce trees in the Big Beaver Median.		\$43,750.00		\$87,500.00
PROPOSAL B:				
Installation and Removal of Holiday Lights per tree on additional trees on municipal property.	\$300.00		\$500.00	
PROPOSAL C:				
Commercial-Grade, 5MM Wide Angle L.E.D.S 50 LED Warm White W/Green Cord, 6" Spacing, 25' approximately 2,500.	\$13.50	\$33,750.00	\$10.95	\$27,375.00
PROPOSAL D:				
6' Plug Adapter Cable Rectifier W/Green Wire approximately 140.	\$11.00	\$1,540.00	\$4.00	\$560.00
PROPOSAL E:				
24' green extension approximately 14.	\$7.50	\$105.00	\$20.00	\$280.00
TOTALS:	\$79,145.00		\$115,715.00	

Hours of Operation:	8AM - 6PM	8AM - 10PM
24 Hour Phone No.:	517-861-1563	Not Specified
Contact Person:	David Vance	Martin Zoro
Phone:	517-861-1563	248-408-6393
Site Inspection Date:	Y	Y
Meet Delivery/Installation Schedule: Y or N	Y	Y
Days after notice work shall commence:	within 14 days	20 days
References: Y or N	Y	Y
Can Meet Insurance: Y or N	Y	Y
Payment Terms: Y or N	Net 30	30
Warranty: Y or N	Not Specified	Not Specified
Exceptions:	NONE	NONE
Acknowledgement: Y or N	Y	Y
Forms: Y or N	Y	Missing Proposer's Sworn and Notarized Familial Disclosure