



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: March 6, 2023

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
 Rob Maleszyk, Chief Financial Officer
 Dee Ann Irby, Controller
 Kurt Bovensiep, Public Works Director
 Brian Varney, Fleet Operations Manager
 Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2 – Award to Low Bidder Meeting Specifications – Cargo Trailer

History

- One (1) trailer will be used by the City Clerk’s Office to haul and store voting equipment.
- This purchase will increase the size of the existing Department of Public Works motor pool fleet by one (1) piece of equipment.

Purchasing

- March 2, 2023 a bid opening was conducted as required by the City Charter/Code for the purchase of one (1) American Hauler Trailer.
- The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com//city-of-troy-mi.
- Two Hundred and thirty-seven (237) vendors were notified via the MITN website. Three (3) bid responses were received. Below is a detail summary of potential vendors:

Companies notified via MITN	237
Troy Companies notified via MITN	5
Troy Companies - Active email Notification	5
Troy Companies - Active Free	0
Companies that viewed the bid	27
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.

- The bid responses were reviewed and *American Trailer Mart of Waterford, MI* is the low bidder meeting all specifications and is being recommended for award.

Financial

- Funds are budgeted and available in the Public Works Capital Fund under project number 2023C0123 for the 2023 fiscal year.
- Expenditures of \$10,960.00 will be charged to account number 661.549.565.7975.900.



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Recommendation

City Management recommends awarding a contract for the purchase of one (1) American Hauler Trailer as specified, to the low bidder, *American Trailer Mart of Waterford, MI* for an estimated total cost of \$10,960.00 as detailed in the bid tabulation opened March 2, 2023; not to exceed budgetary limitations.



VENDOR NAME:	American Trailer Mart	Pheonix Contracting	Monmouth Solutions, Inc.
CITY:	Waterford, MI	Ruskin, FL	Lowell, MA

PROPOSAL: TO FURNISH ONE (1) TRAILER FOR THE CITY OF TROY DEPARTMENT OF PUBLIC WORKS

QTY	BRAND	DESCRIPTION	PRICE	PRICE	PRICE
1	American Hauler Trailer	Model: NH8524TA3, Spring Axles, Rear Doors Ramp Option, 36" Side Door. Tandem Trailer Color: Single/ Front Color: White	\$10,960.00	\$13,350.00	\$16,499.00

Contract Information:

Hours of Operation:	9-5 M-F 9-2 Sa	24/7	9AM - 9PM ET
24 Hr. Phone Number:	248-738-1600	813-895-1216	978-427-4755
Contact Person:	Roz Gore	Asad Yusupol	Anthony Farelli
Phone No.:	248-738-1600 X107	813-895-1216	978-382-7099
Manufacturer Warranty:	See attached for details	Attached - Standard 12 mo/5 year	See Attached Warranty
Dealer Warranty:	N/A	Not Specified	
Lead Time (Trailer Model # NH8524TA3:	6-8 week build time	30 days ARO	60 days ARO
Can Meet Delivery Schedule:	Y	Y	Y
References:	Y or N	Y	Y
Payment Terms:	Net 30	Net 30	Net 30
Exceptions:	None	None	Refer to Proposal Please
Acknowledgement:	Y or N	Y	Y
Forms:	Y or N	Y	Y

Low bid meeting specifications

Attest:
 (*Bid Opening conducted via a Zoom Meeting)
 Brian Varney
 Beth Zaccardelli
 Andrew Chambliss

Emily Frontera
 Purchasing Department