

CITY COUNCIL MINUTES

May 10, 2021

Standard Purchasing Resolution 2: Low Bidders Meeting Specifications - Snow Removal Services

Resolution #2021-05-079-J-4a

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide seasonal requirements of Snow Removal Services with an option to renew for two (2) additional seasons to *Xpert Lawn and Snow, of Warren, MI*, for Proposal (C) and to *Brantley Development, LLC, of Inkster, MI* for Proposal (D) at prices detailed and contained in the attached bid tabulation opened on April 1, 2021, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractors' submission of properly executed contract documents, including insurance certificates and all other specified requirements.

PURCHASE/SERVICE CONTRACT

PAGE: 1 of 1

Ship To

City of Troy
Planning
500 W BIG BEAVER RD
TROY, MI 48084

Bill To

City of Troy
Planning
500 W BIG BEAVER RD
TROY, MI 48084

No: 2021-90000027
Date: 06/10/2021

FOB DESTINATION

Entered By: Kristine Kallek

Vendor

VENDOR NO. 171231
XPERT LAWN AND SNOW, INC.
21083 MOUND RD.

WARREN, MI 48091

CONTRACT DESCRIPTION

Commence Date	Expiration Date	Renewal	Resolution #	Contract #	Amount
05/01/2021	05/01/2022	2 Times Annually	2021-05-079-J-4a	2021-90000027	0.00

Snow Removal Services

Contract to furnish Seasonal Requirements of Snow Removal Services for the City of Troy Code Enforcement with an option to renew for two (2) additional seasons, in accordance with the bid specifications of ITB-COT 21-20 at the hourly rates as contained in the bid tabulation opened April 1, 2021, a copy of which is attached to this contract document.

Hourly rates for equipment shall include ALL related costs such as fuel, insurance, operators, travel time, expenses, salt spreading etc. The City will pay straight rates only. Any premium overtime, Sundays or Holidays are the responsibility of the contractor. The contractor will be paid for only the services rendered as specified at the prices stated above.

NOTE: The City reserves the right add or delete locations as deemed necessary at the City's option.

City Representative: Paul Evans
Zoning and Compliance Specialist
248 524 3359

Payment Terms: Net30days.

Approved by City Council on May 10, 2021.
CC Resolution #2021-05-079-J-4a

Certificate of Insurance and Endorsement shall be on file for duration of contract.

TERMS & CONDITIONS

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
 2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
 3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
 4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.
- NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.


Emily Forriera
Purchasing Manager

PURCHASE/SERVICE CONTRACT

PAGE: 1 of 1

Ship ToCity of Troy
Community Affairs
500 W BIG BEAVER RD
TROY, MI 48084**Bill To**City of Troy
Community Affairs
500 W BIG BEAVER RD
TROY, MI 48084**No:** 2021-90000026
Date: 06/10/2021**FOB DESTINATION****Entered By:** Kristine Kallek**Vendor****VENDOR NO.** 162467
BRANTLEY DEVELOPMENT, LLC
30235 MARSHALL CT.
WESTLAND, MI 48186**CONTRACT DESCRIPTION**

Commence Date	Expiration Date	Renewal	Resolution #	Contract #	Amount
05/01/2021	05/01/2022	2 Times Annually	2021-05-079-J-4a	2021-90000026	0.00

Snow Removal Services

Contract to furnish Seasonal Requirements of Snow Removal Services for the City of Troy Yard Assistance Program with an option to renew for two (2) additional seasons, in accordance with the bid specifications of ITB-COT 21-20 at the hourly rates as contained in the bid tabulation opened April 1, 2021, a copy of which is attached to this contract document.

Hourly rates for equipment shall include ALL related costs such as fuel, insurance, operators, travel time, expenses, salt spreading etc. The City will pay straight rates only. Any premium overtime, Sundays or Holidays are the responsibility of the contractor. The contractor will be paid for only the services rendered as specified at the prices stated above.

NOTE: The City reserves the right add or delete locations as deemed necessary at the City's option.

City Representative: Cindy Stewart
Community Affairs Director
248 524 1147

Payment Terms: Net30days.

Approved by City Council on May 10,2021 . CC Resolution #2021-05-079-J-4a

Certificate of Insurance and Endorsement shall be on file for duration of contract.

TERMS & CONDITIONS

1. Purchases of Municipalities are exempt from State Sales and Federal Excise Taxes.
 2. Prior to acceptance, vendor agrees to provide City with information under the Right-to-Know Law, P.A. 1986, No. 80, and fully comply with all terms and conditions of the Michigan Occupational Safety and Health Act, MCL 408.1001, et seq. including vendor shall provide City with an "MSDS". Vendor also agrees to be responsible for all required labeling.
 3. In cases of emergency/disaster, the City can purchase up to six(6) times the order amount for a period of six(6) months at the price contained in the contract.
 4. Purchase Orders are signed electronically based upon computer generated "on-line" authorized approvals. Authentic signatures are on file in the City of Troy Purchasing Department.
- NOTICE: The City could put the vendor on notice that vendors will be held financially responsible for any claims or awards made against the City as a result of the vendor's action. If the City has to defend the initial lawsuit, the City will bring in the vendor as a co-defendant or sue the vendor, either as the result of settling a claim or the conclusion of the lawsuit.

I HEREBY CERTIFY THAT THIS ORDER IS PROPERLY AUTHORIZED AND APPROVED.


Emily Forrtera
Purchasing Manager

BID TABULATION
SNOW REMOVAL SVCS.
CITY OF TROY

VENDOR NAME:	Premier Group Associates, LC	Xpert Lawn and Snow
CITY:	Detroit, MI	Warren, MI

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour	# Dedicated	Cost per Hour
Parking Lots:						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	3	\$125.50	1	\$150.00
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour	1	\$260.00	No bid	
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour	1	\$200.00	1	\$200.00
4	Skid Steer with Snow Pusher	Hour	1	\$160.00	1	\$125.00
5	Pickup with 8 ft. Blade	Hour	2	\$125.00	20	\$125.00
6	Truck with 10 ft. Snowplow	Hour	1	\$200.00	No bid	
7	Parking Lot Salt	Ton	1	\$150.00	Unlimited	\$85.00
Sidewalks:						
8	Utility Vehicle with 5' Snow Plow	Hour	2	\$180.00	2	\$110.00
9	Utility Vehicle with Salt Spreader	Hour	2	\$170.00	2	\$110.00
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour	1	\$200.00	2	\$110.00
11	Utility Tractor Mounted Snow Blower	Hour	No bid		1	\$100.00
12	Walk-Behind Snow Blower	Hour	5	\$85.00	20	\$50.00
13	Snow Shovel and Operator	Hour	10	\$65.00	20	\$35.00
14	Walk-Behind Salt Spreader with Operator	Hour	4	\$70.00	20	\$35.00
15	Sidewalk Snow and Ice Melter	50lb Bag		\$25.00	Unlimited	\$25.00
ESTIMATED GRAND TOTAL - PROPOSAL A:				\$2,015.50		\$1,260.00

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$3.00		\$0.10	
2	Two (2) inches to Six (6) inches	LF.	\$2.50	\$2.00	\$0.10	\$0.10
3	Greater than Six (6) inches	LF.	\$2.50	\$3.75	\$0.10	\$0.15
ESTIMATED GRAND TOTAL - PROPOSAL B:			\$8.00	\$5.75	\$0.30	\$0.25

Proposal (C): Code Enforcement per Call Basis

Item	Description	Unit	Cost	Cost
1	Dispatch Fee	Per Property	\$25.00	\$5.00
2	Price for Snow / Ice Removal	Hour	\$135.00	\$35.00
3	Price for Salting	LF.	\$3.00	\$0.15

Proposal (D): Snow Removal Services for the Home Chore Program

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		No Bid		\$45.00	\$15.00

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment
Front End Loader: Minimum Size 3 Yards				
5 Yd Capacity	1	\$260.00	No bid	
3 Yd Capacity	1	\$200.00	1	\$200.00
Other Size:	No Bid		No bid	
Other Size:				
Pick up with minimum 8 ft Blade (to assist loaders only)				
Pick up with minimum 8 ft Blade	2	\$125.00	20	\$125.00
Road Grader with Minimum Size of 6 Wheels				
20,000 GVW Grader	1	\$450.00	No bid	
Other Size:	No Bid			
Truck with 10 ft Snowplow				
Truck with 10 ft Snowplow	1	\$200.00		

SITE VISITS:		N	3/24/2021
INSURANCE MET:	Y/N	Y	Y
PAYMENT TERMS:		Net 30	Net 30
EXCEPTIONS:	Y/N	N	N
ACKNOWLEDGEMENT:	Y/N	Y	Y
VENDOR QUESTIONNAIRE:	Y/N	Y	Y
FORMS:	Y/N	Y	Y

Opening Date: 04/01/2021
Reviewed Date: 04/01/2021

BID TABULATION
SNOW REMOVAL SVCS.
CITY OF TROY

ITB-COT 21-20
Page 2 of 2

VENDOR NAME: Brantley Development
CITY: Inkster, MI

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour		
Parking Lots:						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	No Bid			
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour				
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour				
4	Skid Steer with Snow Pusher	Hour				
5	Pickup with 8 ft. Blade	Hour				
6	Truck with 10 ft. Snowplow	Hour				
7	Parking Lot Salt	Ton				
Sidewalks:						
8	Utility Vehicle with 5' Snow Plow	Hour				
9	Utility Vehicle with Salt Spreader	Hour				
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour				
11	Utility Tractor Mounted Snow Blower	Hour				
12	Walk-Behind Snow Blower	Hour				
13	Snow Shovel and Operator	Hour				
14	Walk-Behind Salt Spreader with Operator	Hour				
15	Sidewalk Snow and Ice Melter	50lb Bag				
ESTIMATED GRAND TOTAL - PROPOSAL A:						

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$0.08	
2	Two (2) inches to Six (6) inches	LF.	\$0.08	\$0.18
3	Greater than Six (6) inches	LF.	\$0.08	\$0.21
ESTIMATED GRAND TOTAL - PROPOSAL B:			\$0.24	\$0.39

Proposal (C): Code Enforcement per Call Basis

Item	Description	Unit	Cost
1	Dispatch Fee	Per Property	\$5.00
2	Price for Snow / Ice Removal	Hour	\$55.00
3	Price for Salting	LF.	\$0.30

Proposal (D): Snow Removal Services for the Home Chore Program

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		\$25.00	\$5.00

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Eqt	H/R Per Single of Equipment
Front End Loader: Minimum Size 3 Yards	No Bid	
5 Yd Capacity		
3 Yd Capacity		
Other Size:		
Other Size:		
Pick up with minimum 8 ft Blade (to assist loaders only)		
Pick up with minimum 8 ft Blade		
Road Grader with Minimum Size of 6 Wheels		
20,000 GVW Grader		
Other Size:		
Truck with 10 ft Snowplow		
Truck with 10 ft Snowplow		

SITE VISITS:

INSURANCE MET:

Y/N

PAYMENT TERMS:

EXCEPTIONS:

Y/N

ACKNOWLEDGEMENT:

Y/N

VENDOR QUESTIONNAIRE:

Y/N

FORMS:

Y/N

Current Contractor

Y

2% 10 Days

N

Y

Y

Y

ATTEST:

Cindy Stewart

Cheryl Stewart

Scott Carruthers

Low Bidder Meeting Specifications

Emily Frontera

Purchasing Manager



**CITY OF TROY
BID PROPOSAL**

ITB-COT 21-20
Page 1 of 7

The undersigned proposes to furnish **SEASONAL REQUIREMENTS OF SNOW REMOVAL SERVICES FOR THE CITY OF TROY YARD ASSISTANCE PROGRAM, LOCAL ROADS, PARKING LOTS, AND SIDEWALKS WITH AN OPTION TO RENEW FOR TWO (2) ADDITIONAL SEASONS** in accordance with the specifications, which are to be considered an integral part of this proposal, at the following prices:

COMPANY NAME: BRANTLEY Development

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Snow and ice removal from the parking lots, building entrances, and sidewalks for six (6) Troy Fire Stations, the Police and Fire Training Center, the Troy Historical Museum, Camp Ticonderoga, the Lloyd A. Stage Nature Center, the Troy Transit Center, the Troy City Hall Complex, and the Troy Community Center complex in accordance with the attached specifications.

ITEM #	TYPE OF EQUIPMENT	NUMBER DEDICATED TO TROY	COST *(Hourly rates all inclusive)
Parking Lots:			
1	5-10 yd Capacity Truck with Salting Capabilities		\$ /Hour
2	Front End Loader - 5 yd Capacity with Snow Pusher		\$ /Hour
3	Front End Loader - 3 yd Capacity with Snow Pusher		\$ /Hour
4	Skid Steer with Snow Pusher		\$ /Hour
5	Pickup with 8 ft Blade		\$ /Hour
6	Truck with 10 ft Snowplow		\$ /Hour
7	Parking Lot Salt		\$ /Ton
Sidewalks:			
8	Utility Vehicle with 5' Snow Plow		\$ /Hour
9	Utility Vehicle with Salt Spreader		\$ /Hour
10	Utility Vehicle with 5' Snow Plow and Salt Spreader		\$ /Hour
11	Utility Tractor Mounted Snow Blower		\$ /Hour
12	Walk-Behind Snow Blower		\$ /Hour
13	Snow Shovel and Operator		\$ /Hour
14	Walk-Behind Salt Spreader with Operator		\$ /Hour
15	Sidewalk Snow and Ice Melter		\$ /50lb Bag
ESTIMATED GRAND TOTAL – PROPOSAL A:			\$

***RATES:**

Hourly rate for equipment shall include all related costs such as fuel, insurance, operators, travel time, expenses, salt spreading, etc. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). **Hourly rate applies to actual hours of operation.**

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified at the prices stated above.

NOTE: The City of Troy reserves the right to add or delete locations as deemed necessary at the City's option.

PROPOSAL (B): City owned properties – Sidewalks (Various locations within the City of Troy)

Snow and ice removal from City owned sidewalks located throughout Troy. These areas include sidewalks at retention/detention ponds, parks, intersections, and municipal property in accordance with the attached specifications. Total estimated linear feet: 70,274 LF.

ITEM #	DESCRIPTION	SIDEWALKS – DEICING	SIDEWALKS – PLOWING
1.	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	\$.08 /LF.	
2.	Two (2) inches to Six (6) inches	\$.08 /LF.	\$.18 /LF.
3.	Greater than Six (6) inches	\$.08 /LF.	\$.21 /LF.
EST. GRAND TOTAL – PROPOSAL B:		\$	\$

SNOW REMOVAL SERVICES (Cost to include all related expenses such as operators, equipment, insurance, fuel, travel time, etc.)

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified, at the prices quoted above.

NOTE: The City of Troy reserves the right to add or delete locations as deemed necessary at the City's option.

PROPOSAL (C): Code Enforcement per call Basis

Snow and ice removal services for code enforcement activities to be provided for sidewalks on an as needed basis in accordance with the attached specifications.

ITEM #	DESCRIPTION	COST
1.	Dispatch Fee	\$ 5.00 /Per Property
2.	Price for Snow/Ice Removal	\$ 55.00 /Hour
3.	Price for Salting	\$.30 /LF.

***RATES:**

Hourly rate shall include all related costs such as fuel, equipment, insurance, operators, travel time, and related expenses, etc. The cost per call out shall include de-icing materials and application. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). **Hourly rate applies to actual hours of operation.**

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified, at the prices quoted above.

COMPANY NAME Brantley Development

PROPOSAL (D): Snow Removal Services for the Yard Assistance Program

Snow removal services to be provided to income qualified Troy senior citizens and persons with severe disabilities on an as needed basis in accordance with the attached specifications.

Estimated Number	Description	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
90	Snow removal and / or salting at residential City of Troy homes.	\$ 25.00	\$ 5.00

SNOW REMOVAL SERVICES (Cost to include all related expenses such as operators, equipment, insurance, fuel, travel time, etc.)

ESTIMATED QUANTITIES:

Estimated numbers stated are approximate and not guaranteed. The numbers will be used for award purposes only. It is assumed that the amount of services required for the season will be dependent upon the severity of the winter season.

For award purposes, it will be estimated that there will be Six (6) call-outs per year even though the number is weather dependent and may be more or less.

PROPOSAL (E): Snow Removal Services – Local Roads Emergency Basis

Snow removal services on an emergency basis in accordance with the attached specifications.

The contractor(s) with the lowest rates for each item will set the rate for all contractors under this proposal E. The other contractors may accept or decline the rates established. The City of Troy reserves the right to establish a contract with as many of the bidders who are willing to accept established rates. The established rates shall remain firm for the entire contract period.

TYPE OF EQUIPMENT	NUMBER OF AVAILABLE PIECES OF EQUIPMENT	HOURLY RATE PER SINGLE PIECE OF EQUIPMENT
Front End Loader: Minimum Size 3 Yards		
5 yd Capacity		\$
3 yd Capacity		\$
Other Size:		\$
Other Size:		\$
Pick up with Minimum 8 ft Blade (to assist loaders only)		
Pickup with 8 ft Blade		\$
Road Grader with Minimum Size of 6 Wheels		
20,000 GVW Grader		\$
Other Size:		\$
Truck with 10 ft Snowplow		
Truck with 10 ft Snowplow		\$

RATES:

Hourly rate for equipment shall include all related costs such as fuel, insurance, operators, travel time, and related expenses, etc. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). **Hourly rate applies to actual hours of operation.**

ADDITIONAL INFORMATION:

For additional general information or questions about *Proposals A, B and E*, please contact **Scott Carruthers, Operations Manager Streets and Drains** at 248-524-3501; for *Proposal C*, please contact **Paul Evans, Zoning & Compliance Specialist**, (248) 524-3359; and for *Proposal D*, please contact **Cindy Stewart, Community Affairs Director** at (248) 524-1147 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.

COMPANY NAME

Brantley Development

DOWNPAYMENTS OR PREPAYMENTS:

Any bid proposal submitted which requires a down payment or prepayment of any kind prior to work completion and full acceptance, as being in conformance with specifications will not be considered for award.

PAYMENT TERMS:

The City of Troy will verify that all work was completed satisfactorily before any invoice will be paid.

LOCAL PREFERENCE:

The City of Troy reserves the right to award a contract to a local business, one who pays City of Troy taxes (real and/or personal), if the bid of the local vendor is within 5% of the lowest responsive and responsible non-local bid, the local vendor is given one chance to match the low bid.

AWARD:

It is the intent of the City to award a contract to one (1) Primary Contractor and one (1) Secondary Contractor for Snow Removal Services for Proposals A, B, C, and D. In the event the Primary Contractor is unable to provide the services as needed, the Secondary contractor will be contacted. For Proposal E, the City of Troy reserves the right to award to various contractors who agree to accept the lowest rate for each item; and each item will be considered a separate award unless deemed in the City of Troy's best interest to combine items. The award and evaluation of this bid shall be a combination of factors, including but not limited to: cost, references, inspection of the firm's entire plowing and support equipment and the correlation of the proposal submitted to the needs of the City of Troy.

The City of Troy reserves the right to reject low bids which have major deviations from specifications; to accept a higher bid, which has only minor deviations from specifications; to award the bid in whatever manner is deemed to be in the best interests of the City of Troy.

PURCHASE ORDER:

After approval of the successful bidder(s) by the Troy City Council, a purchase order issued from the City of Troy will create a bilateral contract between the parties and commit the successful bidder(s) to perform the contract in accordance with specifications. The purchase order shall be released once acceptable insurance is received.

SUBCONTRACTORS:

The undersigned agrees to submit a list of proposed subcontractors, if applicable, for approval by the designated City representative within 72 hours after notification of being the low qualified bidder. It will be understood that this may occur prior to bid award, but the bidder's status will not be final until approved by the Troy City Council.

CONTRACT FORMS:

Bidders should complete and sign the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment, the Certification regarding "Iran Linked Business" and the Familial Disclosure Forms and return with your bid proposal. Due to COVID-19 restrictions the City is waiving Notary requirements; but note that all forms must be signed and dated.

SITE VISIT:

Bidders are invited to examine the sites to determine the amount of work to be done in accordance with specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any errors or omissions in his/her bid proposal.

- () Our company visited Proposal A locations on _____
- () Our company visited Proposal B locations on _____
- () Our company did not visit the sites.

COMPANY NAME

Beantley Development

EQUIPMENT INSPECTION:

The City reserves the right to make a site visit to inspect the equipment and reject the bid if the equipment is deemed unfit due to age, condition, or quantity. Please provide the manufacturer, year and model of the equipment to be used for this contract under the Vendor Questionnaire.

TERMINATION FOR CONVENIENCE:

The City may cancel the contract for its convenience, in whole or in part, by giving the contractor written notice 30 days prior to the date of cancellation. If the City chooses to cancel this contract in part, the charges payable under this contract shall be equitably adjusted to reflect those services that are cancelled.

Insurance requirements shall be in accordance with the attached **SAMPLE INSURANCE CERTIFICATE** and **ENDORSEMENT**. The required Insurance Certificate and Endorsement must be submitted to the city within 5 days of the verbal/ electronic request after the bid award. The Insurance Certificate and Endorsement may be faxed to the Purchasing Office at (248) 619-7608, and is the only bid document accepted in this format.

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to business in the State of Michigan and acceptable to the City of Troy. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insured retentions (SIR's) are the responsibility of the Contractor.

- ☒ We can meet the specified insurance requirements.
- ☐ We cannot meet the specified insurance requirements.
- ☐ We do not carry the specified limits but can obtain the additional insurance coverage of \$ _____, at the cost of \$ _____.
NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.
- ☐ Our proposal is reduced by \$ _____ if we lower the requirement to \$ _____.
NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

IMPORTANT: A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements SHALL be attached to the proposal document at the time of submission of the proposal to the Office of the City Clerk.

NOTE: Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Troy specifications may result in this proposal being completed incorrectly.

OTHER: Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Troy.

INSURANCE VERIFICATION:

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

WORKERS' COMPENSATION INSURANCE, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

COMPANY NAME Brantley Development

COMMERCIAL GENERAL LIABILITY INSURANCE on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

AUTOMOBILE LIABILITY, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

ADDITIONAL INSURED:

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be ***Additional Insureds***: The City of Troy including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of Troy as additional insured, coverage afforded is considered to be primary and any other insurance the City of Troy may have in effect shall be considered secondary and/or excess.

CANCELLATION NOTICE:

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Troy
Purchasing Manager
500 West Big Beaver
Troy, MI 48084

PROOF OF INSURANCE COVERAGE:

The Contractor shall provide the City of Troy, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Troy at least ten (10) days prior to the expiration date.

LETTER VERIFICATION:

The recommended bidder will be notified to submit a letter from the *insurance agent or carrier* that the insurance to be supplied will meet specifications. As an alternative, the recommended bidder may submit the certificate of insurance meeting specifications at this time at his/her option. ***The City must receive this letter or certificate within 5 business days after verbal / electronic notification has been delivered to the recommended bidder or the bidder will be considered non-responsive and the bid un-awardable.*** This process will occur before presentation of the award recommendation to the Troy City Council.

FINAL INSURANCE CERTIFICATE SUBMISSION:

After approval by Troy City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) business additional days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Troy reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

COMPANY NAME

Brantley Development

SIGNATURE PAGE

PRICES:

Prices quoted shall remain firm for sixty (60) days or bid award whichever comes first, except the successful bidder(s) whose prices shall remain firm from date of award through April 30, 2021.

The contract contains one option to renew for two (2) additional seasons, if within 90 days of contract termination both parties agree to the renewal under the same, prices, terms, and conditions. The renewal is subject to a favorable market survey and City Council approval. A request by City staff to determine a successful bidder's interest in renewing a contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE

Stanley Brantley

TAX ID: 36-4157904

COMPANY Brantley Development LLC

ADDRESS 2648 Brayton CITY Inkster ST MI ZIP 48141

PHONE NUMBER (810) 610-0427 FAX NUMBER ()

REPRESENTATIVE'S NAME: Stanley Brantley

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:

Stanley Brantley
(Print)

PAYMENT TERMS 2% 10 days EMAIL: Brantley-Development@yahoo.com

DELIVERY: As Specified

EXCEPTIONS:

Any exceptions, deviations, substitutions, etc. from the City specifications and this proposal must be stated below. The reason(s) for the exception(s), deviation(s), or substitution(s) are an integral part of this bid proposal offer:

☐ Please check, if this is an all or none award – "One Lot Pricing" not to be broken up by proposal.

ACKNOWLEDGEMENT:

I, Stanley Brantley, certify that I have read the **Instructions to Bidders** (2 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, www.mitn.info and is an official copy of the Authorized Version.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:

Stanley Brantley

NOTE:

The City of Troy, at their discretion, may require the bidder(s) to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

IMPORTANT:

All City of Troy purchases require a SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of any relevant SDS at the time of bid submission.

CURRENCY:

All figures quoted are to be in U.S. Funds.



VENDOR QUESTIONNAIRE

Please provide the following information and submit with your bid proposal:

COMPANY NAME: Brantley Development LLC

TYPE OF ORGANIZATION: (Circle One)

ESTABLISHED WHEN: 1997
(Year)

a. Individual

b. Partnership

c. Corporation

d. Joint Venture

e. Other LLC

If applicable:

FORMER FIRM NAME(S)

NOTE: If additional space is needed throughout the questionnaire, please attach additional sheets numbered appropriately for identification.

1. Have you owned or operated a company that declared Chapter 7 during the last ten (10) years?

() Yes When: X No

2. Will any portion of the work be completed by subcontractors? If so, please provide company name(s) and contact information.

None

3. References – please list at least three (3) clients with whom you have had similar work completed by your company. Contact names and the listed information are to be provided. If your company has done work for the City of Troy in the past, it is required the City be listed as one of your references.

Entity Name	Address	Contact Name	Phone Number	E-Mail
<u>City of Troy</u>		<u>Cindy Stewart</u>	<u>248-524-1147</u>	
<u>City of Rochester Hills</u>		<u>Debra Hoyle</u>	<u>248-871-2532</u>	
<u>City of Dearborn</u>		<u>Jordan Roberts</u>	<u>313-943-2048</u>	

4. Provide your company's policy on monitoring the driving records of your employees, including how often background checks are performed and what offenses constitute dismissal.

We collect a Drivers Record from the Secretary of State annually for all drivers

5. **Personnel from this company who would be assigned to the City's account.**

Please provide resumes, copies of certifications, licenses (including up-to-date copies of CDL and medical cards), and/or list any additional training classes taken to increase expertise in snow plowing operations for the people listed in this section who will be assigned to the City of Troy account along with their responsibilities.

TITLE	NAME	LICENSE/ CERTIFICATION	EXPERIENCE/ YEARS	ROLE
	Stanley Brantley	owner	25 years	

6. **Provide your company's drug testing policy, including how often drivers are tested and what constitutes dismissal under this policy.**

We do Random drug test of all drivers and
manually with driver's medical card (DOT)

7. **EMPLOYEES:** Number of full-time employees 8
Number of part-time employee's 10

8. **CONTACT INFORMATION:**

The contractor will provide a daytime phone number and contact person and a 24-hour phone number and contact person and the project manager.

Daytime phone number 810-610-0427 Contact Stanley Brantley
24-hour phone number 810-610-0427 Contact Stanley Brantley
Project Manager Stanley Brantley Phone Number _____ (if different from above)

9. **RESPONSE TIME:** Within 8 hours after a request for service.

10. **FACILITY:** Location: Linkstar, MI
Number of miles from City of Troy: 35

COMPANY NAME: Brantley Development LLC

11. EQUIPMENT:

List below the manufacturer, model, and year of all equipment used in providing snow removal services for each proposal bid (A – D): (You may use an additional sheet and attach it to the bid document at time of submission.)

PROPOSAL A:

PROPOSAL B:

5 plow Trucks with salt spreaders
10 snow blowers

PROPOSAL C:

5 plow Trucks with salt spreaders
10 snow blowers varies sizes

PROPSOAL D:

5 plow Trucks with salt spreaders
10 snow blower

If Bidding Proposal E – Snow Removal Services – Local Roads Emergency Basis, please provide the following information:

- 12. List the model and year of the following types of equipment your company has available for use if awarded this contract. List each piece of equipment separately.**

FRONT END LOADER	MODEL	CAPACITY	YEAR

PICK UP WITH 8' or 10' BLADE	MODEL	BLADE SIZE	YEAR

ROAD GRADER	MODEL	YEAR

TRUCK WITH 10' PLOW	MODEL	YEAR

COMPANY NAME: _____

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

Company:

Address:

Phone Number:

Representative's Name:

Date:

Stanley Brantley
Brantley Development
2648 Bayview
Easton MI 48141
810-610-0427
Stanley Brantley
(Print)



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

Brantley Development LLC
A ~~corporation~~ duly organized and doing business under the laws of the State of Michigan for whom
Stanley Brantley, bearing the office title of owner, whose
signature is affixed to this proposal, is duly authorized to execute contracts.

A **partnership**, all members of which, with addresses, is:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:

_____	_____
-------	-------



**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2- Contracts.

☒ **I am able to certify to the above statements.**

Brantley Development
Name of Agency/Company/Firm (Please Print)

Stanley Brantley, Owner
Name and title of authorized representative (Please Print)

Stanley Brantley March 21, 2021
Signature of authorized representative Date

☐ **I am unable to certify to the above statements. Attached is my explanation.**



**VENDOR CERTIFICATION
THAT IT IS NOT AN
"IRAN LINKED BUSINESS"**

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	Brantley Development LLC
Street Address	7648 Bayham
City	Livestock
State, Zip	Michigan 48141
Corporate I.D. Number/State	
Taxpayer I.D. #	36-4157704

The undersigned, with: 1.) full knowledge of all of Vendors business activities, 2.) full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent:

Stanley Brantley

Printed Name of Vendor's Authorized Agent:

Stanley Brantley

Witness Signature:

Printed Name of Witness:



CITY OF TROY
INDEMNIFICATION (Hold Harmless) CLAUSE

To the fullest extent permitted by law,

Brantley Development LLC agrees to defend, pay on
(Name of Consultant / Organization)

behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Troy, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract/agreement.

Contract / Agreement

Stanley Brantley March 26, 21
Contractor/Vendor representative signature/date

Witness

City of Troy representative signature/date

Witness

(Please complete and return at time of proposal submittal)



Proposer's Sworn and Notarized Familial Disclosure

(To be provided by the Proposer)

The undersigned, the owner or authorized officer of Brentley Development the
"Proposer"), pursuant to the familial disclosure requirement provided in the Request for
Proposal, hereby represent and warrant, except as provided below, that no familial
relationships exist between the owner(s) or any employees of

_____ and any member of the City of Troy City
Council or City of Troy management.

List any Familial Relationships:

BIDDER:

By:

Its:

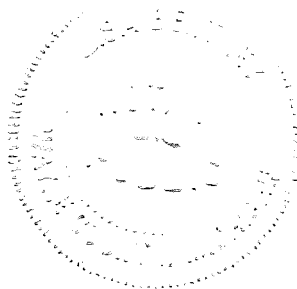
STATE OF MICHIGAN)

) ss.

COUNTY OF Wayne)

This instrument was acknowledged before me on the 20th day of March, 2021, by

Lisa Bentley
Notary Public- State Of Michigan
County Of Wayne
My Comm. Exp. July 21, 2023
Acting in County of Wayne





**CITY OF TROY
BID PROPOSAL**

ITB-COT 21-20
Page 1 of 7

The undersigned proposes to furnish **SEASONAL REQUIREMENTS OF SNOW REMOVAL SERVICES FOR THE CITY OF TROY YARD ASSISTANCE PROGRAM, LOCAL ROADS, PARKING LOTS, AND SIDEWALKS WITH AN OPTION TO RENEW FOR TWO (2) ADDITIONAL SEASONS** in accordance with the specifications, which are to be considered an integral part of this proposal, at the following prices:

COMPANY NAME: XPERT LAWN AND SNOW, INC.

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Snow and ice removal from the parking lots, building entrances, and sidewalks for six (6) Troy Fire Stations, the Police and Fire Training Center, the Troy Historical Museum, Camp Ticonderoga, the Lloyd A. Stage Nature Center, the Troy Transit Center, the Troy City Hall Complex, and the Troy Community Center complex in accordance with the attached specifications.

ITEM #	TYPE OF EQUIPMENT	NUMBER DEDICATED TO TROY	COST *(Hourly rates all inclusive)
Parking Lots:			
1	5-10 yd Capacity Truck with Salting Capabilities	1	\$ 150.00 /Hour
2	Front End Loader - 5 yd Capacity with Snow Pusher	N/A	\$ N/A /Hour
3	Front End Loader - 3 yd Capacity with Snow Pusher	1	\$ 200.00 /Hour
4	Skid Steer with Snow Pusher	1	\$ 125.00 /Hour
5	Pickup with 8 ft Blade	20	\$ 125.00 /Hour
6	Truck with 10 ft Snowplow	N/A	\$ N/A /Hour
7	Parking Lot Salt	UNLIMITED	\$ 85.00 /Ton
Sidewalks:			
8	Utility Vehicle with 5' Snow Plow	2	\$ 110.00/Hour
9	Utility Vehicle with Salt Spreader	2	\$ 110.00 /Hour
10	Utility Vehicle with 5' Snow Plow and Salt Spreader	2	\$ 110.00/Hour
11	Utility Tractor Mounted Snow Blower	1	\$ 100.00 /Hour
12	Walk-Behind Snow Blower	20	\$ 50.00 /Hour
13	Snow Shovel and Operator	20	\$ 35.00 /Hour
14	Walk-Behind Salt Spreader with Operator	20	\$ 35.00 /Hour
15	Sidewalk Snow and Ice Melter	UNLIMITED	\$25.00 /50lb Bag
ESTIMATED GRAND TOTAL – PROPOSAL A:			\$ 1,260.00

***RATES:**

Hourly rate for equipment shall include **all** related costs such as fuel, insurance, operators, travel time, expenses, salt spreading, etc. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). **Hourly rate applies to actual hours of operation.**

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified at the prices stated above.

NOTE: The City of Troy reserves the right to add or delete locations as deemed necessary at the City's option.

PROPOSAL (B): City owned properties – Sidewalks (Various locations within the City of Troy)

Snow and ice removal from City owned sidewalks located throughout Troy. These areas include sidewalks at retention/detention ponds, parks, intersections, and municipal property in accordance with the attached specifications. Total estimated linear feet: 70,274 LF.

ITEM #	DESCRIPTION	SIDEWALKS – DEICING	SIDEWALKS - PLOWING
1.	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	\$.10 /LF.	
2.	Two (2) inches to Six (6) inches	\$.10 /LF.	\$.10 /LF.
3.	Greater than Six (6) inches	\$.10 /LF.	\$.15 /LF.
EST. GRAND TOTAL – PROPOSAL B:		\$.30	\$.25

SNOW REMOVAL SERVICES (Cost to include all related expenses such as operators, equipment, insurance, fuel, travel time, etc.)

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified, at the prices quoted above.

NOTE: The City of Troy reserves the right to add or delete locations as deemed necessary at the City's option.

PROPOSAL (C): Code Enforcement per call Basis

Snow and ice removal services for code enforcement activities to be provided for sidewalks on an as needed basis in accordance with the attached specifications.

ITEM #	DESCRIPTION	COST
1.	Dispatch Fee	\$ 5.00 /Per Property
2.	Price for Snow/Ice Removal	\$ 35.00 /Hour
3.	Price for Salting	\$.15 /LF.

***RATES:**

Hourly rate shall include all related costs such as fuel, equipment, insurance, operators, travel time, and related expenses, etc. The cost per call out shall include de-icing materials and application. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). Hourly rate applies to actual hours of operation.

The City will not pay a premium for overtime or holidays. The City will not guarantee a minimum number of call-outs per season. The contractor will be paid only for services rendered as specified, at the prices quoted above.

COMPANY NAME XPERT LAWN AND SNOW, INC.

PROPOSAL (D): Snow Removal Services for the Yard Assistance Program

Snow removal services to be provided to income qualified Troy senior citizens and persons with severe disabilities on an as needed basis in accordance with the attached specifications.

Estimated Number	Description	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
90	Snow removal and / or salting at residential City of Troy homes.	\$ 45.00	\$ 15.00

SNOW REMOVAL SERVICES (Cost to include all related expenses such as operators, equipment, insurance, fuel, travel time, etc.)

ESTIMATED QUANTITIES:

Estimated numbers stated are approximate and not guaranteed. The numbers will be used for award purposes only. It is assumed that the amount of services required for the season will be dependent upon the severity of the winter season.

For award purposes, it will be estimated that there will be Six (6) call-outs per year even though the number is weather dependent and may be more or less.

PROPOSAL (E): Snow Removal Services – Local Roads Emergency Basis

Snow removal services on an emergency basis in accordance with the attached specifications.

The contractor(s) with the lowest rates for each item will set the rate for all contractors under this proposal E. The other contractors may accept or decline the rates established. The City of Troy reserves the right to establish a contract with as many of the bidders who are willing to accept established rates. The established rates shall remain firm for the entire contract period.

TYPE OF EQUIPMENT	NUMBER OF AVAILABLE PIECES OF EQUIPMENT	HOURLY RATE PER SINGLE PIECE OF EQUIPMENT
Front End Loader: Minimum Size 3 Yards		
5 yd Capacity	N/A	\$ N/A
3 yd Capacity	1	\$ 200.00
Other Size:		\$
Other Size:		\$
Pick up with Minimum 8 ft Blade (to assist loaders only)		
Pickup with 8 ft Blade	20	\$ 125.00
Road Grader with Minimum Size of 6 Wheels		
20,000 GVW Grader	N/A	\$ N/A
Other Size:		\$
Truck with 10 ft Snowplow		
Truck with 10 ft Snowplow	N/A	\$ N/A

RATES:

Hourly rate for equipment shall include all related costs such as fuel, insurance, operators, travel time, and related expenses, etc. The City will pay straight rates only. Any premium for overtime, Sundays or Holidays are the responsibility of the bidder (contractor). **Hourly rate applies to actual hours of operation.**

ADDITIONAL INFORMATION:

For additional general information or questions about Proposals A, B and E, please contact **Scott Carruthers, Operations Manager Streets and Drains** at 248-524-3501; for Proposal C, please contact **Paul Evans, Zoning & Compliance Specialist**, (248) 524-3359; and for Proposal D, please contact **Cindy Stewart, Community Affairs Director** at (248) 524-1147 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.

COMPANY NAME XPERT LAWN AND SNOW, INC.

DOWNPAYMENTS OR PREPAYMENTS:

Any bid proposal submitted which requires a down payment or prepayment of any kind prior to work completion and full acceptance, as being in conformance with specifications will not be considered for award.

PAYMENT TERMS:

The City of Troy will verify that all work was completed satisfactorily before any invoice will be paid.

LOCAL PREFERENCE:

The City of Troy reserves the right to award a contract to a local business, one who pays City of Troy taxes (real and/or personal), if the bid of the local vendor is within 5% of the lowest responsive and responsible non-local bid, the local vendor is given one chance to match the low bid.

AWARD:

It is the intent of the City to award a contract to one (1) Primary Contractor and one (1) Secondary Contractor for Snow Removal Services for Proposals A, B, C, and D. In the event the Primary Contractor is unable to provide the services as needed, the Secondary contractor will be contacted. For Proposal E, the City of Troy reserves the right to award to various contractors who agree to accept the lowest rate for each item; and each item will be considered a separate award unless deemed in the City of Troy's best interest to combine items. The award and evaluation of this bid shall be a combination of factors, including but not limited to: cost, references, inspection of the firm's entire plowing and support equipment and the correlation of the proposal submitted to the needs of the City of Troy.

The City of Troy reserves the right to reject low bids which have major deviations from specifications; to accept a higher bid, which has only minor deviations from specifications; to award the bid in whatever manner is deemed to be in the best interests of the City of Troy.

PURCHASE ORDER:

After approval of the successful bidder(s) by the Troy City Council, a purchase order issued from the City of Troy will create a bilateral contract between the parties and commit the successful bidder(s) to perform the contract in accordance with specifications. The purchase order shall be released once acceptable insurance is received.

SUBCONTRACTORS:

The undersigned agrees to submit a list of proposed subcontractors, if applicable, for approval by the designated City representative within 72 hours after notification of being the low qualified bidder. It will be understood that this may occur prior to bid award, but the bidder's status will not be final until approved by the Troy City Council.

CONTRACT FORMS:

Bidders should complete and sign the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment, the Certification regarding "Iran Linked Business" and the Familial Disclosure Forms and return with your bid proposal. Due to COVID-19 restrictions the City is waiving Notary requirements; but note that all forms must be signed and dated.

SITE VISIT:

Bidders are invited to examine the sites to determine the amount of work to be done in accordance with specifications. If a bidder does not make a site inspection, that bidder accepts full responsibility and risk for any errors or omissions in his/her bid proposal.

- ☒ Our company visited Proposal A locations on 3/24/2021
☒ Our company visited Proposal B locations on 3/24/2021
☐ Our company did not visit the sites.

COMPANY NAME XPERT LAWN AND SNOW, INC.

EQUIPMENT INSPECTION:

The City reserves the right to make a site visit to inspect the equipment and reject the bid if the equipment is deemed unfit due to age, condition, or quantity. Please provide the manufacturer, year and model of the equipment to be used for this contract under the Vendor Questionnaire.

TERMINATION FOR CONVENIENCE:

The City may cancel the contract for its convenience, in whole or in part, by giving the contractor written notice 30 days prior to the date of cancellation. If the City chooses to cancel this contract in part, the charges payable under this contract shall be equitably adjusted to reflect those services that are cancelled.

Insurance requirements shall be in accordance with the attached **SAMPLE INSURANCE CERTIFICATE** and **ENDORSEMENT**. The required Insurance Certificate and Endorsement must be submitted to the city within 5 days of the verbal/ electronic request after the bid award. The Insurance Certificate and Endorsement may be faxed to the Purchasing Office at (248) 619-7608, and is the only bid document accepted in this format.

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to business in the State of Michigan and acceptable to the City of Troy. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and self-insured retentions (SIR's) are the responsibility of the Contractor.

☒ We can meet the specified insurance requirements.

☐ We cannot meet the specified insurance requirements.

☐ We do not carry the specified limits but can obtain the additional insurance coverage of \$_____, at the cost of \$_____.

NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

☐ Our proposal is reduced by \$_____ if we lower the requirement to \$_____.

NOTE: Please note the amendments on a sample insurance certificate and attach it to your bid proposal.

IMPORTANT: A Certificate of Insurance on an ACORD Form showing present coverage as well as the required endorsements SHALL be attached to the proposal document at the time of submission of the proposal to the Office of the City Clerk.

NOTE: Failure on the part of any bidder to contact his/her insurance carrier to verify that the insurance carried by the bidder meets City of Troy specifications may result in this proposal being completed incorrectly.

OTHER: Sole proprietors must execute a certificate of exemption from Worker's Compensation requirements or provide proof of Worker's Compensation Insurance. All coverage shall be with insurance carriers licensed and admitted to do business in Michigan in accordance with all applicable statutes of the State of Michigan and acceptable to the City of Troy.

INSURANCE VERIFICATION:

A bidder shall complete the above portion, which details additional costs that may be incurred for specified coverage without purchasing the additional coverage prior to bid submission.

WORKERS' COMPENSATION INSURANCE, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

COMPANY NAME XPERT LAWN AND SNOW, INC.

COMMERCIAL GENERAL LIABILITY INSURANCE on an "Occurrence Basis" with limits of liability not less than \$1,000,000.00 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

AUTOMOBILE LIABILITY, including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000.00 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

ADDITIONAL INSURED:

Commercial General Liability and Automobile Liability, as described in the attached SAMPLE shall include an Additional Insured Endorsement stating the following shall be ***Additional Insureds***: The City of Troy including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and council members, including employees and volunteers thereof. It is understood and agreed by naming the City of Troy as additional insured, coverage afforded is considered to be primary and any other insurance the City of Troy may have in effect shall be considered secondary and/or excess.

CANCELLATION NOTICE:

All policies, as described above, shall include an endorsement stating that it is understood and agreed that Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be mailed to:

City of Troy
Purchasing Manager
500 West Big Beaver
Troy, MI 48084

PROOF OF INSURANCE COVERAGE:

The Contractor shall provide the City of Troy, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above all shall be furnished, if so requested.

If any of the applicable coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Troy at least ten (10) days prior to the expiration date.

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FINAL INSURANCE CERTIFICATE SUBMISSION:

After approval by Troy City Council, the City's Purchasing Manager will review the insurance certificates and endorsements to ensure all acceptable documents have been received and allow (5) business additional days after verbal / electronic notification to submit final insurance certificate(s) in accordance with specifications. The City of Troy reserves the right to WITHHOLD AND KEEP any bid surety for failure to comply. The company will be considered in default of contract and will be barred from doing business with the City of Troy for a minimum of three (3) years for failing to meet insurance requirements.

COMPANY NAME XPERT LAWN AND SNOW, INC.

SIGNATURE PAGE

PRICES:

Prices quoted shall remain firm for sixty (60) days or bid award whichever comes first, except the successful bidder(s) whose prices shall remain firm from date of award through April 30, 2021.

The contract contains one option to renew for two (2) additional seasons, if within 90 days of contract termination both parties agree to the renewal under the same, prices, terms, and conditions. The renewal is subject to a favorable market survey and City Council approval. A request by City staff to determine a successful bidder's interest in renewing a contract in no way obligates the City. The option cannot be exercised without Troy City Council approval and a blanket purchase order issued.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE _____

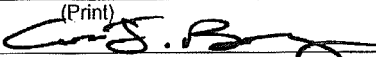
TAX ID: 81-4879560

COMPANY XPERT LAWN AND SNOW, INC.

ADDRESS 21083 MOUND RD. CITY WARREN ST MI ZIP 48091

PHONE NUMBER (248) 721-0794 FAX NUMBER ()

REPRESENTATIVE'S NAME: COREY J. BAMBROUGH

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: (Print) 

PAYMENT TERMS NET 30 EMAIL: XPERTLANDSCAPING@HOTMAIL.COM

DELIVERY: As Specified

EXCEPTIONS:


Any exceptions, deviations, substitutions, etc. from the City specifications and this proposal must be stated below. The reason(s) for the exception(s), deviation(s), or substitution(s) are an integral part of this bid proposal offer:

NONE

☐ Please check, if this is an all or none award – "One Lot Pricing" not to be broken up by proposal.

ACKNOWLEDGEMENT:

I, COREY J. BAMBROUGH, certify that I have read the **Instructions to Bidders** (2 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, www.mitn.info and is an official copy of the Authorized Version.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: 

NOTE:

The City of Troy, at their discretion, may require the bidder(s) to supply a Financial Report from an impartial Financial Credit Reporting Service before award of contract.

IMPORTANT:

All City of Troy purchases require a SAFETY DATA SHEET, where applicable, in compliance with the MIOSHA "Right to Know" Law. Please include a copy of any relevant SDS at the time of bid submission.

CURRENCY:

All figures quoted are to be in U.S. Funds.



21083 MOUND RD.

WARREN, MI 48091

248.721.0794

XPRTLAWNANDSNOW.COM WEB

XPRTLANDSCAPING@YAHOO.COM EMAIL

PROPOSAL FOR:

**SNOW REMOVAL SERVICES FOR THE CITY OF
TROY YARD ASSISTANCE PROGRAM, LOCAL
ROADS, PARKING LOTS AND SIDEWALKS**

CITY OF TROY

OFFICE OF THE CITY CLERK

500 W BIG BEAVER RD

TROY, MI 48084



Questionnaire
Snow Removal Services

Page 1 of 4

VENDOR QUESTIONNAIRE

Please provide the following information and submit with your bid proposal:

COMPANY NAME: XPERT LAWN AND SNOW, INC.

TYPE OF ORGANIZATION: (Circle One)

ESTABLISHED WHEN: 2002

(Year)

a. Individual

b. Partnership

c. Corporation

d. Joint Venture

e. Other _____

If applicable:

FORMER FIRM NAME(S)

NOTE: If additional space is needed throughout the questionnaire, please attach additional sheets numbered appropriately for identification.

1. Have you owned or operated a company that declared Chapter 7 during the last ten (10) years?

() Yes When: _____ ☒ No

2. Will any portion of the work be completed by subcontractors? If so, please provide company name(s) and contact information.

NONE

3. References – please list at least three (3) clients with whom you have had similar work completed by your company. Contact names and the listed information are to be provided. If your company has done work for the City of Troy in the past, it is required the City be listed as one of your references.

Entity Name	Address	Contact Name	Phone Number	E-Mail
-------------	---------	--------------	--------------	--------

SEE ATTACHED

4. Provide your company's policy on monitoring the driving records of your employees, including how often background checks are performed and what offenses constitute dismissal.

OUR DRIVERS ARE ALL CHECKED BY OUR INSURANCE COMPANY



REFERENCES

CITY OF STERLING HEIGHTS

40555 Utica Road
Sterling Heights, MI 48313
Dana Vietto — Code Enforcement Coordinator
586.446.2370

BEZTAK PROPERTIES

6350 Aldingbrooke Circle Road North
West Bloomfield, MI 48322
Jennifer Degan — Property Manager
248.661.0770

CITY OF OAK PARK

10600 Capital Avenue
Oak Park, MI
David Decoster — Director of Facilities
248.691.7465

DETROIT PUBLIC LIBRARY

5201 Woodward Ave
Detroit, MI 48202
Christina Ladson — Procurement Manager
313.481.1325

(CONTINUED)

WAYNE COUNTY

500 Griswold, Suite 3420

Detroit, MI 48226

Chantel Wilson — Department Supervisor

313.224.7062

CITY OF TROY

500 West Big Beaver Road

Troy, MI 48084

Paul Evans — Director

248.524.3359

CITY OF FERNDALE

300 E. 9 Mile Rd

Ferndale, MI 48220

Victor Smith — City Code

248.546.2525

CITY OF BERKLEY

2400 Robina Ave.

Berkley, MI 48072

Theresa K. McArleton — Director

248.658.3470

5. Personnel from this company who would be assigned to the City's account.

Please provide resumes, copies of certifications, licenses (including up-to-date copies of CDL and medical cards), and/or list any additional training classes taken to increase expertise in snow plowing operations for the people listed in this section who will be assigned to the City of Troy account along with their responsibilities.

TITLE	NAME	LICENSE/ CERTIFICATION	EXPERIENCE/ YEARS	ROLE
VP	NICK SOLOMON		18 YEARS	CONTRACT MANAGER

6. Provide your company's drug testing policy, including how often drivers are tested and what constitutes dismissal under this policy.

WE ARE ALWAYS HIRING AND WE CONDUCT MANDATORY
MONTHLY TRAINING COURSES

7. EMPLOYEES: Number of full-time employees 25
Number of part-time employee's 25

8. CONTACT INFORMATION:

The contractor will provide a daytime phone number and contact person and a 24-hour phone number and contact person and the project manager.

Daytime phone number 248-721-0794 Contact NICK SOLOMON

24-hour phone number 248-721-0794 Contact NICK SOLOMON

Project Manager NICK SOLOMON Phone Number _____ (if different from above)

9. RESPONSE TIME: Within .5 hours after a request for service.

10. FACILITY: Location: 21083 MOUND RD. WARREN, MI 48091

Number of miles from City of Troy: 8

COMPANY NAME: XPERT LAWN AND SNOW, INC.

11. EQUIPMENT:

List below the manufacturer, model, and year of all equipment used in providing snow removal services for each proposal bid (A – D): (You may use an additional sheet and attach it to the bid document at time of submission.)

PROPOSAL A: SEE ATTACHED

PROPOSAL B: SEE ATTACHED

PROPOSAL C: SEE ATTACHED

PROPOSAL D: SEE ATTACHED

If Bidding Proposal E – Snow Removal Services – Local Roads Emergency Basis, please provide the following information:

12. List the model and year of the following types of equipment your company has available for use if awarded this contract. List each piece of equipment separately.

FRONT END LOADER	MODEL	CAPACITY	YEAR
	CASE W14	3 YARDS	1993

PICK UP WITH 8' or 10' BLADE	MODEL	BLADE SIZE	YEAR
	F-250	8'	2019

ROAD GRADER	MODEL	YEAR

TRUCK WITH 10' PLOW	MODEL	YEAR

COMPANY NAME: XPERT LAWN AND SNOW, INC.



EQUIPMENT LIST:

34 – TRUCKS (Equipped with salt dispenser and plows during winter season) (All trucks are owned with no payment due)

01	2019	FORD F250	21	2007	FORD F-250
02	2010	FORD F150	22	2003	FORD F-150
03	2008	FORD F250	23	2013	FORD F-150 EXT
04	2006	FORD F250	24	2006	FORD F-250
05	2006	FORD F250	25	2002	F-350
06	2005	FORD F250 – DUMP TRUCK	26	2004	DODGE RAM 2500
07	2001	FORD F350	27	2010	FORD F-150
08	2006	FORD F250	28	2009	CHEVY 2500
09	2006	FORD F250	29	2002	FORD F-250
10	2001	GMC - BOX TRUCK	30	2005	DODGE DAKOTA
11	1998	CHEVY 1500	31	2020	FORD F-250
12	2010	CHEVY 2500	32	2019	FORD F-250
13	2012	FORD F350 – BOX TRUCK	33	2019	FORD F-250
14	2010	FORD F250	34	2019	FORD F-250
15	2003	CHEVY -- BOX TRUCK			
16	2000	FORD F-350 SD			
17	2002	FORD F-350 SD			
18	2002	DODGE DAKOTA			
19	1999	FORD F-150			
20	1999	FORD F-350 SD			

LIST OF EQUIPMENT(continued)

3- KUBOTA UTV X100C equipped with plows and salters

1- JOHN DEERE GATOR equipped with plow and salter

4- BOSS SNOWRATOR equipped with plows and salters

3- Duel Axel Star Line Trailers

10- Enclosed Star Line Trailers

4- 60 Inch Farris Riding Lawn Mowers

4- 48 Inch Farris Riding Lawn Mowers

4- 52 Inch Farris Riding Lawn Mowers

1- 72 Inch Exmark Riding Lawn Mower

10- 22 Inch Toro Walk Behind Lawn Mowers

50 – Dry Spreaders

20 – Liquid Spreaders

24- Red Max Grass Trimmers

12-Red Max Grass Edgers

8- Hedgers

24- Red Max Leaf Blowers

1- Suzuki Four Wheeler (equipped with salt dispenser)

25- Boss Snow Plows

50- Toro 22' Snow Blowers

50- Larco Walk Behind Salt Dispensers

1- Front End Loader, Case 621B

1- Bobcat 873 Skid Seer Loader

200- Snow Shovels

22- Rakes

18- Shovels

10 - Shears

8- Wheel Barrels

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

C. J. Bambrough

Company:

XPERT LAWN AND SNOW, INC.

Address:

21083 MOUND RD.

WARREN, MI 48091

Phone Number:

248-721-0794

Representative's Name:

COREY J. BAMBROUGH

(Print)

Date:



CITY OF TROY
OAKLAND COUNTY, MICHIGAN
NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

COREY J. BAMBROUGH, being duly sworn deposed, says that he
(Print Full Name)

Is PRESIDENT. The party making the foregoing proposal or bid,
(State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

SIGNATURE OF PERSON SUBMITTING BID

NOTARY'S SIGNATURE

Subscribed and sworn to before me this 24th day
of March, 2021
In and for Oakland County.

My commission expires:

1/30/2025

Mary David
NOTARY PUBLIC - STATE OF MICHIGAN
County of Oakland
My Commission Expires January 30, 2025



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

A ~~corporation~~ duly organized and doing business under the laws of the State of MI for whom
COREY J. BAMBROUGH, bearing the office title of PRESIDENT, whose
signature is affixed to this proposal, is duly authorized to execute contracts.

A ~~partnership~~, all members of which, with addresses, is:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

AN ~~INDIVIDUAL~~, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:

_____	_____
-------	-------



**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2- Contracts.

☒ **I am able to certify to the above statements.**

XPERT LAWN AND SNOW, INC.

Name of Agency/Company/Firm (Please Print)

COREY J. BAMBROUGH

Name and title of authorized representative (Please Print)

A handwritten signature in black ink, appearing to read 'C. Bambrough'.

Signature of authorized representative

Date

☐ **I am unable to certify to the above statements. Attached is my explanation.**



Proposer's Sworn and Notarized Familial Disclosure
(To be provided by the Proposer)

The undersigned, the owner or authorized officer of XPERT LAWN AND SNOW, INC. (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of XPERT LAWN AND SNOW, INC. and any member of the City of Troy City Council or City of Troy management.

List any Familial Relationships:

NONE

BIDDER:

XPERT LAWN AND SNOW, INC.

By: Corey J. Bambrough
COREY J. BAMBROUGH

Its: PRESIDENT

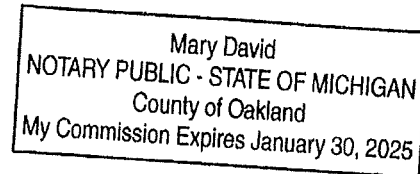
STATE OF MICHIGAN)

) ss.

COUNTY OF Oakland)

This instrument was acknowledged before me on the 24th day of March 2021, by

Mary David





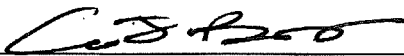
CITY OF TROY
INDEMNIFICATION (Hold Harmless) CLAUSE

To the fullest extent permitted by law,

XPERT LAWN AND SNOW, INC. agrees to defend, pay on
(Name of Consultant / Organization)

behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Troy, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract/agreement.

Contract / Agreement



Contractor/Vendor representative signature/date



Witness

City of Troy representative signature/date

Witness

(Please complete and return at time of proposal submittal)



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: May 10, 2021

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Lisa Burnham, Controller
Kurt Bovensiepe, Public Works Director
Cindy Stewart, Community Affairs Director
Paul Evans, Zoning and Compliance Specialist
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Snow Removal Services

History

- The Code Enforcement Division is responsible for clearing snow and ice from non-compliant private property owners abutting public sidewalks as Chapter 34.11 and 34.11.01 states.
 - Code Enforcement only responds to those properties that have received specific complaints.
 - Contractor charges and fees are invoiced to the property owner.
- The Community Affairs Division is responsible for administering the Community Development Block Grant (CDBG) Home Chore Program
 - Qualified individuals are eligible for assistance with snow and ice removal from driveways and sidewalks.
 - Approximately 90 homes are completed under this program.
 - CDBG funds this operation.

Purchasing

- On April 1, 2021 a bid opening was conducted as required by City Charter and Code for seasonal requirements for Snow Removal Services with an option to renew for two (2) additional seasons.
- The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info. Two hundred and eleven (211) vendors were notified.
- Three (3) bid responses were received. Below is a detailed summary of notified potential vendors.

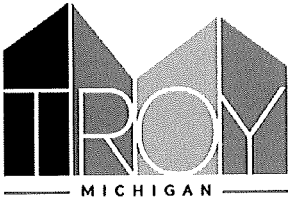
Companies notified via MITN	211
Troy Companies notified via MITN	4
Troy Companies notified Active email Notification	3
Troy Companies notified Active Free	1
Companies that viewed the bid	18
Troy Companies that viewed the bid	0

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



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Purchasing (*continued*)

- Upon review of the bid responses, Proposals A, B, and E, in the City's best interest, will be rebid in August due to lower than expected bid responses. Contracts for the three proposals will not be awarded as per the following bid language which states:

The City reserves the right to reject any or all bids, to waive any informality in the bid proposal received, and to accept any bid proposal or part thereof, which it shall deem to be most favorable to the interests of the City

- Based on review of the bid responses for Proposals C and D, it is being recommended to award snow removal contracts to *Xpert Lawn and Snow of Warren, MI* for Proposal (C) Code Enforcement Calls and *Brantley Development, LLC of Inkster, MI* for Proposal (D) Home Chore Program as per the prices detailed in the attached bid tabulation.
- The award is contingent upon contractor's submission of proper insurance certificates, and all other specified requirements.

Financial

Funds are currently available for each service in the corresponding division's operating budget.

Recommendation

City management recommends awarding a contract to provide seasonal requirements of Snow Removal Services with an option to renew for two (2) additional seasons to *Xpert Lawn and Snow of Warren, MI* for Proposal (C) and to *Brantley Development, LLC of Inkster, MI* for Proposal (D) at prices detailed and contained in the attached bid tabulation.

Opening Date: 04/01/2021
Reviewed Date: 04/01/2021

BID TABULATION
SNOW REMOVAL SVCS.
CITY OF TROY

ITB-COT 21-20
Page 1 of 2

VENDOR NAME:	Premier Group Associates, LC	Xpert Lawn and Snow
CITY:	Detroit, MI	Warren, MI

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour	# Dedicated	Cost per Hour
Parking Lots:						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	3	\$125.50	1	\$150.00
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour	1	\$260.00	No bid	
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour	1	\$200.00	1	\$200.00
4	Skid Steer with Snow Pusher	Hour	1	\$160.00	1	\$125.00
5	Pickup with 8 ft. Blade	Hour	2	\$125.00	20	\$125.00
6	Truck with 10 ft. Snowplow	Hour	1	\$200.00	No bid	
7	Parking Lot Salt	Ton	1	\$150.00	Unlimited	\$85.00
Sidewalks:						
8	Utility Vehicle with 5' Snow Plow	Hour	2	\$180.00	2	\$110.00
9	Utility Vehicle with Salt Spreader	Hour	2	\$170.00	2	\$110.00
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour	1	\$200.00	2	\$110.00
11	Utility Tractor Mounted Snow Blower	Hour	No bid		1	\$100.00
12	Walk-Behind Snow Blower	Hour	5	\$85.00	20	\$50.00
13	Snow Shovel and Operator	Hour	10	\$65.00	20	\$35.00
14	Walk-Behind Salt Spreader with Operator	Hour	4	\$70.00	20	\$35.00
15	Sidewalk Snow and Ice Melter	50lb Bag		\$25.00	Unlimited	\$25.00
ESTIMATED GRAND TOTAL - PROPOSAL A:				\$2,015.50		\$1,260.00

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$3.00		\$0.10	
2	Two (2) inches to Six (6) inches	LF.	\$2.50	\$2.00	\$0.10	\$0.10
3	Greater than Six (6) inches	LF.	\$2.50	\$3.75	\$0.10	\$0.15
ESTIMATED GRAND TOTAL - PROPOSAL B:			\$8.00	\$5.75	\$0.30	\$0.25

Proposal (C): Code Enforcement per Call Basis

Item	Description	Unit	Cost	Cost
1	Dispatch Fee	Per Property	\$25.00	\$5.00
2	Price for Snow / Ice Removal	Hour	\$135.00	\$35.00
3	Price for Salting	LF.	\$3.00	\$0.15

Proposal (D): Snow Removal Services for the Home Chore Program

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		No Bid		\$45.00	\$15.00

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment	# of Available Pieces of Equipment	Hourly Rate Per Single Piece of Equipment
Front End Loader: Minimum Size 3 Yards				
5 Yd Capacity	1	\$260.00	No bid	
3 Yd Capacity	1	\$200.00	1	\$200.00
Other Size:	No Bid		No bid	
Other Size:				
Pick up with minimum 8 ft Blade (to assist loaders only)				
Pick up with minimum 8 ft Blade	2	\$125.00	20	\$125.00
Road Grader with Minimum Size of 6 Wheels				
20,000 GVW Grader	1	\$450.00	No bid	
Other Size:	No Bid			
Truck with 10 ft Snowplow				
Truck with 10 ft Snowplow	1	\$200.00		

SITE VISITS:		N	3/24/2021
INSURANCE MET:	Y/N	Y	Y
PAYMENT TERMS:		Net 30	Net 30
EXCEPTIONS:	Y/N	N	N
ACKNOWLEDGEMENT:	Y/N	Y	Y
VENDOR QUESTIONNAIRE:	Y/N	Y	Y
FORMS:	Y/N	Y	Y

Opening Date: 04/01/2021
Reviewed Date: 04/01/2021

BID TABULATION
SNOW REMOVAL SVCS.
CITY OF TROY

ITB-COT 21-20
Page 2 of 2

VENDOR NAME: Brantley Development
CITY: Inkster, MI

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks

Item	Type of Equipment	Unit	# Dedicated	Cost per Hour		
Parking Lots:						
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	No Bid			
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour				
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour				
4	Skid Steer with Snow Pusher	Hour				
5	Pickup with 8 ft. Blade	Hour				
6	Truck with 10 ft. Snowplow	Hour				
7	Parking Lot Salt	Ton				
Sidewalks:						
8	Utility Vehicle with 5' Snow Plow	Hour				
9	Utility Vehicle with Salt Spreader	Hour				
10	Utility Vehicle w/5' Snow Plow & Salt Spreader	Hour				
11	Utility Tractor Mounted Snow Blower	Hour				
12	Walk-Behind Snow Blower	Hour				
13	Snow Shovel and Operator	Hour				
14	Walk-Behind Salt Spreader with Operator	Hour				
15	Sidewalk Snow and Ice Melter	50lb Bag				
ESTIMATED GRAND TOTAL - PROPOSAL A:						

ESTIMATED GRAND TOTAL - PROPOSAL A:

Proposal (B): City Owned Properties - Sidewalks (Various locations within the City of Troy)

Item	Description	Unit	Sidewalk - Deicing	Sidewalks - Plowing
1	Less than One (1) inch or Icy Conditions, Includes Ice Melting Product	LF.	\$0.08	
2	Two (2) inches to Six (6) inches	LF.	\$0.08	\$0.18
3	Greater than Six (6) inches	LF.	\$0.08	\$0.21
ESTIMATED GRAND TOTAL - PROPOSAL B:			\$0.24	\$0.39

Proposal (C): Code Enforcement per Call Basis

Item	Description	Unit	Cost
1	Dispatch Fee	Per Property	\$5.00
2	Price for Snow / Ice Removal	Hour	\$55.00
3	Price for Salting	LF.	\$0.30

Proposal (D): Snow Removal Services for the Home Chore Program

Description	Estimated Number	Price for Snow Removal per Each Service Call	Price for Salting per Each Service Call
Snow Removal and/or Salting at residential City of Troy homes.		\$25.00	\$5.00

Proposal (E): Snow Removal Services - Local Roads Emergency Basis

Type of Equipment	# of Available Pieces of Eqt	H/R Per Single of Equipment
Front End Loader: Minimum Size 3 Yards	No Bid	
5 Yd Capacity		
3 Yd Capacity		
Other Size:		
Other Size:		
Pick up with minimum 8 ft Blade (to assist loaders only)		
Pick up with minimum 8 ft Blade		
Road Grader with Minimum Size of 6 Wheels		
20,000 GVW Grader		
Other Size:		
Truck with 10 ft Snowplow		
Truck with 10 ft Snowplow		

SITE VISITS:

INSURANCE MET:

PAYMENT TERMS:

EXCEPTIONS:

ACKNOWLEDGEMENT:

VENDOR QUESTIONNAIRE:

FORMS:

Y/N

Y/N

Y/N

Y/N

Y/N

Current Contractor

Y

2% 10 Days

N

Y

Y

Y

Low Bidder Meeting Specifications

ATTEST:

Cindy Stewart

Cheryl Stewart

Scott Carruthers

Emily Frontera

Purchasing Manager



CERTIFICATE OF LIABILITY INSURANCE

NDEV-01

LFRITCH

DATE (MM/DD/YYYY)

2/18/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Professional Underwriters, Inc. 39475 13 Mile Road, Suite 106 Novi, MI 48377	CONTACT NAME: Leah R. Fritch		
	PHONE (A/C, No, Ext): (248) 553-8300 104	FAX (A/C, No): (248) 553-8305	
	E-MAIL ADDRESS: lfritch@profunderwriters.com		
INSURED Brantley Development LLC 2648 Bayhan Street Inkster, MI 48141	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Northfield Insurance Co.		
	INSURER B : Liberty Mutual Insurance Co.		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		WS214961	10/8/2020	10/8/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	WC5-39S-748298-010	10/23/2020	10/23/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 1,000,000						
	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000						
	E.L. DISEASE - POLICY LIMIT \$ 1,000,000						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						
	If yes, describe under DESCRIPTION OF OPERATIONS below						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Troy is added as additional insured on a primary and non-contributory basis with respect to general liability. 30 day cancellation notice per policy provisions.

CERTIFICATE HOLDER

CANCELLATION

City of Troy
500 W. Big Beaver
Troy, MI 48084

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET ADDITIONAL INSURED (CONTRACTORS)
(When CG 20 10 Or CG 20 37 Is Required Or Additional Insured
Is Otherwise Required By Contract - Includes Products-Completed
Operations When Required By Contract)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

1. The following is added to SECTION II - WHO IS AN INSURED:

Any person or organization that:

- a. You agree in a written contract or agreement to include as an additional insured on this Coverage Part; and
- b. Has not been added as an additional insured for the same project by attachment of an endorsement under this Coverage Part which includes such person or organization in the endorsement's schedule;

is an insured, but:

- a. Only with respect to liability for "bodily injury" or "property damage" that occurs subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and
- b. Only as described in Paragraph (1) or (2) below, whichever applies:
 - (1) If the written contract or agreement specifically requires you to provide additional insured coverage to that person or organization by the use of the Additional Insured - Owners, Lessees or Contractors - Scheduled Person or Organization endorsement CG 20 10 07 04 or CG 20 10 04 13 or Additional Insured - Owners, Lessees Or Contractors Completed Operations endorsement CG 20 37 07 04 or CG 20 37 04 13, or both of such endorsements with either of those edition dates, the person or organization is an additional insured only if the injury or damage is caused, in whole or in part, by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies; or
 - (2) If paragraph (1) above does not apply, the person or organization is an additional insured if, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies, and such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

2. The insurance provided to such additional insured is subject to the following limitations and conditions:

- a. If Limits of Insurance of this Coverage Part shown in the Declarations exceed the minimum limits required by the written contract or agreement, the insurance provided to the additional insured will be limited to such minimum required limits. For the purposes of determining whether this limitation applies, the minimum limits required by the written contract or agreement will be considered to include the minimum limits of any Umbrella or Excess liability coverage required for the additional insured by that written contract or agreement. This provision will not increase the limits of insurance described in **SECTION III - LIMITS OF INSURANCE**.
- b. The insurance provided to such additional insured does not apply to "bodily injury" or "property damage" arising out of the providing, or failure to provide, any professional architectural, engineering or surveying services, including:

- (1) The preparing, approving or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
 - (2) Supervisory, inspection, architectural or engineering activities.
- c. The insurance provided to such additional insured does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the written contract or agreement requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the written contract or agreement requires you to provide such coverage or the end of the policy period, whichever is earlier.
- d. The insurance provided to such additional insured is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if the written contract or agreement requires that the insurance provided under this Coverage Part apply on a primary basis or a primary and non-contributory basis, then this insurance is primary to other insurance available to the additional insured which covers that person or organization as a named insured for such loss, and we will not share with that other insurance. But, the insurance provided to the additional insured still is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under such other insurance.
- e. The additional insured must comply with the following duties:
 - (1) Give us written notice as soon as practicable of an "occurrence" which may result in a claim. To the extent possible, such notice should include:
 - (a) How, when and where the "occurrence" took place;
 - (b) The names and addresses of any injured persons and witnesses; and
 - (c) The nature and location of any injury or damage arising out of the "occurrence".
 - (2) If a claim is made or "suit" is brought against the additional insured:
 - (a) Immediately record the specifics of the claim or "suit" and the date received; and
 - (b) Notify us as soon as practicable and see to it that we receive written notice of the claim or "suit" as soon as practicable.
 - (3) Immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
 - (4) Tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover such additional insured for a loss we cover. However, this condition does not affect whether the insurance provided to the additional insured is primary to other insurance available to the additional insured which covers that person or organization as a named insured.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/02/2020

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PRODUCER Doeren Mayhew Insurance Group 305 West Big Beaver Rd. Suite 102 Troy MI 48084	CONTACT NAME: Jill Rothwell PHONE (A/C, No, Ext): (248) 290-0650 FAX (A/C, No): (248) 290-0654 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Frankenmuth Insurance Co. NAIC # 13986
INSURED XPRT LAWN AND SNOW INC 21083 MOUND RD WARREN MI 48091-2903	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: CL209208394

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

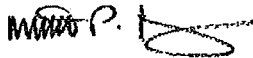
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		BOP6428119	09/15/2020	09/15/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Experience Mod Factor 2 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		BA 6428119	09/15/2020	09/15/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Experience Mod Factor 1 \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 OCCUR CLAIMS-MADE			BOP6428119	09/15/2020	09/15/2021	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> Y	N/A		WC 6428119	09/15/2020	09/15/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is additional insured as respects General Liability and Auto Liability as required by written contract ATIMA. Coverage is primary and non contributory. 30 day notice of cancellation applies.

CERTIFICATE HOLDER

CANCELLATION

City of Troy 4693 Rochester Road Troy MI 48085	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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