

## CITY COUNCIL MINUTES

March 21, 2022

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

Resolution #2022-03-045-J-4e

RESOLVED, That Troy City Council hereby **AWARDS** contracts for seasonal requirements of lawn and yard services for Troy residents using the Home Chore Program with an option to renew for one (1) additional season to the low total bidder, *Zimmerman Lawn & Snow of Roseville, MI*, as the primary contractor, and *Brantley Development, LLC of Inkster, MI*, as secondary contractor at unit prices contained in the bid tabulation opened March 3, 2022; a copy of which shall be **ATTACHED** to the original Minutes of this meeting; contract to expire December 31, 2023.

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

# PURCHASE ORDER

**Ship To**  
CITY 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. 2022-00001343  
DATE: 05/03/2022  
PAGE: 1 of 1  
FOB DESTINATION

EXPIRATION DATE  
12/31/2022  
COUNCIL RESOLUTION  
2022-03-045-J-4e

VENDOR NO. 148841

**Vendor**  
ZIMMERMAN LAWN & SNOW  
26830 FERNWOOD  
ROSEVILLE, MI 48066

| QUANTITY | UNIT | DESCRIPTION                                                                                                                                                | UNIT COST | TOTAL COST  |
|----------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------|
| 1,690    | Each | CDBG Yard Assistance - Mow Single Lots - Less than 1 acre<br>2022 Yard Assistance: Mow single lots - Average 100x180ft.<br>Estimated 65 lots times 26 mows | 27.0000   | \$45,630.00 |
| 650      | Each | CDBG Yard Assistance - Mow Double Lots - 1-2 acres<br>2022 Yard Assistance: Mow Double Lots - 1-2 acres, Estimated<br>25 lots times 26 mows                | 35.0000   | \$22,750.00 |
| 130      | Each | CDBG Yard Assistance - Yard Clean-Up - Single Lots<br>Yard Assistance - Yard Clean-Up Single Lots, Estimated 65 Lots<br>times 2 clean-ups                  | 54.0000   | \$7,020.00  |
| 50       | Each | CDBG Yard Assistance - Yard Clean-Up - Double Lots<br>Yard Assistance - Yard Clean-Up for 1-2 acres - estimated 25<br>lots times 2 clean-ups               | 75.0000   | \$3,750.00  |

Entered By: Andrew Chambliss

\$79,150.00

## Special Instructions:

Council Award Date: 3/21/22 Standard Purchasing Resolution 2: Award to Low Bidders Meeting Specifications - Mowing and Yard Assistance Services - Certificate of Insurance and Endorsement shall be on file for duration of the project

## 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.



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

CITY OF TROY  
BID TABULATION  
LAWN AND YARD SERVICES FOR YARD ASSISTANCE PROGRAM

ITB-COT 22-17  
Page 1 of 1

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

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

**PROPOSAL A: Lawn Care Services for the Yard Assistance Program**

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

**PROPOSAL B: Yard Clean up for the Yard Assistance Program**

| Est. No.                                      | Description                                                            | Price for Yard Clean-up per Each Service Call | Price for Yard Clean-up per Each Service Call | Price for Yard Clean-up per Each Service Call |
|-----------------------------------------------|------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| 72 Lots                                       | Yard clean-up at a residential City of Troy home, up to one acre.      | \$54.00                                       | \$65.00                                       | \$250.00                                      |
| 25 Lots                                       | Yard clean-up at residential City of Troy home, one acre to two acres. | \$75.00                                       | \$85.00                                       | \$350.00                                      |
| <b>PROPOSAL B ESTIMATED TOTAL (2 Weeks):</b>  |                                                                        | <b>\$11,526.00</b>                            | <b>\$13,610.00</b>                            | <b>\$53,500.00</b>                            |
| <b>GRAND TOTAL BOTH SERVICES (Estimated):</b> |                                                                        | <b>\$84,820.00</b>                            | <b>\$106,124.50</b>                           | <b>\$225,490.00</b>                           |

|                                              |                   |               |                  |                 |
|----------------------------------------------|-------------------|---------------|------------------|-----------------|
| <b>REFERENCES:</b>                           | Y or N            | Y             | Y                | Y               |
| <b>CONTACT INFORMATION:</b>                  | Daytime #         | 586-484-1721  | 810-610-0427     | 586-524-9911    |
|                                              | 24 Hour #         | 586-484-1721  | 810-610-0427     | 586-484-1721    |
|                                              | Contact Name      | John Purdue   | Stanley Brantley | Alex Casinelli  |
|                                              | Hrs. of Operation | 7am - 7pm     | 7am - 7pm        | 7:30am - 5:00pm |
| <b>INSURANCE MET:</b>                        | Y or N            | Y             | Y                | Y               |
| <b>PAYMENT TERMS:</b>                        |                   | Net 10 days   | Not Specified    | Net 30          |
| <b>EXCEPTIONS:</b>                           |                   | None          | None             | None            |
| <b>ALL OR NONE AWARD:</b>                    | Y or N            | Y             | N                | N               |
| <b>ACKNOWLEDGEMENTS:</b>                     | Y or N            | N             | Y                | Y               |
| <b>VENDOR QUESTIONNAIRE:</b>                 | Y or N            | Y             | Y                | Y               |
| <b>EXPERIENCE:</b>                           |                   |               |                  |                 |
| Years of experience doing this type of work: |                   | Over 35 Years | 15 Years         | 12 Years        |
| Years of experience doing CDBG work:         |                   | Over 20 Years | 10 Years         | Since 2008      |
| Mowing equipment owned by Firm provided:     | Y or N            | Y             | Y                | Y               |
| <b>FORMS:</b>                                | Y or N            | Y             | Y                | Y               |

**Low Total Bidder**

**ATTEST:**

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

Andrew Chambliss  
Heather Chomiak  
Cindy Stewart

Emily Frontera  
Purchasing Manager



**CITY OF TROY  
BID PROPOSAL**

**ITB-COT 22-17  
Page 1 of 6**

The undersigned proposes to furnish **SEASONAL REQUIREMENTS OF LAWN AND YARD SERVICES FOR THE YARD ASSISTANCE PROGRAM (PREVIOUSLY KNOWN AS THE HOME CHORE PROGRAM) WITH AN OPTION TO RENEW FOR ONE (1) ADDITIONAL SEASON** in accordance with the specifications, which are an integral part of this proposal, at the following prices:

COMPANY NAME Zimmerman Lawn + Snow

**PROPOSAL A: LAWN CARE SERVICES FOR THE YARD ASSISTANCE PROGRAM**

| Est. No. | Description                                                                | Price for Lawn Care Service per Each Service Call |
|----------|----------------------------------------------------------------------------|---------------------------------------------------|
| 72 Lots  | Lawn-care service at a residential City of Troy home, up to one acre.      | \$ 27.00                                          |
| 25 Lots  | Lawn-care service at residential City of Troy home, one acre to two acres. | \$ 35.00                                          |

**PROPOSAL B: YARD CLEAN UP FOR THE YARD ASSISTANCE PROGRAM**

| Est. No. | Description                                                            | Price for Yard Clean-up per Each Service Call |
|----------|------------------------------------------------------------------------|-----------------------------------------------|
| 72 Lots  | Yard clean up at a residential City of Troy home, up to one acre.      | \$ 54.00                                      |
| 25 Lots  | Yard clean-up at residential City of Troy home, one acre to two acres. | \$ 75.00                                      |

**NOTE:** Proposals A & B depend upon Community Development Block Grant Funding (CDBG) sources being approved. Businesses owned by women or minorities are strongly encouraged to apply. The City reserves the right to cancel either one of the proposals or cancel the entire contract if funding is not approved.

**ESTIMATED QUANTITIES:**

Estimated numbers stated are approximate and not guaranteed. The numbers will be used for award purposes only. It is assumed that the services required will be dependent upon the number of qualified applicants.

**GENERAL:**

Approximately 97 residents have qualified and will participate in the Yard Assistance Lawn Care Program. Due to the nature of this program, the number of homeowners will change throughout the term of the contract. The successful contractor will be notified as changes are made. The City of Troy prefers companies with CDBG experience.

**INFORMATION:**

For additional general information or questions about the specifications, please contact Cindy Stewart, Community Affairs Director, at (248) 524-1147 between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.

**SITE INSPECTION**

The City does not provide addresses for the CDBG Yard Assistance program prior to the awarding of the bid for safety and confidentiality purposes. Lists with the addresses, contact information and lot size (as recorded by the Assessing Department) are provided to the contractor performing the service. All sites are located in the City of Troy. Sizes will be one of the following: **Residential up to one acre, and Residential up to two acres.**

The evaluation and award of this bid shall be a combination of factors including, but not limited to the following: prior experience performing service for the City of Troy, bid price, professional competence, experience working with CDBG contracts, equipment fleet, references, the correlation of the proposal submitted to the needs of the City of Troy, and any other factors considered to be in the City of Troy's best interest. The City reserves the right to award this bid to the lowest qualified bidder(s) meeting specifications for each proposal according to CDBG guidelines or to combine proposals, whatever is in the City's best interest; to reject low bids which have major deviations from specifications, and to accept a higher bid which has only minor deviations.

**AWARD:**

The evaluation and award of this bid shall be a combination of factors including but not limited to the following: bid price, professional competence, equipment fleet, references, the correlation of the proposal submitted to the needs of the City of Troy, and any other factors considered to be in the City of Troy's best interest. The City reserves the right to award this bid to the lowest acceptable total bidder meeting specifications; to reject low bids which have major deviations from specifications, and to accept a higher bid which has only minor deviations; to make an award in whatever is deemed to be in the City's best interest.

It is the intent of the City to qualify one Primary and one Secondary contractor to provide Lawn and Yard Services. In the event the Primary contractor has not responded to requests for service under the terms of the contract, the Secondary contractor will be contacted. If necessary, the City of Troy reserves the right to consider the Primary contractor in default of contract, and to award the entire contract to the Secondary contractor under the same prices, terms and conditions as originally bid.

**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.

**PURCHASE ORDER:**

After approval of the successful bidder(s) by the Troy City Council, the 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 will be released upon the City's acceptance of the specified insurance. A contract document/agreement will be issued to the awarded vendor, **in accordance with the terms and conditions as outlined in the *Oakland County CDBG, Public Service Contract.***

**CONTRACT FORMS:**

Bidders should complete 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.

COMPANY NAME: Zimmerman Lawn & Snow

**CONTRACT TERMINATION:**

The City of Troy shall reserve the right to terminate the contract upon 15 days written notice due to poor performance. The City of Troy Public Works Director or his designated representative will be solely responsible for determining acceptable performance levels. His/her decision will be deemed in the City of Troy's best interest and will be final

**DOWN PAYMENTS OR PREPAYMENTS:**

Any bid received which requires a down payment or prepayment of any kind prior to performance of the service required and acceptance, as being in conformance with specifications will not be considered for award.

**PAYMENT TERMS:**

The City will pay only for the actual number of homes serviced. The successful contractor will provide a monthly invoice along with a schedule showing the date that each location was serviced. The City of Troy will verify that all work was completed satisfactorily before any invoice will be paid.

**REFERENCES**

The City of Troy requires that your company list at least three (3) organizations who have recently had similar work performed by your company. Include Municipal and CDBG prior experience, if any.

City of Madison Heights

COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: 248-545-3464 CONTACT: Heather Parker  
EMAIL: HeeatherParker@Madison-Heights.org

COMPANY: Macomb Community Action  
ADDRESS: \_\_\_\_\_  
PHONE: 586-469-5524 CONTACT: Elizabeth Goudie  
EMAIL: elizabeth.goudie@macombgov.org

COMPANY: Oakview Apts.  
ADDRESS: \_\_\_\_\_  
PHONE: 586-598-0300 CONTACT: Doug  
EMAIL: \_\_\_\_\_

**BIDDER'S GENERAL QUESTIONNAIRE:**

All bidders shall fill out completely the attached general questionnaire and submit it with the bid proposal.

**CONTACT INFORMATION:**

The contractor will provide a daytime phone number and contact person, and a 24-hour phone number and contact person, along with hours of operation.

Daytime phone number 586-484-1721 Contact Name: John Purdue  
24-hour phone number 586-484-1721 Hours of operation: 7am-7pm

**OTHER LAWS AND REGULATIONS TO BE OBSERVED:**

The Contractor(s) shall at all times observe and comply with all Federal (including E-Verify), State and local laws, ordinances and regulations. The Contractor(s) shall indemnify and hold harmless the City and all its officers, representatives, agents and employees against any claim of liability arising from or based on the violation of any such law, ordinance, or regulation whether by the Contractor(s), it's employees or any subcontractors.

COMPANY NAME: Zimmerman Lawn & Snow

**INSURANCE:**

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.

- ☒ ( x ) 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.

**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.

COMPANY NAME: Zimmerman Lawn & Snow

**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: Zimmerman Lawn & Snow



### SIGNATURE PAGE

**PRICES:** All bidders are held to bid prices for sixty (60) days or bid award, whichever comes first, except the successful bidder(s) whose prices shall remain firm for the entire contract period. The contract shall commence on or about **April 1, 2022 and expire on December 31, 2022**. The contract shall contain an option to renew for one (1) additional season based upon mutual consent of both parties within ninety (90) days of contract expiration under the same prices, terms and conditions. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without a blanket purchase order issued. The City of Troy may terminate this contract for convenience upon fifteen (15) days written notice.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

**NOTE:** The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addenda as issued.

TAX ID: 276-54-6671

COMPANY Zimmerman Lawn & Snow

ADDRESS 26830 Fernwood CITY Roseville STATE: MI. ZIP 48066

TELEPHONE NUMBER 586-484-1721 FAX NUMBER \_\_\_\_\_

AUTHORIZED COMPANY REPRESENTATIVE'S NAME: John Purdue  
(Print)

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

PAYMENT TERMS: Net 10 days EMAIL: zimmermanzim@comcast.net

### ALL OR NONE AWARD

☒ CHECK THIS BOX IF YOUR BID IS NOT TO BE BROKEN UP BY PROPOSAL AND BASED ON AN ALL OR NONE AWARD

**EXCEPTIONS:** Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reasons for the exception, deviation, etc. are an integral part of this bid offer.

### ACKNOWLEDGEMENT:

I, John Purdue, certify that I have read the **Instructions to Bidders** (3 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi) and is an official copy of the Authorized Version.

**SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:** \_\_\_\_\_

**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.

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

**CURRENCY:** All prices quoted are to be in U.S. Currency.



### VENDOR QUESTIONNAIRE

DATE: \_\_\_\_\_  
Month/Date/Year

COMPANY NAME: Zimmerman Lawn & Snow

ESTABLISHED: March, 19 94 or 20 \_\_\_\_\_ STATE: MI.

TYPE OF ORGANIZATION: (Circle One)

- a. Individual
- b. Partnership
- c. Corporation
- d. Joint Venture
- e. Other \_\_\_\_\_

YEARS IN BUSINESS: 27

If applicable:

FORMER COMPANY NAME(S)

YEARS IN BUSINESS

Please provide the following information regarding your company.

1. Number of years experience doing this type of work: over 35 Years
2. Does your company have CDBG experience? Yes x No \_\_\_\_\_
  - a. If yes, How many years of CDBG Experience over 20 Years
  - b. List the entities for whom you have held CDBG contracts in the last ten (10) years:

| Agency Name             | Contact Person   | Phone No.    | Dates of Service  |
|-------------------------|------------------|--------------|-------------------|
| City of Madison Heights | Heather Parker   | 248-545-3464 | 1998-2008 2016-21 |
| Macomb Community        | Elizabeth Goudie | 586-469-5524 | 2010-21           |
| City of Troy            |                  |              | 2008-09           |
|                         |                  |              |                   |
|                         |                  |              |                   |

3. List all mowing equipment owned by your firm; include make, model number, year, and mowing widths.

exmark lazer riders 5 2-52" 3-60" 2 toro riders 32" 2018-2021

4. Indicate the number of full-time and part-time employees employed by your company:

Full-time: 6  
Part-time: 3

5. If applicable, list all proposed subcontractors to be used in the performance of lawn mowing and yard clean up services as detailed in the attached specifications.

---

---

---

---

---

6. Identify those in your company who will be responsible, including on-site supervision, for this contract. Include credentials of principals and those who will be working on this project.

John Purdue (owner)

---

---

---

---

---

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

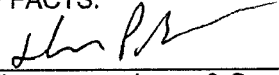
Company:

Address:

Phone Number:

Representative's Name:

Date:

  
Zimmerman Lawn & Snow

26830 Fernwood

Roseville MI. 48066

586-484-1721

John Purdue

(Print)  
3/28/22



### Agreement

I, Zimmerman Lawn & Snow, will indemnify the City of Troy, its agents, officials, and employees, against all suits or claims that may be based on any injury to persons or property that is the result of an error, omission, or negligent act of mine or any person employed by me.

Signed: ~~John Purdue owner~~ [Signature] owner  
Print: John Purdue owner  
Address: 26830 Fernwood  
Roseville MI. 48066

Witnesses: **(other than relative)**

1. [Signature]  
Signed  
WM MISANY  
Print
2. [Signature]  
Signed  
Renee M<sup>c</sup>Coy  
Print



## **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 \_\_\_\_\_ for whom \_\_\_\_\_, bearing the office title of \_\_\_\_\_, 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:**

John Purdue      Owner      



CITY OF TROY  
OAKLAND COUNTY, MICHIGAN  
NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

John Purdue, being duly sworn deposed, says that he/she  
(Print Full Name)

is Owner. 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 agree, 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]  
SIGNATURE OF PERSON SUBMITTING BID

ERICA KIMBROUGH  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires Jan. 20, 2028  
Acting in the County of Macomb

[Signature]  
NOTARY'S SIGNATURE

Subscribed and sworn to before me this 1<sup>st</sup> day of March,  
2022 in and for Macomb County.

My commission expires:  
January 20, 2028



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

The undersigned, the owner or authorized officer of Zimmerman Lawn & Snow (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 Zimmerman Lawn & Snow and any member of the City of Troy City Council or City of Troy management.

**List any Familial Relationships:**

**BIDDER:**

By: [Signature]  
Its: owner

STATE OF MICHIGAN )  
 )ss.  
COUNTY OF Macomb )

This instrument was acknowledged before me on the 24 day of Feb, 2022,  
by John Purdue

Kathleen M. Peters  
**KATHLEEN M. PETERS**  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires Nov. 14, 2022  
Acting in the County of Macomb



**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                  | Zimmerman Lawn & Snow |
| Street Address              | 26830 Fernwood        |
| City                        | Roseville MI          |
| State, Zip                  | MI. 48066             |
| Corporate I.D. Number/State | —                     |
| Taxpayer I.D. #             | 276-54-6671           |

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: John Purdue (owner)

Printed Name of Vendor's Authorized Agent: John Purdue

Witness Signature: Kathleen M Peters

Printed Name of Witness: Kathleen M Peters





**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.**

Zimmerman Lawn & Snow

Name of Agency/Company/Firm (Please Print)

John Purdue Owner

Name and title of authorized representative (Please Print)

[Signature]

3-1-22

Signature of authorized representative

Date

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



**CITY OF TROY  
BID PROPOSAL**

**ITB-COT 22-17**  
Page 1 of 6

The undersigned proposes to furnish **SEASONAL REQUIREMENTS OF LAWN AND YARD SERVICES FOR THE YARD ASSISTANCE PROGRAM (PREVIOUSLY KNOWN AS THE HOME CHORE PROGRAM) WITH AN OPTION TO RENEW FOR ONE (1) ADDITIONAL SEASON** in accordance with the specifications, which are an integral part of this proposal, at the following prices:

COMPANY NAME Brantley Development LLC

**PROPOSAL A: LAWN CARE SERVICES FOR THE YARD ASSISTANCE PROGRAM**

| Est. No. | Description                                                                | Price for Lawn Care Service per Each Service Call |
|----------|----------------------------------------------------------------------------|---------------------------------------------------|
| 72 Lots  | Lawn-care service at a residential City of Troy home, up to one acre.      | \$ 34.75                                          |
| 25 Lots  | Lawn-care service at residential City of Troy home, one acre to two acres. | \$ 42.25                                          |

**PROPOSAL B: YARD CLEAN UP FOR THE YARD ASSISTANCE PROGRAM**

| Est. No. | Description                                                            | Price for Yard Clean-up per Each Service Call |
|----------|------------------------------------------------------------------------|-----------------------------------------------|
| 72 Lots  | Yard clean up at a residential City of Troy home, up to one acre.      | \$ 65.00                                      |
| 25 Lots  | Yard clean-up at residential City of Troy home, one acre to two acres. | \$ 85.00                                      |

**NOTE:** Proposals A & B depend upon Community Development Block Grant Funding (CDBG) sources being approved. Businesses owned by women or minorities are strongly encouraged to apply. The City reserves the right to cancel either one of the proposals or cancel the entire contract if funding is not approved.

**ESTIMATED QUANTITIES:**

Estimated numbers stated are approximate and not guaranteed. The numbers will be used for award purposes only. It is assumed that the services required will be dependent upon the number of qualified applicants.

**GENERAL:**

Approximately 97 residents have qualified and will participate in the Yard Assistance Lawn Care Program. Due to the nature of this program, the number of homeowners will change throughout the term of the contract. The successful contractor will be notified as changes are made. The City of Troy prefers companies with CDBG experience.

**INFORMATION:**

For additional general information or questions about the specifications, please contact Cindy Stewart, Community Affairs Director, at (248) 524-1147 between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.

### **SITE INSPECTION**

The City does not provide addresses for the CDBG Yard Assistance program prior to the awarding of the bid for safety and confidentiality purposes. Lists with the addresses, contact information and lot size (as recorded by the Assessing Department) are provided to the contractor performing the service. All sites are located in the City of Troy. Sizes will be one of the following: **Residential up to one acre, and Residential up to two acres.**

The evaluation and award of this bid shall be a combination of factors including, but not limited to the following: prior experience performing service for the City of Troy, bid price, professional competence, experience working with CDBG contracts, equipment fleet, references, the correlation of the proposal submitted to the needs of the City of Troy, and any other factors considered to be in the City of Troy's best interest. The City reserves the right to award this bid to the lowest qualified bidder(s) meeting specifications for each proposal according to CDBG guidelines or to combine proposals, whatever is in the City's best interest; to reject low bids which have major deviations from specifications, and to accept a higher bid which has only minor deviations.

### **AWARD:**

The evaluation and award of this bid shall be a combination of factors including but not limited to the following: bid price, professional competence, equipment fleet, references, the correlation of the proposal submitted to the needs of the City of Troy, and any other factors considered to be in the City of Troy's best interest. The City reserves the right to award this bid to the lowest acceptable total bidder meeting specifications; to reject low bids which have major deviations from specifications, and to accept a higher bid which has only minor deviations; to make an award in whatever is deemed to be in the City's best interest.

It is the intent of the City to qualify one Primary and one Secondary contractor to provide Lawn and Yard Services. In the event the Primary contractor has not responded to requests for service under the terms of the contract, the Secondary contractor will be contacted. If necessary, the City of Troy reserves the right to consider the Primary contractor in default of contract, and to award the entire contract to the Secondary contractor under the same prices, terms and conditions as originally bid.

### **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.

### **PURCHASE ORDER:**

After approval of the successful bidder(s) by the Troy City Council, the 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 will be released upon the City's acceptance of the specified insurance. A contract document/agreement will be issued to the awarded vendor, **In accordance with the terms and conditions as outlined in the Oakland County CDBG, Public Service Contract.**

### **CONTRACT FORMS:**

Bidders should complete 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.

COMPANY NAME: Brantley Development LLC

**CONTRACT TERMINATION:**

The City of Troy shall reserve the right to terminate the contract upon 15 days written notice due to poor performance. The City of Troy Public Works Director or his designated representative will be solely responsible for determining acceptable performance levels. His/her decision will be deemed in the City of Troy's best interest and will be final.

**DOWN PAYMENTS OR PREPAYMENTS:**

Any bid received which requires a down payment or prepayment of any kind prior to performance of the service required and acceptance, as being in conformance with specifications will not be considered for award.

**PAYMENT TERMS:**

The City will pay only for the actual number of homes serviced. The successful contractor will provide a monthly invoice along with a schedule showing the date that each location was serviced. The City of Troy will verify that all work was completed satisfactorily before any invoice will be paid.

**REFERENCES**

The City of Troy requires that your company list at least three (3) organizations who have recently had similar work performed by your company. Include Municipal and CDBG prior experience, if any.

COMPANY: City of Troy  
ADDRESS: 500 W Big Beaver Road, Troy  
PHONE: 248.524.1147 CONTACT: Cindy Stewart  
EMAIL: Cindy.Stewart@troymi.gov

COMPANY: City of Dearborn  
ADDRESS: 16901 Michigan Ave, Dearborn, MI 48126  
PHONE: 313-943-2048 CONTACT: Jordan Roberts  
EMAIL: jroberts@ci.dearborn.mi.us

COMPANY: Michigan Department of Transportation  
ADDRESS: MDOT Oakland TSC 800 Vanguard Drive, Pontiac, MI  
PHONE: (248) 431-2887 CONTACT: William Bair  
EMAIL: bairw@michigan.gov

**BIDDER'S GENERAL QUESTIONNAIRE:**

All bidders shall fill out completely the attached general questionnaire and submit it with the bid proposal.

**CONTACT INFORMATION:**

The contractor will provide a daytime phone number and contact person, and a 24-hour phone number and contact person, along with hours of operation.

Daytime phone number 810-610-0427 Contact Name: Stanley Brantley  
24-hour phone number 810-610-0427 Hours of operation: 7 am - 7 pm

**OTHER LAWS AND REGULATIONS TO BE OBSERVED:**

The Contractor(s) shall at all times observe and comply with all Federal (including E-Verify), State and local laws, ordinances and regulations. The Contractor(s) shall indemnify and hold harmless the City and all its officers, representatives, agents and employees against any claim of liability arising from or based on the violation of any such law, ordinance, or regulation whether by the Contractor(s), its employees or any subcontractors.

COMPANY NAME: Brantley Development LLC

**INSURANCE:**

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.

**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.

COMPANY NAME: Brantley Development LLC

**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.

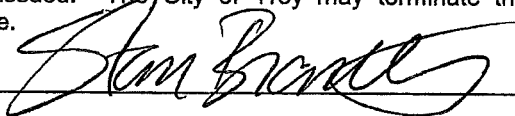
**FINAL INSURANCE CERTIFICATE SUBMISSION:**

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 LLC

### SIGNATURE PAGE

**PRICES:** All bidders are held to bid prices for sixty (60) days or bid award, whichever comes first, except the successful bidder(s) whose prices shall remain firm for the entire contract period. The contract shall commence on or about **April 1, 2022 and expire on December 31, 2022**. The contract shall contain an option to renew for one (1) additional season based upon mutual consent of both parties within ninety (90) days of contract expiration under the same prices, terms and conditions. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without a blanket purchase order issued. The City of Troy may terminate this contract for convenience upon fifteen (15) days written notice.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: 

**NOTE:** The undersigned has checked carefully the bid figures and understands that he/she shall be responsible for any error or omission in this bid offer and is in receipt of all addenda as issued.

TAX ID: 36-415-78904

COMPANY Brantley Development LLC

ADDRESS 2648 Bayhan CITY Inkster STATE: MI ZIP 48141

TELEPHONE NUMBER 810-610-0427 FAX NUMBER \_\_\_\_\_

AUTHORIZED COMPANY REPRESENTATIVE'S NAME: Stanley Brantley  
(Print)

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: \_\_\_\_\_

PAYMENT TERMS: \_\_\_\_\_ EMAIL: Brantley\_Development@yahoo.com

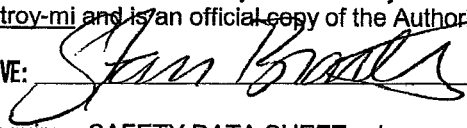
#### ALL OR NONE AWARD

☐ CHECK THIS BOX IF YOUR BID IS NOT TO BE BROKEN UP BY PROPOSAL AND BASED ON AN ALL OR NONE AWARD

**EXCEPTIONS:** Any exceptions, substitutions, deviations, etc. from the City specifications and this proposal must be stated below. The reasons for the exception, deviation, etc. are an integral part of this bid offer.

#### ACKNOWLEDGEMENT:

I, Stanley Brantley, certify that I have read the **Instructions to Bidders** (3 Pages) and that the bid proposal documents contained herein were obtained directly from the City's Purchasing Department or MITN website, www.bidnetdirect.com/city-of-troy-mi and is an official copy of the Authorized Version.

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE: 

**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.

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

**CURRENCY:** All prices quoted are to be in U.S. Currency.



## VENDOR QUESTIONNAIRE

DATE: 02/27/2022  
Month/Date/Year

COMPANY NAME: Brantley Development LLC

ESTABLISHED: 05/29, 19 97 or 20      STATE: Michigan

TYPE OF ORGANIZATION: (Circle One)

- a. Individual
- b. Partnership
- c. Corporation
- d. Joint Venture
- e. Other

YEARS IN BUSINESS: 24

If applicable:

FORMER COMPANY NAME(S)

YEARS IN BUSINESS

Please provide the following information regarding your company.

1. Number of years experience doing this type of work: 15 Years
2. Does your company have CDBG experience? Yes ☒ No ☐
  - a. If yes, How many years of CDBG Experience 10 Years
  - b. List the entities for whom you have held CDBG contracts in the last ten (10) years:

| Agency Name             | Contact Person | Phone No.                  | Dates of Service |
|-------------------------|----------------|----------------------------|------------------|
| City of Troy            | Cindy Stewart  | 248.524.1147               |                  |
| City of Rochester Hills | Keri Bright    | brightk@rochesterhills.org |                  |
| City of Auburn Hills    | Karen Adcock   | 248-370-9353               |                  |
|                         |                |                            |                  |
|                         |                |                            |                  |
|                         |                |                            |                  |
|                         |                |                            |                  |

3. List all mowing equipment owned by your firm; include make, model number, year, and mowing widths. Please see attached memo for list of equipment

---

---

---

---

---



4. Indicate the number of full-time and part-time employees employed by your company:

Full-time: 4  
Part-time: 10

5. If applicable, list all proposed subcontractors to be used in the performance of lawn mowing and yard clean up services as detailed in the attached specifications.

---

---

---

---

---

6. Identify those in your company who will be responsible, including on-site supervision, for this contract. Include credentials of principals and those who will be working on this project.

---

Stanley Brantley will assign a mowing crew when the season starts

---

---

---

---

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Signature of Authorized Company Representative:

Company:

Address:

Phone Number:

Representative's Name:

Date:

  
Brantley Development LLC

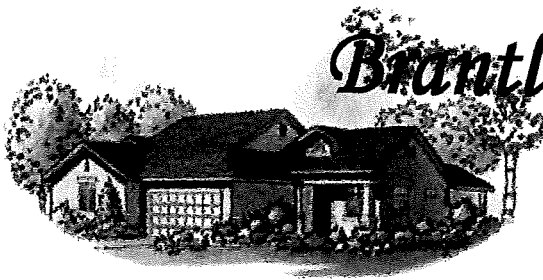
2648 Bayhan

Inkster, Michigan 48141

810-610-0427

Stanley Brantley

(Print)  
02/27/2022

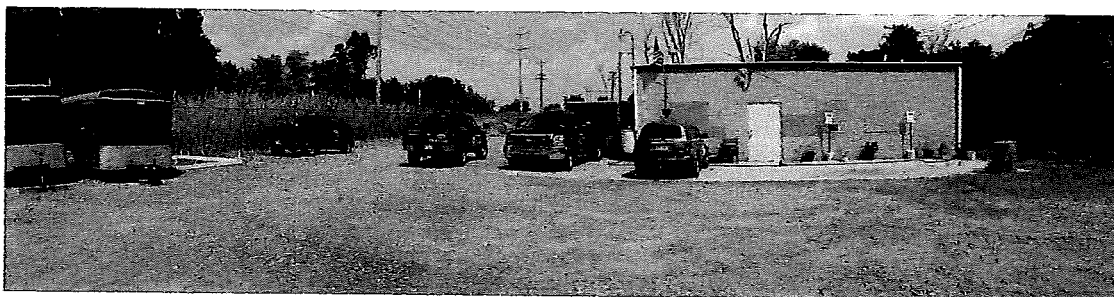


# Brantley Development LLC

## Landscape & Construction

### Equipment List

| Quantity | Year | Make   | Model          |                     |
|----------|------|--------|----------------|---------------------|
| 1        | 2005 | Haulin | 6X12           | Cargo trailer       |
| 1        | 2009 | Haulin | 7X14           | Cargo trailer       |
| 1        | 2010 |        | 16'            | Landscape trailer   |
| 1        | 2005 |        |                | 5X8 open trailer    |
| 1        | 2015 |        | 24'            | Cargo trailer       |
| 1        | 2010 | Exmark | 60" Lazer Z    | 60" zero turn mower |
| 3        | 2015 | Exmark | 60" Lazer Z    |                     |
| 2        | 2009 | Exmark | 52" Lazer Z    | 52" zero turn mower |
| 3        | 2009 | Exmark | 36" Viking     | walk behind mower   |
| 1        | 2017 | Exmark | 60" Lazer Z    | Zero turn mower     |
| 1        | 2017 | Exmark | 72" Lazer Z    | Zero Turn Mower     |
| 1        | 2018 | Exmark | 72" Lazer Z    | Zerp Turn Mower     |
| 1        | 2015 | Exmark | 36"            | 36" walk behind     |
| 2        | 2021 | Exmark | 72" Lazer Z    | Zero Turn Mower     |
| 1        | 2021 | Exmark | 60" Lazer Z    | Stand on Mower      |
| 1        | 2009 | Exmark | 32" Viking     | Walk-behind mower   |
| 2        | 2013 | Exmark | 30"            | Push Mowers         |
| 8        |      | Redmax | TR2301         | Trimmers            |
| 1        | 2017 | Chevy  | Silverado 3500 | Dump body           |
| 1        | 2015 | Chevy  | Silverado 3500 | Landscape body      |
| 1        | 2011 | Chevy  | Silverado 2500 |                     |
| 1        | 2013 | Chevy  | Silverado 2500 |                     |
| 1        | 2006 | Chevy  | HHR            |                     |
| 1        | 2009 | Chevy  | Silverado 1500 |                     |
| 1        | 2007 | Chevy  | Tahoe          |                     |
| 8        |      | Redmax |                | Backpack blowers    |
|          |      |        |                |                     |





## Agreement

I, Stanley Brantley, will indemnify the City of Troy, its agents, officials, and employees, against all suits or claims that may be based on any injury to persons or property that is the result of an error, omission, or negligent act of mine or any person employed by me.

Signed:

Print:

Address:

*Stanley Brantley*

Stanley Brantley

2648 Bayhan

Inkster, Michigan 48141

Witnesses: **(other than relative)**

1.

Signed \_\_\_\_\_

Print \_\_\_\_\_

2.

Signed \_\_\_\_\_

Print \_\_\_\_\_



**CITY OF TROY**

**SOLE PROPRIETOR WORKER'S COMPENSATION RELEASE FORM**

I, Stanley Brantley, as an Independent Contractor performing work and/or services for the City of Troy, acknowledge that I am a Sole Proprietor business and will not employ any person(s) in the work to be performed for the City of Troy under this contract (\_\_\_\_\_).

I, am familiar with the requirements of the Workers' Disability Compensation Act, and as a Sole Proprietor with no employees, I further acknowledge that I am not subject to the Workers' Disability Compensation Act of the State of Michigan.

In consideration of being awarded this contract, I agree to give up any and all claims against the City and to hold harmless the City of Troy for any and all injuries or illness that I may sustain during the course or as a result of this contract.

I hereby agree to notify the City of Troy in writing prior to hiring any person(s), full time or part time, to assist in this contract and to secure workers' compensation insurance prior to any person beginning work or assisting in the performance of work under this contract or otherwise become subject to the Workers' Disability Compensation Act of Michigan.



02/27/2022

Signature

Date

Stanley Brantley

Print

**Witness (other than relative)**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print



## **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 Michigan for whom Stanley Brantley, bearing the office title of Owner, whose signature is affixed to this proposal, is duly authorized to execute contracts.

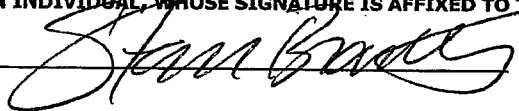
---

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 LLC

Name of Agency/Company/Firm (Please Print)

Stanley Brantley

Name and title of authorized representative (Please Print)

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              | 2648 Bayhan              |
| City                        | Inkster                  |
| State, Zip                  | Michigan 48141           |
| Corporate I.D. Number/State |                          |
| Taxpayer I.D. #             | 36-4157904               |

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:

A handwritten signature in black ink, appearing to read 'Stan Brantley', written over a horizontal line.

Printed Name of Vendor's Authorized Agent:

Stanley Brantley

Witness Signature: \_\_\_\_\_

Printed Name of Witness: \_\_\_\_\_



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

The undersigned, the owner or authorized officer of Brantley Development LLC (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 Brantley Development LLC and any member of the City of Troy City Council or City of Troy management.

**List any Familial Relationships:**

BIDDER: Stanley Brantley

By: Stanley Brantley

Its: Owner

STATE OF MICHIGAN )

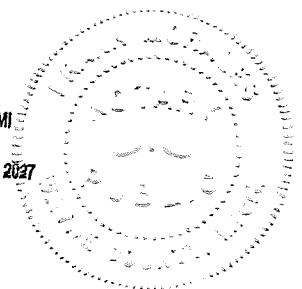
)ss.

COUNTY OF Wayne )

This instrument was acknowledged before me on the 28<sup>th</sup> day of Feb, 2022, by

Frank Morales

FRANK MORALES  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF WAYNE  
MY COMMISSION EXPIRES Sep 1, 2027  
ACTING IN COUNTY OF







**CITY OF TROY  
OAKLAND COUNTY, MICHIGAN  
NON-COLLUSION AFFIDAVIT**

TO WHOM IT MAY CONCERN:

Stanley Brantley, being duly sworn deposed, says that he/she  
(Print Full Name)

is Owner. 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 agree, 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.

Stanley Brantley  
SIGNATURE OF PERSON SUBMITTING BID

Frank Morales  
NOTARY'S SIGNATURE

Subscribed and sworn to before me this 28<sup>TH</sup> day of Feb, 2022

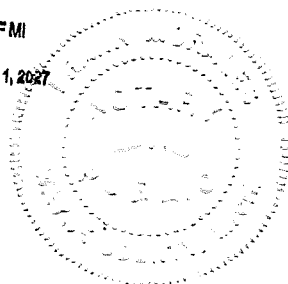
in and for

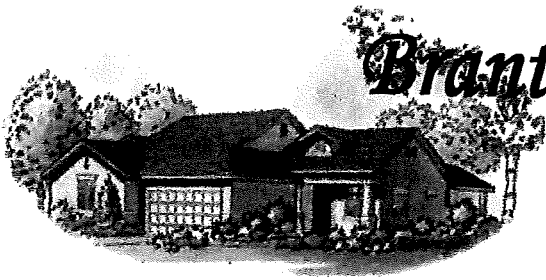
Wayne County.

My commission expires:

9/01/2027

FRANK MORALES  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF WAYNE  
MY COMMISSION EXPIRES Sep 1, 2027  
ACTING IN COUNTY OF





# Brantley Development LLC

*Landscape & Construction*

February 28, 2022

City of Troy  
Purchasing Division  
500 W Big Beaver road  
Troy, Michigan 48084

Re: ITB-COT 22-17

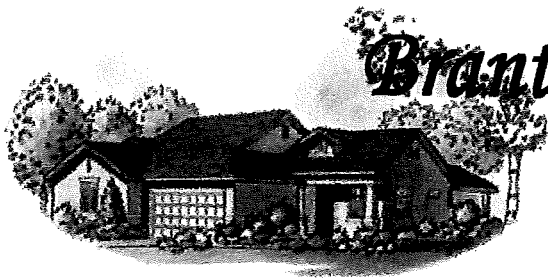
Dear Ms. Murz,

With this letter, we are transmitting our qualifications for Lawn and Yard Service for the Community Development Block Grant Program in the City of Troy. We are licensed and insured. In 2021 we provided lawn service under the CDBG Program for the City of Troy. We understand the basic needs of your senior citizens and would like to continue to offer our services.

If you have any questions or require any additional information, please contact me at (810) 610-0427.

Sincerely

Stanley Brantley Owner



# **Brantley Development LLC**

## *Landscape & Construction*

### **Firm Introduction & History**

Brantley Development LLC is a minority-owned and operated company serving the Detroit region since 1995. We are a licensed and insured contractor, providing Michigan businesses and individuals with superior home improvement and landscape services.



Brantley Development LLC was founded in Flint, Michigan in 1995 by Stanley Brantley. After graduating from college with a degree in Community and Regional Planning and working as a landscape supervisor with Genesee County Parks and Recreation Former Arboretum and various other landscape companies, Mr. Brantley started providing a handyman and landscape service independently.

As his reputation grew, the Flint Journal newspaper printed an article on him and the work he was doing in the community. Since then, the company has continued to grow and in 2005, Brantley Development LLC expanded to include the Detroit Region. Today, Brantley Development LLC provides residential home improvements and property management services to residents, non-profit and government agencies.

### **Statement of Project**

Brantley Development LLC is proposing to provide Lawn and landscape services for the City of Troy senior program. Brantley Development LLC will approach this project by responding to all requests from the City. We shall cut, trim, and remove debris as stated in the scope of services.

Brantley Development LLC will provide all tools, transportation, and labor to meet the requirements of the contract. Below is a list of vital equipment that Brantley Development has at its disposal for use.

Brantley Development LLC has the financial ability to lease and/or purchase any additional equipment necessary to meet the needs of the Township.

### **Maintenance Plan**

Our staff will coordinate with the Senior Service department to develop a schedule and route to ensure all properties are addressed in a timely manner.



# **Brantley Development LLC**

## *Landscape & Construction*

### **Insurance**

Brantley Development can meet all insurance requirements and will have its insurance agent forward all updated insurance documents to the City of Dearborn purchasing department.

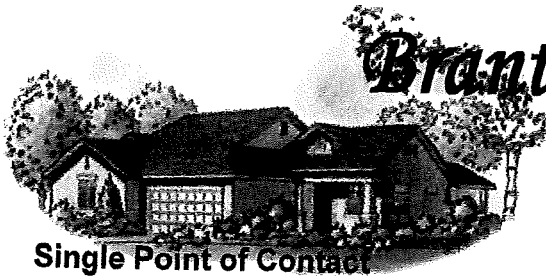
### **Management Summary**

A critical component to any successful venture is maintaining open lines of communication. This is essential not only between The City and Brantley Development LLC, but also between the seniors and our staff. Any breakdown in communication can lead to a safety concern for residents and Brantley Development staff. In the past, Brantley Development has maintained very good communication with the managers and staff of the City of Troy and we pride ourselves on maintaining that level of communication with all parties.

Our staff and vehicles are easily identified with company name and logo on them. Our vehicles are outfitted with strobe lights and utilize up to date GPS systems for routing purposes. All crew leaders have digital cameras and cell phones for immediate access. Brantley Development staff has provided services to municipalities in the past and has established strict guidelines for dealing with any conflict that may arise with individuals. We will be assigning crew leaders that have previously worked in similar areas under previous contracts. This will ensure that our crews know what level of service is expected.



2648 Bayhan, Inkster, Michigan 48141  
Office: (810) 610-0427 • Email: [Brantley\\_Development@yahoo.com](mailto:Brantley_Development@yahoo.com)  
Website: [www.BrantleyDevelopmentLLC.com](http://www.BrantleyDevelopmentLLC.com)



# **Brantley Development LLC**

## *Landscape & Construction*

Brantley Development will assign a project manager to handle all aspects of this project undertaken between Brantley Development and the City. Stanley Brantley, Owner will initially perform those duties and will be responsible for coordinating Brantley Development staff work detail until otherwise notified.

Stanley Brantley, the owner has work experience with Genesee County Parks and Recreation For-Mar Arboretum as a landscape supervisor and True Green Chem lawn prior to starting Brantley Development. In addition, Stanley Brantley has a Bachelor's Degree in Community and Regional Planning from Iowa State University, A Master Degree in Public Administration, and fifteen years of experience as an Associate Planner with Genesee County Metropolitan Planning Commission. In 2021, he successfully managed over 20 municipal contracts, including a multi-year contract with the City of Dearborn City of Troy and the Michigan Department of Transportation.

### **Professional Recommendations**

Robert Jordan, City of Dearborn Neighborhood Services, 313-943-2161  
Bob White, City of Rochester Hills, 248-841-2441  
Jan Hanway, City of Warren, 586-574-4676  
Karen Adcock, City of Auburn Hills, 248-730-9353  
Mary Anne Bennett, City of Rochester Hills OPC, 248-608-0249  
William Bair, MDOT, (248 ) 431-2887  
Cindy Stewart, City of Troy, (248) 524 1147

### **Professional Licenses**

Michigan Residential Builders Licenses  
Michigan Lead Supervisors Certification  
Michigan Pesticides 3A Certification

### **Authorized Negotiator**

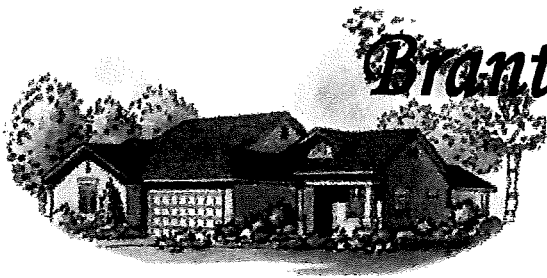
Brantley Development LLC authorized negotiations on this proposal contact are:

Stanley Brantley (810) 610-0427.

All email correspondence is to be sent to  
[Brantley\\_Development@yahoo.com](mailto:Brantley_Development@yahoo.com)



2648 Bayhan, Inkster, Michigan 48141  
Office: (810) 610-0427 • Email: [Brantley\\_Development@yahoo.com](mailto:Brantley_Development@yahoo.com)  
Website: [www.BrantleyDevelopmentLLC.com](http://www.BrantleyDevelopmentLLC.com)



# **Brantley Development LLC**

## *Landscape & Construction*

### **Project Experience**

Brantley Development LLC has been providing home improvement and landscape services to residents, non-profit and government agencies in the Flint and Metro Detroit area since 1995. Below is a list of our past and current clients.

- City of Dearborn, Property Maintenance, 2010 - 2022
- City of Dearborn Heights, Ordinance Violation Grass & Weed Program, 2010 - 2011
- City of Rochester Hills, Property Maintenance Contractor 2011 - 2019
- Internal Revenue Service, Property Maintenance Contractor, 2011
- City of Flint, Weed Abatement Contractor, 2009
- City of Warren, Ordinance Violations Contractor, 2009
- City Of Warren , 8 mile Mowing Contractor, 2016-2017
- Union Grace Church, Detroit, MI, Snow Plowing Service, 2011 - 2013
- MDOT, M-5 Boulevard Mowing, 2012 – 2022
- MDOT, Carpool lot mowing Contractor, 2015-2022
- MDOT, M1 (Woodward Ave)mowing Contractor 2016-2022
- MDOT, M-59 Mowing Services, 2013
- Valley Area Agency on Aging, Chore Service Provider, 2008 - 2012
- USDA Rural Development, Property Maintenance Contractor, 2008 - 2010
- City of Troy Primary Mowing Contractor for CDBG Program, 2014 -2022
- US Postal Office Snow Removal Contractor for Wayne, Canton, and Westland, 2015-2018
- Wayne County, Property Maintenance Services, 2009 - 2011
- City of Auburn Hills, Snow Removal Contractor for CDBG Program, 2011-2017
- City of Southfield Growth Corporation, Snow Removal Contractor, 2011-2014
- City of Warren TIFA, Snow Removal Contractor, 2011-2014
- City of Warren TIFA, Mowing Contractor, 2015-2017
- City of Rochester Hills, Snow Removal Contractor for CDBG Program, 2012-2017
- Sherwood Forest Association, Detroit, Michigan, Mowing of Sherwood Park. 2013 - 2017
- Forrer Street Block Club, Detroit, Michigan, Mowing of Fields Park, 2012 - 2013
- Highland Park Renaissance Academy, Grounds Maintenance 2013-2017
- City of Ecorse, Lawn Mowing Services, 2013 -2015
- Virginia Park Citizens District Council, Detroit, Michigan, Mowing of Neighborhood Parks. 2011-2012



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

March 21, 2022

To: Mark F. Miller, City Manager

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

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

### History

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

### Purchasing

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

|                                                     |     |
|-----------------------------------------------------|-----|
| Companies notified via MITN                         | 271 |
| Troy Companies notified via MITN                    | 5   |
| Troy Companies notified - Active email Notification | 4   |
| Troy Companies notified - Active non-paying         | 1   |
| Companies that viewed the bid                       | 13  |
| Troy Companies that viewed the bid                  | 0   |

**MITN** provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy. **Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City. **Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City. **Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

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

CITY OF TROY  
BID TABULATION  
LAWN AND YARD SERVICES FOR YARD ASSISTANCE PROGRAM

ITB-COT 22-17  
Page 1 of 1

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

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

**PROPOSAL A: Lawn Care Services for the Yard Assistance Program**

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

**PROPOSAL B: Yard Clean up for the Yard Assistance Program**

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

|                                               |                    |                     |                     |
|-----------------------------------------------|--------------------|---------------------|---------------------|
| <b>GRAND TOTAL BOTH SERVICES (Estimated):</b> | <b>\$84,820.00</b> | <b>\$106,124.50</b> | <b>\$225,490.00</b> |
|-----------------------------------------------|--------------------|---------------------|---------------------|

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

**Low Total Bidder**

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

Andrew Chambliss  
Heather Chomiak  
Cindy Stewart

Emily Frontera  
Purchasing Manager





Policy Number: 07012008

Date Entered: 03/10/2022

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

3/10/2022

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<br>T. F. C. O'Connell Agency<br>27500 Farmington Rd<br>Farmington Hills, MI 48314   | CONTACT NAME:                            |                               |        |
|                                                                                              | PHONE (A/C, No, Ext): (248) 848-1900     | FAX (A/C, No): (248) 848-1912 |        |
|                                                                                              | E-MAIL ADDRESS:                          |                               |        |
|                                                                                              | INSURER(S) AFFORDING COVERAGE            |                               | NAIC # |
|                                                                                              | INSURER A: Home-Owners Insurance Company |                               |        |
| INSURED<br>Zimmerman Lawn & Snow<br>John Purdue dba<br>26830 Fernwood<br>Roseville, MI 48066 | INSURER B: The Travelers                 |                               |        |
|                                                                                              | 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<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER:        | <input checked="" type="checkbox"/> |          | 04813138      | 6/10/2021               | 6/10/2022               | EACH OCCURRENCE                           | \$ 1,000,000. |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 300,000.   |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | MED EXP (Any one person)                  | \$ 10,000.    |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | PERSONAL & ADV INJURY                     | \$ 1,000,000. |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | GENERAL AGGREGATE                         | \$ 2,000,000. |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | PRODUCTS - COMP/OP AGG                    | \$ 2,000,000. |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         |                                           | \$            |
| A        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY | <input checked="" type="checkbox"/> |          | 44-813-138-01 | 6/10/2021               | 6/10/2022               | COMBINED SINGLE LIMIT (Ea accident)       | \$ 1,000,000. |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | BODILY INJURY (Per person)                | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | BODILY INJURY (Per accident)              | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | PROPERTY DAMAGE (Per accident)            | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         |                                           | \$            |
|          | <input type="checkbox"/> UMBRELLA LIAB<br><input type="checkbox"/> EXCESS LIAB<br>DED RETENTION \$                                                                                                                                                                                                                    |                                     |          | NOT INCLUDED  |                         |                         | EACH OCCURRENCE                           | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | AGGREGATE                                 | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         |                                           | \$            |
| B        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                | Y/N                                 | N/A      | WC-5B459187   | 6/30/2021               | 6/30/2022               | PER STATUTE                               | OTHER         |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | E.L. EACH ACCIDENT                        | \$ 500,000    |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | E.L. DISEASE - EA EMPLOYEE                | \$            |
|          |                                                                                                                                                                                                                                                                                                                       |                                     |          |               |                         |                         | 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)

State of Michigan

The City of Troy is named as addl insured CG2010 on the GL policy, including primary & noncontributory, including products and completed operations CG2037. The member, all elected and appointed officials, all employees & volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers, as per written contract.

Addl insured endorsement on above auto policy.

**CERTIFICATE HOLDER****CANCELLATION**

|                                                                                               |                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The City of Troy<br>500 W Big Beaver Rd.<br>Troy, MI 48084<br><br>jackie.ahlstrom@troy.mi.gov | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br>Nancy O'Connell |
|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

© 1988-2015 ACORD CORPORATION. All rights reserved.



BRANDEV-01

LFRITCH

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/31/2022

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: lfritch@profunderwriters.com  
ADDRESS:

## INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Scottsdale Insurance Company

41297

INSURER B: Liberty Mutual Insurance Co.

INSURER C:

INSURER D:

INSURER E:

INSURER F:

## INSURED

Brantley Development LLC  
2648 Bayhan Street  
Inkster, MI 48141

## 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<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | CPS7493712         | 12/14/2021              | 12/14/2022              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000 |
|          | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                           |           |          |                    |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$                                                                                           |
|          | UMBRELLA LIAB <input type="checkbox"/> OCCUR<br>EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$                                                                                                                                                            |           |          |                    |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$                                                                                                                                                                                                        |
| B        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                      | N/A       |          | WC5-39S-748298-010 | 10/23/2021              | 10/23/2022              | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                 |

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

## CERTIFICATE HOLDER

## CANCELLATION

For Proposal Purposes

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