



CITY of NOVI CITY COUNCIL

**Agenda Item B
October 22, 2018**

SUBJECT: Approval to award a contract for sidewalk snow and ice removal services to Xpert Lawn and Snow, Inc., the lowest qualified bidder, for a one year term with three one year renewal options with a total annual cost of \$18,900.

SUBMITTING DEPARTMENT: Integrated Solutions Department- Facilities Management Division

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$14,000	101-265.00-814.000
	<u>\$ 4,900</u>	101-301.00-814.000
	\$18,900	
AMOUNT BUDGETED	\$28,500	101-265.00-814.000
	<u>\$15,000</u>	101-301.00-814.000
	\$43,500	
APPROPRIATION REQUIRED	N/A	
LINE ITEM NUMBER	101-265.00-814.000	
	101-301.00-814.000	

BACKGROUND INFORMATION:

The City of Novi contracts snow and ice removal from the sidewalks on the Civic Center campus. It has proved to be an efficient process that has eliminated potential risk while providing access to the facility on even the most weather impacted days. Due to the past success we have included the Police Headquarters to provide that same service level.

The scope of this proposed contract includes sidewalk snow and ice removal during the frequencies listed in the attached documents. This newly created scope and proposed contact will provide our facilities the top service quality they deserve.

A request for proposal (RFP) was posted on the Michigan Intergovernmental Trade Network (MITN) website. Two proposals were received and reviewed by a committee of internal staff. The evaluations were based on resource capability, staffing, and related experience.

During the course of the evaluation period, speaking with references, and meeting with company representatives, our team believes that Xpert Lawn and Snow, Inc. is the best fit to carry out the proposed scope.

RECOMMENDED ACTION: Approval to award a contract for Sidewalk snow and ice removal services to Xpert Lawn and Snow, Inc., the lowest qualified bidder, for a one year term with three one year renewal options with a total annual cost of \$18,900.

CITY OF NOVI
 SIDEWALK SNOW & ICE REMOVAL - CIVIC CENTER & POLICE STATION
 September 26, 2018

Company	Xpert Lawn & Snow	B+B Landscaping			
Option 1 - Seasonal price					
Civic Center	\$ 14,000.00	\$ 19,800.00	\$	\$	\$
Police Station	\$ 4,900.00	\$ 33,750.00	\$	\$	\$
Option 2 - Per Push					
Civic Center	\$ 1,000.00	\$ 650.00	\$	\$	\$
Police Station	\$ 350.00	\$ 425.00	\$	\$	\$
Addenda acknowledged	N/A	N/A			



CITY OF NOVI
SIDEWALK SNOW & ICE REMOVAL –
CIVIC CENTER AND POLICE STATION

BID FORM

We, the undersigned as bidder, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

OPTION 1: SEASONAL PRICE

Civic Center	\$ <u>14,000.00</u>	per season
Police Station	\$ <u>4,900.00</u>	per season

OPTION 2: PER PUSH

Civic Center	\$ <u>1,000.00</u>	per push
Police Station	\$ <u>350.00</u>	per push

We acknowledge receipt of the following Addenda: _____
(please indicate numbers)

EXCEPTIONS TO SPECIFICATIONS (all exceptions must be noted here or on additional sheet):

NONE

COMMENTS: _____

REFERENCES: Please provide at least three client (3) references for projects of similar scope done within the last 3 years.

Company SEE ATTACHED
Address _____
Phone _____ Contact name _____

Company _____
Address _____
Phone _____ Contact name _____

Company _____
Address _____
Phone _____ Contact name _____

NON-IRAN LINKED BUSINESS

By signing below, I certify and agree on behalf of myself and the company submitting this proposal the following: (1) that I am duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) That I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

THIS BID SUBMITTED BY:

Company (Legal Registration) XPERT LAWN AND SNOW, INC.

Address 21083 MOUND RD

City WARREN State MI Zip 48091

Telephone 248-721-0794 Fax _____

Representative's Name NICK SOLOMON

Representative's Title V.P.

Authorized Signature 

E-mail XPERTLANDSCAPING@HOTMAIL.COM

Date 9-18-2018



REFERENCES

CITY OF FERNDALE

300 E. 9 Mile Rd
Ferndale, MI 48220
Victor Smith— City Code
248.546.2525

CITY OF BERKLEY

2400 Robina Ave.
Berkley, MI 48072
Theresa K. McArleton— Director
248.658.3470

CITY OF AUBURN HILLS

1827 N. Squirrel Road
Auburn Hills, MI 48326
Karen S. Adcock— Director
248.370.9353

WAYNE COUNTY LAND BANK

500 Griswold, 28th Floor
Detroit, MI 48226
Cheryl V. Jordan— Executive Director
313.967.6303

(CONTINUED)

CITY OF NORTHVILLE

215 W. Main Street
Northville, MI 48167
James P. Gallogly— Director
248.349.1300

MDOT

1500 E. Ferry
Detroit, MI 48211
Charles Mackey— Detroit Manager
313.874.2140

LANDARC INC.

2391 Pontiac Rd.
Auburn Hills, MI 48326
Karen Erick— Board for Directors
248.292.0989

KC PROPERTY SERVICE

26711 Woodward Ave. Suite 310
Huntington Woods, MI 48070
Bernadette Darns-Jackson— Property Manager
248.586.9700

THE HIGHLANDER GROUP, INC.

3080 Orchard Lake Road, Suite J
Keego Harbor, MI 48320
Sandra Hightower— Association Manager
248.681.7883