



Item Number: 7

# CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

**DATE:** June 10, 2025

**TO:** Mark Washington, City Manager

**COMMITTEE:** Fiscal Committee

**LIAISON:** Molly Clarin, Chief Financial Officer

**FROM:** Molly Clarin, Chief Financial Officer  
Purchasing

**SUBJECT:** Bid List Resolution for June 10, 2025

The Bid List Resolution for June 10, 2025 (attached) includes the recommendation for the award of 8 items for City Commission's review and approval. Following is information regarding the bid list recommendations:

1. Alta Equipment (Rental, Asphalt Paver) NTE \$105,600.00  
Only bid received is recommended for a one-year term contract with two, one-year renewal options for the seasonal rental of an asphalt paver for the Public Works Department from Alta Equipment Company for a "not to exceed" annual amount of \$105,600.00; the estimated three-year total amount is \$316,800.00.

This will be funded by the Public Works Department through the Major and Local Street Funds. Invitations to Bid were sent to 33 companies with 1 bid received; it is recommended to proceed with the single response, as further efforts are not anticipated to result in any value to the City (bid tabulation attached). Alta Equipment Company is the current contractor for these services, and has provided asphalt paver rental for the previous 10+ years; they have also been the only respondent to previous solicitation requests. City staff continue to be satisfied with the services and equipment provided by Alta Equipment Company.

The annual amount requested is based on the monthly rental rate for up to seven months' rental during the construction season. The equipment will be utilized for asphalt maintenance by the street repair crews; the unit to be rented is a 2024 Leeboy 8616D. The City will be responsible for daily greasing and fluid checks and fills, and Alta equipment will be responsible for preventive maintenance and repairs on the equipment. The rental agreement includes an option to purchase the unit at a cost of \$308,454.60, should the City desire to purchase the unit at any time during the first six months of the rental period, 100% of any paid rental fees would be

applied towards the purchase of the unit.

Alta Equipment did provide a lower cost alternative for a 2023 Leeboy 8608 model, but it was not selected by Public Works staff as it has more operating hours (and thus more wear and tear by previous operators); it is 125HP (versus the 127HP for the 2024 unit); the 2024 unit is equipped with newer controls, steering knob, and seats that fully swing out which provides for safer operation and better communication with trucks (which has been a safety concern in the past); the consoles can also be moved allowing for more operator options; and at the end of the contract the unit will be 4 years old as opposed to 5 years old.

A Contract will be prepared for the Mayor's signature in a form to be approved by the City Attorney.

Elwood Staffing Services, Inc.

P.I.E. Management, LLC (Temporary Contract Extension

2. Management Business Solutions Employment Services) NTE \$4,500,000.00  
On June 10, 2018, Proceeding No. 87895, the City Commission approved a three-year term contract with one, three-year renewal options for temporary employment services for Citywide departments for an annual "not-to-exceed amount" of \$4,500,000.00.

On July 30, 2024 Proceeding No. 93749, the City Commission approved a one-year contract extension, as per the existing terms and conditions, for temporary employment services for Citywide departments for an annual "not-to-exceed amount" of \$4,500,000.00.

At this time, the City remains satisfied with temporary employment services provided by the current vendors; in light of current administrative concerns, Human Resources desires to continue service utilization in order to ensure continued operational efficiency and filling of employment gaps to continue to deliver high quality results without interruption.

It is recommended to continue the relationships for temporary services for Citywide use as per the existing terms and conditions and the extend the Agreements for an additional one-year term for an annual "not-to-exceed amount" of \$4,500,000.00 as follows:

| <u>Vendor</u>                 | <u>Annual</u>  |
|-------------------------------|----------------|
| Elwood Staffing Services, Inc | \$1,750,000.00 |
| P.I.E. Management, LLC        | \$2,000,000.00 |
| Management Business Solutions | \$ 750,000.00  |

The services provided under these contracts will be utilized for temporary staffing on an "as needed" basis for City operations, and are funded through various Fund; there is no bid tabulation for this item. Departments shall contact the Human Resources

department to assist with determining the vendor who is able to provide the best value for the City based on the staffing needs required.

Contract Amendments for each vendor will be prepared for the Mayor's signature in a form to be approved by the City Attorney.

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|----|---|---------------------------|
|    |   | Contract Extension        |
| 3. | <u>West Michigan Janitorial (Janitorial Services)</u> | <u>NTE \$1,352,000.00</u> |
- On September 06, 2022 Proceeding No. 91985, the City Commission approved a one-year term contract with two, one-year renewal options for complete janitorial services for various City buildings for the Facilities Management Department (for various City buildings) and for the Parks and Recreation Department (for restrooms at various Parks) from West Michigan Janitorial for an annual "not-to-exceed" amount of \$1,352,000.00; the estimated three-year total amount is \$4,056,000.00.

At this time, Facilities Management and Parks Departments remain very satisfied with the services provided by West Michigan Janitorial. It is recommended to continue with current services, and extend the agreement for a one-year term contract with two, one-year renewal options for complete janitorial services for various City buildings for the Facilities Management Department (for various City buildings) and for the Parks and Recreation Department (for restrooms at various parks) from West Michigan Janitorial for an annual "not-to-exceed" amount of \$1,352,000.00; the estimated three-year total amount is \$4,056,000.00.

Services under this contract will be funded by Facilities Management Department through the Facilities Management Fund, and by the Parks Department through the General Operating Fund. The janitorial services provided under this contract include daily on-site services, scheduled weekly/monthly/quarterly/semi-annual/annual cleaning of areas in facilities and a "Green Clean" program at each location; service locations include the City/County building, 1 Monroe Center, Community Archives & Research Center, 1120 Monroe, 50/60 Ottawa NW, 660 Market and various Park restrooms; services also currently include 245 State Street (for the temporary relocation of departments), and will include services at 1500 Scribner.

A Contract Amendment will be prepared for the Mayor's signature in a form to be approved by the City Attorney.

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|----|--|-------------------------|
|    |  | Contract Extension      |
| 4. | <u>Guidehouse Inc. (Consulting Services)</u> | <u>NTE \$400,000.00</u> |
- On April 12, 2022 Proceeding No. 91581 the City Commission approved a one-year professional service contract is recommended with the option to renew for two additional one year terms for financial consulting services regarding Federal and State grants related to Covid-19 projects, as well as help evaluating other grant or charitable opportunities which would optimize funding opportunities for the City, including but not limited to the American Rescue Plan Act, FEMA, and the Infrastructure Investment and Jobs Act for the Fiscal Services Department from

Guidehouse Inc. for the annual not-to-exceed amount of \$400,000.00; the three- year estimated total was \$1,200,000.00.

At this time, the City remains very satisfied with the consulting service provided by the Guidehouse and desires to continue service utilization; Guidehouse has provided excellent guidance and service with assistance in managing ARPA funds, ensuring compliance, and positioning the City of Grand Rapids for long-term financial success through expert consulting and proactive resource acquisition.

It is recommended to continue the relationship for consulting service for financial consulting services with Guidehouse Inc., through utilization of the Livingston County cooperative purchase agreement, for the Fiscal Services Department for an additional one-year contract extension for the annual “not-to-exceed amount” of \$400,000.00.

This contract will be funded by the Fiscal Services Department using American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds. The services will provide financial consulting services to the City of Grand Rapids as required for the financial administration, oversight, and reporting of Federal and State grant monies as related to ARPA. As the City of Grand Rapids develops plans to expend their ARPA funds, Guidehouse Inc. will conduct project risk assessments for Grand Rapids to identify potential eligibility concerns. As the City Commission of Grand Rapids approves resolutions for ARPA funds, Guidehouse Inc. will help design projects and internal controls to maintain compliance, develop project budgets, and assist with the day-to-day operations as needed. Additionally, they will support the City of Grand Rapids in preparing project reports to use for project adjustments, ARPA reporting requirements, and transparent communications with the public. Beyond assistance needed with ARPA administration and compliance, Guidehouse, Inc. will help the City develop competencies for centralization of grant management and position the City to act proactively in finding funding opportunities.

A Contract Amendment will be prepared for the Mayor’s signature in a form to be approved by the City Attorney.

5. Safety Services Inc. (Gas Detectors, Personal Sensors & Parts) NTE \$60,000.00

Lowest and best bid is recommended for a one-year term contract with two, one-year renewal options for the “as needed” purchase and delivery of personal gas detectors, sensors and parts for the Environmental Services Department from Safety Services for an annual “not-to-exceed” amount of \$60,000.00; the estimated three-year total amount is \$180,000.00.

Purchases will be funded by the Environmental Services Department through the Sewage Disposal Fund, and the Water Department through the Water Supply Fund. Invitations to Bid were issued to 93 companies, with 2 responses received (bid tabulation attached). The award is based on the lowest and best bid that met all bid specifications and requirements. The lower bids by Premier Safety on Items 9, 15,

23-24, 28, 34, 72, and 74 were deemed not in the best interest of the City, as it does provide the best value to split the award. The Regional Bid Discount for each company was applied for analysis but did not factor into the award.

This contract will be for the “as needed” purchase of personal gas detectors and replacement sensors and parts to be used on existing equipment at the Environmental Services Department and Water Department. Unit pricing for years two and three of the Contract will be requested and reviewed by the Purchasing Department, and renewed accordingly in the best interests of the City.

A Contract will be prepared for the Mayor’s signature in a form to be approved by the City Attorney.

6. Westside Solutions, Inc. (EV Charging Stations) \$188,630.60  
A cooperative purchase through Sourcewell contract #042221-CPI is recommended for the purchase and installation of Chargepoint electric vehicle charging stations for the 1500 Scribner facility for the Fleet Management Department from Westside Solutions, Inc. for the total amount of \$188,630.60.

This purchase will be funded by the Fleet Management Department through the Capital Improvement Bond Series 2024 (4017); there is no bid tabulation for this item. Sourcewell is a national purchasing cooperative that competitively solicits master contracts that are accessible nationally to government, education, and nonprofit organizations.

Charging stations to be delivered and installed include 4 public-facing pedestal mounted units, 1 pedestal mounted and 8 wall mounted units for city fleet use only, and 3 pedestal mount kits for relocating existing units from the 333 Market site providing the Scribner site with 32 charging ports. All units include 5-year Commercial Cloud plans and 5-year ASSURE warranty coverage.

7. Speedrack Midwest (Stockroom Shelving – 1500 Scribner) NTE \$83,546.70  
Only bid received is recommended for the purchase, delivery, and installation of industrial stockroom shelving for the 1500 Scribner location from Speedrack Midwest for the Fleet Management Department for the total amount of \$83,546.70.

This purchase will be funded by the Fleet Department through the Capital Improvement Bond Series 2024 (4017). Invitations to Bid were issued to 66 companies with only a single response received from Speedrack Midwest; to satisfy the City’s competition requirements, the Purchasing Department contacted other potential vendors to inquire about the lack of response, with the intent to possibly rebid the project; however those vendors indicated a current lack of resources to meet the installation timelines, or a lack of interest at this time. The single response received from Speedrack Midwest was then accepted and opened for review, as further attempts at competition are not expected to provide any additional value to the City; a bid tabulation attached.

The shelving units will be delivered and installed at the new Fleet Building located 1500 Scribner, and will be utilized for storage of inventory items and equipment.

8. BVB Process Automation & Controls Inc. (Industrial Process Controls) \$248,412.21  
Lowest and best quote is requested for approval of the purchase of various electrical and industrial process controls for the SCADA modernization project for the Water Resource Recovery Facility (WRRF) from BVB Process Automation & Controls Inc. for the total amount of \$248,412.21.

This purchase will be funded by the WRRF through the Sewage Disposal Fund; there is no bid tabulation for this item. Quotes for the items were requested by WRRF staff (based on schematics provided by Fishbeck for compliant and resilient systems to meet NIST and CISA requirements for the SCADA network) to conduct a price comparison; BVB Process Automation, as a subsidiary to Fishbeck on the SCADA project, provided the best quote to meet those needs. Other vendors that are suppliers of similar equipment and parts could not provide the same equipment at a lower price, or the items proposed would not be compatible within the existing schematics.

Your FISCAL COMMITTEE recommends the adoption of the following bid List Resolution for June 10, 2025.

WHEREAS, the Fiscal Committee has considered the attached bids; therefore

RESOLVED that contracts be prepared between the City and the following vendors, and that the Mayor be authorized to sign the contracts on behalf of the City, as follows, in a form to be approved by the City Attorney:

**1. Alta Equipment**

One-year term contract with two, one-year renewal options for the seasonal rental of an asphalt paver for the Public Works Department from Alta Equipment Company for a “not to exceed” annual amount of \$105,600.00; the estimated three-year total amount is \$316,800.00.

**Elwood Staffing Services, Inc.**

**P.I.E. Management, LLC**

**2. Management Business Solutions**

One-year contract extension for temporary employment services for Citywide use for the annual not-to-exceed amounts as follows:

| <u>Vendor</u>                 | <u>Annual</u>  |
|-------------------------------|----------------|
| Elwood Staffing Services, Inc | \$1,750,000.00 |
| P.I.E. Management, LLC        | \$2,000,000.00 |
| Management Business Solutions | \$ 750,000.00  |

The total annual “not-to-exceed amount” for all contracts is \$4,500,000.00.

**3. West Michigan Janitorial**

Contract extension for a one-year term contract with two, one-year renewal options for complete janitorial services for various City buildings for the Facilities Management Department (for City buildings) and for the Parks and Recreation Department (for restrooms at various City parks) from West Michigan Janitorial for an annual “not-to-exceed” amount of \$1,352,000.00; the estimated three-year total amount is \$4,056,000.00.

**4. Guidehouse Inc.**

One-year contract extension for consulting service for financial consulting services in managing ARPA and other grant funding from Guidehouse Inc., through utilization of the Livingston County cooperative purchase agreement, for the Fiscal Services Department for the annual “not-to-exceed amount” of \$400,000.00.

**5. Safety Services Inc.**

One-year term contract with two, one-year renewal options for the “as needed” purchase and delivery of personal gas detectors, sensors and

parts for the Environmental Services Department from Safety Services for an annual “not-to-exceed” amount of \$60,000.00; the estimated three-year total amount is \$180,000.00.

FURTHER RESOLVED that the Purchasing Agent be authorized to proceed with awards to the following vendors:

**6. Westside Solutions, Inc.**

Cooperative purchase through Sourcewell contract #042221-CPI for the purchase and installation of Chargepoint electric vehicle charging stations at 1500 Scribner for the Fleet Management Department from Westside Solutions, Inc. for the total amount of \$188,630.60.

**7. Speedrack Midwest**

Purchase, delivery, and installation of industrial stockroom shelving for the 1500 Scribner location from Speedrack Midwest for the Fleet Management Department for the total amount of \$83,546.70.

**8. BVB Process Automation & Control**

Purchase of various electrical and industrial process controls for the SCADA modernization project for the Water Resource Recovery Facility (WRRF) from BVB Process Automation & Controls Inc. for the total amount of \$248,412.21.

CORRECT IN FORM  
  
DEPARTMENT OF LAW