



Item Number: 5

# CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

**DATE:** February 25, 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 February 25, 2025**

The Bid List Resolution for February 25, 2025 (attached) includes the recommendation for the award of 5 items for City Commission's review and approval. Following is information regarding the bid list recommendations:

1. Grand Arbor Group \_\_\_\_\_ (Insecticides and Supplies) NTE \$100,000.00  
Low total bid is recommended for a one-year term contract with two, one-year renewal options for pre-packaged insecticides and supplies for the Parks & Recreation Department from Grand Arbor Group for an annual "not-to-exceed" amount of \$100,000.00; the estimated three-year total amount is \$300,000.00.

Services will be funded by Parks & Recreation through the Parks & Recreation Fund. Invitations to Bid were issued to 36 companies, with 2 responses received (bid tabulation attached). The proposed award is based on the low total costs that met all bid requirements and specifications; the Regional Bid Discount for each company was applied for analysis but did not factor into the award. Items to be ordered under this contract include various insecticides (such as TreeAge for the emerald ash borer), tree growth hormones, and miscellaneous supplies for tree care.

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

- Franklin Holwerda Company
2. Allied Mechanical Services \_\_\_\_\_ (Industrial Mechanical Services) NTE \$300,000.00  
All bids received are recommended for one-year term contracts with two, one-year renewal options for "as needed" industrial mechanical services for the Water Department and Water Recovery Resource Facility (WRRF) as follows:

Vendor	Annual Amount
Franklin Holwerda	\$150,000.00

## Allied Mechanical Services

\$150,000.00

The total annual “not to exceed” amount requested for all contracts is \$300,000.00; the estimated three-year total annual “not-to-exceed” amount is \$900,000.00. The individual contract amounts by vendor are expected to be adjusted based on need and use, but will not exceed the aggregate total approved.

Services under these contracts will be funded by the Water Recovery Resource Facility through the Sewage Disposal Fund, and by the Water Department through Water Supply Fund. Invitations to Bid were issued to 75 companies; 2 responses were received (bid tabulation attached). Awarding to multiple vendors on a job-order contracting basis will assist the WRRF and Water Department with ensuring adequate service coverage and availability/response time of required services; departments will have the flexibility to contact both vendors to obtain the level of experience and service priority for needed services, while obtaining the best value for the City. Regional Bid Discounts for each company were applied for analysis, but did not factor into the award.

Work and services provided under these contracts are expected to be non-capital in scope, and are intended to supplement City staff; currently, staff manage and perform various mechanical services at the facility, but at times need to obtain additional support and resources to ensure prompt and efficient responses for all operational needs in a wastewater treatment removal setting. Service requests will cover different projects of various scope, as they arise, and the nature of work may vary from one project to another.

Examples of service requests may include pump removal and installation; flow meter removal and installation; various piping and electrical work; general equipment repair or replacement; unplugging internal drain pipes; welding services; HVAC Boiler Work; replacing CO Sensors; snow melt system repair; replacement of toilets, urinals, faucets; furnish & install hot water heaters; furnish & install cast iron sewer main and floor drain traps.

Contracts for each vendor will be prepared for the Mayor’s signature in a form to be approved by the City Attorney.

- |    |   |                        |
|----|---|------------------------|
|    | West Michigan Window Washing                                  | NTE \$4,000.00         |
| 3. | <u>All Window Cleaning Services (Window Washing Services)</u> | <u>NTE\$130,000.00</u> |
- Low bids are recommended for one-year term contracts with two, one-year renewal options for interior and exterior window washing services for the Lake Michigan Filtration Plant from West Michigan Window Washing LLC (dba Squeegee Squad) for an annual “not-to-exceed” amount of \$4,000.00 (estimated three-year total amount of \$12,000.00); and for Facilities Management, Water, Fire Department, and MobileGR from All Window Cleaning Services for an annual “not-to-exceed” amount of \$130,000.00 (estimated three-year total amount of \$390,000.00).

These services will be funded by the Water Department through the Water Supply Fund, Facilities Management Department through the Facilities Management Fund, the Fire Department through the General Operating Fund, and Mobile GR through the Parking Services Fund. Invitations to Bid were issued to 200 companies, with 4 responses received (bid tabulation attached). The Regional Bid Discount for each company was applied for analysis but did not factor into the award.

The awards are based on the low total bid by section. Cleaning cycles differ by individual buildings and will be scheduled by each Project Manager. Services include cleaning interior windows/sills, exterior windows, façade granite panels and metal louvers on the City Hall Building. The contractor's will provide all equipment, harnesses, buckets, and cleaning supplies, etc. to provide complete services to the City.

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

#### Building Bridges

4. Professional Services (Trees, Furnish & Install, "As Needed") NTE \$200,000.00  
Only bid received is recommended for a one-year term contract with two, one-year renewal options to furnish and install trees "as needed" for the Parks & Recreation Department from Building Bridges Professional Services for an annual "not-to-exceed" amount of \$200,000.00; the estimated three-year total amount is \$600,000.00.

Services will be funded by the Parks & Recreation-Forestry Department through the Parks & Recreation Fund and Vital Streets Fund. Invitations to Bid were issued to 493 companies, with one response received. To satisfy the City's competition requirements, the Purchasing Department contacted other vendors to inquire about the lack of response with the intent to rebid the project, however, each of the vendors contacted expressed a lack of interest in bidding on the project. As tree orders must be placed soon to obtain necessary inventory, the single response from Building Bridges Professional Services was accepted and opened for review; Building Bridges has been the provider for these services for the past 6+ years, and has been the only respondent to past competitive solicitations. A bid tabulation is attached; due to supply and demand in the current environment, unit pricing on trees for years two and three will be requested and reviewed by the Purchasing Department for reasonable increases and renewed accordingly.

Services under this contract include as-needed furnishing and planting trees in the public right-of-way and various parks for small beautification projects throughout the City, and for large-scale street tree planting.

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

5. Lunghamer Ford of Owosso (Ford F250 4x4 XL, Escape Hybrid) \$235,998.00  
A cooperative purchase through the State of Michigan MiDEAL Contract #240000001208 is recommended for the purchase of 2025 Ford vehicles for the Fleet Management Department as follows:

4 each F250 regular cab 4x4 XL trucks	\$201,930.00
1 each Escape Hybrid AWD ST	\$ 34,068.00

This purchase will be funded by the Fleet Management Department through the Motor Equipment Capital Fund. MiDEAL is an extended purchasing program which allows local units of government in Michigan to use State contracts for various goods and services; there is no bid tabulation for this item.

The Ford trucks are FY25 planned replacement of existing outdated vehicles for use by Parks-Cemeteries and Water Resource Recovery Facility (WRRF) staff; the Ford Escape is a planned replacement for use by MobileGR.

Your FISCAL COMMITTEE recommends the adoption of the following bid List Resolution for February 25, 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. Grand Arbor Group**

One-year term contract with two, one-year renewal options for pre-packaged insecticides and supplies for the Parks & Recreation Department from Grand Arbor Group for an annual “not-to-exceed” amount of \$100,000.00; the estimated three-year revenue amount is \$300,000.00.

**Franklin Holwerda Company**

**2. Allied Mechanical Services**

One-year term contracts with two, one-year renewal options for “as needed” industrial mechanical services for the Water Department and Water Recovery Resource Facility (WRRF) as follows:

Vendor	Annual Amount
Franklin Holwerda	\$150,000.00
Allied Mechanical Services	\$150,000.00

The total annual “not to exceed” amount requested for all contracts is \$300,000.00; the estimated three-year total annual “not-to-exceed” amount is \$900,000.00. The individual contract amounts by vendor are expected to be adjusted based on need and use, but will not exceed the aggregate total approved.

**West Michigan Window Washing**

**3. All Window Cleaning Services**

One-year term contracts with two, one-year renewal options for interior and exterior window washing services for the Lake Michigan Filtration Plant from West Michigan Window Washing LLC (dba Squeegee Squad) for an annual “not-to-exceed” amount of \$4,000.00 (estimated three-year total amount of \$12,000.00); and for Facilities Management, Water, Fire Department, and MobileGR from All Window Cleaning Services for an annual “not-to-exceed” amount of \$130,000.00 (estimated three-year total amount of \$390,000.00).

**4. Building Bridges Professional Services**

One-year term contract with two, one-year renewal options to furnish and install trees “as needed” for the Parks & Recreation Department from Building Bridges Professional Services for an annual “not-to-exceed” amount of \$200,000.00; the estimated three-year total amount is

\$600,000.00.

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

**5. Lunghamer Ford of Owosso**

Cooperative purchase through the State of Michigan MiDEAL Contract #240000001208 is recommended for the purchase of 2025 Ford vehicles for the Fleet Management Department as follows:

4 each F250 regular cab 4x4 XL trucks	\$201,930.00
1 each Escape Hybrid AWD ST	\$ 34,068.00

  
CORRECT IN FORM  
CITY ATTORNEY