



Item Number: 8

CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

DATE: March 25, 2025

TO: Mark Washington, City Manager

COMMITTEE: Fiscal Committee

LIAISON: Scott Saindon, Acting Chief Financial Officer

FROM: Scott Saindon, Acting Chief Financial Officer
Purchasing

SUBJECT: **Bid List Resolution for March 25, 2025**

The Bid List Resolution for March 25, 2025 (attached) includes the recommendation for the award of 7 items for City Commission's review and approval. Following is information regarding the bid list recommendations:

1. Weed and Feed Lawn Care (Landscape Maint. Services) NTE \$20,000.00
On February 11, 2025 the City Commission approved a one-year term contract with two, one-year renewal options for landscape maintenance services for the Facilities Management, Environmental Services, Parks & Recreation, Impound Lot and Fire Departments from Shawn Sremba (dba Natural Landscapes) for an annual "not-to-exceed" amount of \$130,000.00 (estimated three-year total amount of \$390,000.00); and for landscape maintenance services for Mobile GR from Vigh Landscape Management for an annual "not-to-exceed" amount of \$70,000.00 (estimated three-year total amount of \$210,000.00).

At this time, the Water Department and Environmental Services Department have each recognized the need for weed control services (spraying of Round-Up) at various lift stations; Weed and Feed was the low bidder on that section of the bid.

It is recommended to award a one-year term contract with two, one-year renewal options for weed control services for Water and Environmental Services from Weed and Feed Lawn Care for an annual "not-to-exceed" amount of \$20,000.00 (estimated three-year total of \$60,000.00). Services will be funded by Environmental Services through the Sewer Disposal Fund and the Water Department by the Water Supply Fund.

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

- Contract Amendment
2. Doxim Utilitec LLC (Bill Print, Mail & Electronic Bill) NTE \$400,000.00

On August 10, 2021 the City Commission approved a one-year term contract with two, one-year renewal options for Bill Print, Mail, & Electronic Billing Services for the Water and Treasurer Departments from Doxim Utilitec, LLC for an annual “not-to-exceed” amount of \$400,000.00 (estimated three-year total amount of \$1,200,000.00).

At this time, Water and Treasurers are in the process of implementing an upgrade to the Cayenta solution (providing additional features and functionality) as well as navigating the cutover for Oracle financial solution, and are requesting a one-year extension with Doxim Utilitec to continue to provide services until those projects are complete. Doxim will continue to provide various printing, mailing, and related services for utility bills and related documents, including folding, sorting, inserting services, and electronic bill presentment.

It is recommended to extend the existing Contract with Doxim Utilitec LLC for one-year for a “not-to-exceed” amount of \$400,000.00. Services under this contract will be funded by the Water Department through the Water Supply Fund, and by the Treasurer Department through the General Operating Fund.

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

3. Landscape Forms Inc. (O.E.M. Outdoor Furniture) NTE \$152,120.00
Original Equipment Manufacturer (O.E.M.) is recommended for the purchase of outdoor tables and chairs for Rosa Parks Circle for the Parks and Recreation Department from Landscape Forms Inc. for the total amount of \$152,120.00.

This Purchase will be funded through a three-way split between the City of Grand Rapids Parks and Recreation Department, Downtown Grand Rapids, Inc., and the Ecliptic at Rosa Parks Circle Conservancy; the Parks and Recreation Department will fund the City portion of the cost through the Parks and Recreation Fund for the amount of \$50,706.00.

As per the agreement between the City of Grand Rapids, the Frey Foundation, and Maya Lin, the replacement of outdoor furniture at Ecliptic at Rosa Parks Circle is to be completed with items as specified by the artist and designer, Maya Lin. Landscape Forms, Inc. provided the original tables as specified by the project architect, Maya Lin. Previous replacement furniture was purchased on June 12, 2012 (Resolution 81507), from Landscape Forms, Inc. Replacement furniture includes tables, chairs and shade umbrellas; Ecliptic at Rosa Parks Circle is the urban heart of the city and is host to thousands of visitors on a daily basis. The City of Grand Rapids, Downtown Grand Rapids, Inc., and the Ecliptic at Rosa Parks Conservancy all support this furniture update.

- Lunghamer Ford of Owosso \$108,306.00
4. Knapheide Truck Equipment (Ford F350 Chassis & Utility Body) \$ 85,087.18
 A cooperative purchase for the Fleet Management Department is recommended for the purchase of two each 2025 Ford F350 regular cab 4x4 XL chassis as per the State of Michigan MiDEAL Contract #240000001208 for the total amount \$108,306.00; and for the purchase of two utility service bodies from Knapheide Truck Equipment as per the State of Michigan MiDEAL Contract #071B7700087 for the total amount of \$85,087.18.

These purchases will be funded by Fleet Management through the Motor Equipment 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 chassis and utility bodies will be combined for a single vehicle to be utilized by the Water – Customer Service Department for various operational duties, and are FY25 planned replacements of existing outdated equipment.

- Lunghamer Ford of Owosso \$ 256,900.00
5. Knapheide Truck Equipment (Ford F350 Chassis & Utility Body) \$174,220.25
 A cooperative purchase for the Fleet Management Department is recommended for the purchase of five each 2025 Ford F250 regular cab 4x4 XL chassis as per the State of Michigan MiDEAL Contract #240000001208 for the total amount \$256,900.00; and for the purchase of five utility service bodies from Knapheide Truck Equipment as per the State of Michigan MiDEAL Contract #071B7700087 for the total amount of \$174,220.25.

These purchases will be funded by Fleet Management through the Motor Equipment 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 chassis and utility bodies will be combined for a single vehicle to be utilized by Traffic Safety - Sign Shop for various operational duties, and are FY25 planned replacements of existing outdated equipment.

- Lunghamer Ford of Owosso \$50,725.00
6. Hoekstra Equipment (Ford F250 Chassis & Snowplow Equip) \$17,406.50
 A cooperative purchase for the Fleet Management Department is recommended for the purchase of a 2025 Ford F250 truck chassis from Lunghamer Ford of Owosso as per the State of Michigan MiDEAL Contract #240000001208 for \$50,725.00; and for the purchase of an Original Equipment Manufacturer (O.E.M.) snowplow V-Blade assemblies from Hoekstra Equipment as per Sourcewell contract #062222-DDY for \$17,406.50.

MiDEAL is an extended purchasing program which allows local units of government in Michigan to use State contracts for various goods and service; Sourcewell is a national purchasing cooperative who competitively solicit master contracts that are accessible nationally to government, education, and nonprofit organizations. There is no bid tabulation for this item.

These purchases will be funded by Fleet Management through the Motor Equipment Fund. The chassis and plow equipment are FY25 planned replacement of existing outdated equipment; once installation is complete the three individual operational vehicles to be utilized by the Refuse Department for various duties.

7. MacAllister Machinery, Inc. (CAT Backhoe Loader) \$431,548.88
 A cooperative purchase as per the State of Michigan MiDEAL Contract #240000000165 is recommended for the purchase of two Original Equipment Manufacturer (O.E.M.) Caterpillar 450 Backhoe Loaders for the Fleet Management Department from MacAllister Machinery, Inc. for the total amount of \$431,548.88.

This purchase will be funded by Fleet Management through the Motor Equipment 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 backhoe loaders will be replacements of existing outdated equipment that has reached the end of its useful life, and will be utilized by Public Works staff for daily operational needs, including utility cut repairs in collaboration with the Water Department for trench repairs, loading of materials and supplies, mounting of front plows, and storm response services.

Your FISCAL COMMITTEE recommends the adoption of the following bid List Resolution for March 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. Weed and Feed Lawn Care

One-year term contract with two, one-year renewal options for weed control services for Water and Environmental Services from Weed and Feed Lawn Care for an annual “not-to-exceed” amount of \$20,000.00 (estimated three-year total of \$60,000.00).

2. Doxim Utilitec LLC

One-year contract extension for bill print, mail, & electronic billing services for the Water and Treasurer Departments from Doxim Utilitec, LLC for the annual “not-to-exceed” amount of \$400,000.00.

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

3. Landscape Forms Inc.

Purchase of Original Equipment Manufacturer (O.E.M.) outdoor tables and chairs for Rosa Parks Circle for the Parks and Recreation Department from Landscape Forms Inc. for the total amount of \$152,120.00.

**4. Lunghamer Ford of Owosso
Knapheide Truck Equipment**

Cooperative purchase for the Fleet Management Department for two 2025 Ford F350 regular cab 4x4 XL chassis as per the State of Michigan MiDEAL Contract #240000001208 for the total amount \$108,306.00; and for the purchase of two utility service bodies from Knapheide Truck Equipment as per the State of Michigan MiDEAL Contract #071B7700087 for the total amount of \$85,087.18.

**5. Lunghamer Ford of Owosso
Knapheide Truck Equipment**

Cooperative purchase for the Fleet Management Department for the purchase of five 2025 Ford F250 regular cab 4x4 XL chassis as per the State of Michigan MiDEAL Contract #240000001208 for the total amount \$256,900.00; and for the purchase of five utility service bodies from Knapheide Truck Equipment as per the State of Michigan MiDEAL Contract #071B7700087 for the total amount of \$174,220.25.

Lunghamer Ford of Owosso

6. Hoekstra Equipment

Cooperative purchase for the Fleet Management Department for a 2025 Ford F250 regular cab 4x4 XL chassis as per the State of Michigan MiDEAL Contract #240000001208 for \$50,725.00; and for the purchase of Original Equipment Manufacturer (O.E.M.) snowplow V-Blade assemblies from Hoekstra Equipment as per Sourcewell contract #062222-DDY for \$17,406.50.

7. MacAllister Machinery, Inc.

Cooperative purchase as per the State of Michigan MiDEAL Contract #240000000165 is recommended for the purchase of two Original Equipment Manufacturer (O.E.M.) Caterpillar 450 Backhoe Loaders for the Fleet Management Department from MacAllister Machinery, Inc. for the total amount of \$431,548.88.


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DEPARTMENT OF LAW