



CITY OF NOVI CITY COUNCIL
MARCH 18, 2024

SUBJECT: Approval to award a unit price debris removal services contract to Ellsworth Industries, Inc., the low bidder, in the estimated annual amount of \$50,000. The contract term is one year with three one-year renewal options.

SUBMITTING DEPARTMENT: Department of Public Works – Field Operations Division

EXPENDITURE REQUIRED	\$50,000
AMOUNT BUDGETED	\$10,000 (202-449.20-866.045), Routine Maintenance – Debris Removal \$10,000 (203-449.30-866.045), Routine Maintenance – Debris Removal \$30,000 (211-445.00-936.124), Storm Sewer Maintenance–Debris Removal \$195,000 (592-536.00-936.025), Water Line Maintenance
APPROPRIATION REQUIRED	N/A
LINE ITEM NUMBER	202-449.20-866.045 (Routine Maintenance – Debris Removal) 203-449.30-866.045 (Routine Maintenance – Debris Removal) 211-445.00-936.124 (Storm Sewer Maintenance – Debris Removal) 592-536.00-936.025 (Water Line Maintenance - Water & Sewer Fund)

BACKGROUND INFORMATION:

The Department of Public Works generates different types of debris during operations, such as water main breaks, street sweeping, and catch basin cleaning. Debris is stored on City property and hauled off site quarterly or on an as-needed basis.

Staff received and opened three (3) bids on February 23, 2024 following a public solicitation period. The lowest bidder is Ellsworth Industries, Inc. Ellsworth's bid is recommended to be in the best interest of the City as it is responsive (i.e., Ellsworth has complied with all requirements of the bidding instructions), and it contains the lowest unit prices. The bid tabulation and services contract are attached for reference.

The City previously contracted with Ellsworth to remove debris, and they have performed successfully.

RECOMMENDED ACTION: Approval to award a unit price debris removal services contract to Ellsworth Industries, Inc., the low bidder, in the estimated annual amount of \$50,000. The contract term is one year with three one-year renewal options.