



CITY OF NOVI CITY COUNCIL
OCTOBER 14, 2024

SUBJECT: Approval to award a unit price contract for major pathways snow removal services to HL Landscaping, the low bidder, for an estimated annual amount of \$108,998. The contract term is one year with three one-year renewal options.

SUBMITTING DEPARTMENT: Department of Public Works, Field Operations Division
Integrated Solutions, Facilities

KEY HIGHLIGHTS:

- The scope of this service at a per push rate consists of clearing snow whenever a two-inch or greater snow accumulation exists from approximately 37 miles of sidewalks and pathways.
- The annual total accounts for an estimated 15 events requiring snow removal service on pathways, based on recent winter data.
- Clearing of snow and ice along selected major roads, in front of City-owned parcels, and in four parks- Pavilion Shore Park, Brookfarm Park, ITC Community Sports Park, and Lakeshore Park.

FINANCIAL IMPACT

	FY 2024/25
EXPENDITURE REQUIRED	\$ 5,412.45 General Fund <u>\$ 102,799.80 Municipal Street Fund</u> \$ 108,998.10 Estimated Annual Total
BUDGET	
General Fund (101-441.20-868.208) Parks Pathways Snow Removal	\$ 5,500
Municipal Street Fund (204-451.00-868.100) Streets Pathways Snow Removal	\$ 105,000
APPROPRIATION REQUIRED	\$ 0
FUND BALANCE IMPACT	\$ 0
Note: This item comes in under budget by \$1,002	

BACKGROUND INFORMATION:

The Department of Public Works is responsible for clearing snow and ice from sidewalks and pathways along selected major roads and in front of City-owned parcels. The Parks Maintenance Division has requested clearing of pathways in four parks be included in this award—Pavilion Shore Park, Brookfarm Park, ITC Community Sports Park, and Lakeshore Park. Clearing these segments of the non-motorized network each winter helps make Novi a more walkable community year-round.

DPW recently solicited unit price bids for snow removal services for the non-motorized segments depicted on the attached map. The scope of this service consists of clearing snow whenever a two-inch or greater snow accumulation exists from approximately 37 miles of sidewalks and pathways. The attached Invitation to Bid stipulates unit prices on a “per push” basis will be paid for each event the contractor is called to perform the service.

Three bids were received and opened on August 30, 2024, following a public bid solicitation period. The bid package was placed on the Michigan Inter-governmental Trade Network (MITN) under the category of Snow Removal Services. HL Landscaping was the low bidder. A table summarizing unit pricing for services is included in the packet.

RECOMMENDED ACTION: Approval to award a unit price contract for major pathways snow removal services to HL Landscaping, the low bidder, for an estimated annual amount of \$108,998.10. The contract term is one year with three one-year renewal options.