



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2022-0292

**TO:** Mayor and City Council Members  
**FROM:** Bill Fritz, P.E., Director Department of Public Services  
**DATE:** July 11, 2022  
**SUBJECT:** Purchase Authorization for Two (2) Utility Vehicles

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**REQUEST:**

City Council is requested to authorize the purchase of two (2) Utility Vehicles from Baker Vehicle Systems, Inc., Macedonia, OH in the amount of \$28,108.00.

**REASON FOR PURCHASE:**

The City issued an Invitation to Bid for two utility vehicles utilizing the MITN system. The solicitation was distributed to seventy potential vendors. One bid response was received. The response was reviewed by Parks and the Department of Public Services Fleet Department. The bid received from Baker Vehicle Systems, Inc. proposed Cushman utility vehicles and met specifications.

The utility vehicles will be primarily used for maintenance activities, garbage collection and transportation on park lawn areas among patrons and in the woods.

Award is recommended to Baker Vehicle Systems, Inc., as both a responsive responsible vendor meeting specification.

**PROCESS:**

**Vendor Name and Address:**

Baker Vehicle Systems, Inc.  
9035 Freeway Drive  
Macedonia, OH 44056

**Reason for Selection:**

Low Bid

**Method of Purchase:**

Purchase Order

**BUDGET:**

Funding is included in the FY 2022 Adopted Budget.

If approved by City Council, a 2<sup>nd</sup> Quarter Budget Amendment will be presented to increase the expense by \$700 from Fleet Retained Earnings.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fleet	661.938000	Maintenance - Vehicle	\$27,410	\$28,108	(\$698)

**RECOMMENDATION:**

City Council is requested to authorize the purchase of two (2) Utility Vehicles from Baker Vehicle Systems, Inc., Macedonia, OH in the amount of \$28,108.00.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney       Yes       N/A

