



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2020-0033

TO: Mayor and City Council Members
FROM: Ken Elwert, Director, Parks and Natural Resources Department
DATE: February 10, 2020
SUBJECT: Topdressing Sand

REQUEST:

City Council is requested to authorize a blanket purchase order for topdressing sand to Osburn Industries, Inc. in the amount not-to-exceed \$45,000.00 through December 31, 2022.

REASON FOR PURCHASE:

The Parks Department uses topdressing sand for soccer field renovations and regular field maintenance. Top dressing sand improves the safety, durability and recovery of natural turf playing surfaces. Sealed bids were solicited using the MITN System. Only one (1) response was received. Osburn Industries, Inc. has provided topdressing sand to the City over the past several years and the Parks Department has been very satisfied with the material and the services. It is recommended that award be made to Osburn Industries, Inc. as the lowest, responsive, responsible bidder.

PROCESS:

Vendor Name and Address:

Osburn Industries, Inc.
5850 Pardee Road
Taylor, MI 48180

Reason for Selection:

Lowest responsive, responsible bidder

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2020 Adopted Budget and FY 2021-22 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
General Fund	756.931000	Maintenance: Park	\$45,000	\$45,000	\$0

RECOMMENDATION:

It is recommended that Rochester Hills City Council authorize a blanket purchase order for topdressing sand to Osburn Industries, Inc., Taylor, Michigan in the amount not-to-exceed \$45,000 through December 31, 2022.

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