



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: 2019-0100

**TO:** Mayor and City Council Members  
**FROM:** Allan E. Schneck, P.E., Director Department of Public Services  
**DATE:** March 11, 2019  
**SUBJECT:** 23A Road Gravel - Aggregates

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**REQUEST:**

City Council is requested to authorize a blanket purchase order to Richmond Transport, Inc., Lenox, Michigan for 23A Road Gravel in the amount not-to-exceed \$30,000.00 through December 31, 2020.

**REASON FOR PURCHASE:**

The Department of Public Services will purchase 23A Road Gravel on an as-needed basis for routine maintenance on gravel roads, shoulder grading and water and sewer maintenance and repair.

Sealed bids were solicited on MITN for aggregates for the 2019 and 2020 maintenance seasons. Although four bids were received, only three vendors bid on 23A Road Gravel. The lowest responsive, responsible bid was from Richmond Transport, Inc.

The award of bid is recommended to Richmond Transport, Inc. as the low responsive responsible bidder.

**PROCESS:**

**Vendor Name and Address:**

Richmond Transport, Inc.  
4020 County Line  
Lenox, MI 48050

**Reason for Selection:**

Lowest Responsive Responsible Bidder

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funds are included as part of the FY 2019 Adopted Budget and 2020 Projected Budget.

Fund Name	Department Account No.	Account No. Description	2 Year Budget Amount	2 Year Cost	Remaining Budget
Major Roads Fund	462.781000	Material	\$1,500	\$1,300	\$200
Local Streets Fund	464.781000	Material	\$30,000	\$26,300	\$3,700
Sewer Fund	510.781000	Material	\$1,260	\$1,100	\$160
Water Fund	530.781000	Material	\$1,500	\$1,300	\$200
		<b>Total</b>	<b>\$34,260</b>	<b>\$30,000</b>	<b>\$4,260</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order to Richmond Transport, Inc., Lenox, Michigan for 23A Road Gravel in the amount not-to-exceed \$30,000.00 through December 31, 2020.

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