



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2017-0041 Version 2

TO: Mayor and City Council Members
FROM: Allan E. Schneck, P.E., Director of Public Services
DATE: October 23, 2017
SUBJECT: Increase to Blanket Purchase Order for Joint Sealant and Melter Applicators

REQUEST:

City Council is requested to authorize an increase to the existing one (1) year blanket purchase order for joint sealant material to National Highway Maintenance Systems, LTC (NHMS), Akron, OH in the amount of \$14,750.00 for a new not-to-exceed \$44,750.00 through December 31, 2017.

REASON FOR PURCHASE:

The Department of Public Services uses sealant material to fill cracks in the concrete and asphalt roads and pathways due to the deteriorating conditions throughout the City. The City issued an Invitation to Bid in 2015 for Joint Sealant utilizing the MITN website. NHMS was the lowest responsive, responsible bidder. The City requested bid pricing for a one (1) year period with an option to renew for an additional one (1) year period, provided the awarded vendor agrees to hold their pricing and all terms and conditions of the initial bid remain unchanged.

NHMS was the lowest responsive, responsible bidder and was awarded the contract for 2016 season. NHMS has provided sealant material to the City over the past several years and the Department of Public Services has been very satisfied with their services. NHMS also provides the City with two (2) melter applicators, which are used to heat the material for application to the roads and pathway, at no additional fee. Purchasing contacted NHMS to see if they would agree to hold past pricing and allow the City to exercise the renewal option of the contract. NHMS has agreed to hold their prices for an additional one-year period.

This increase is due to needing additional sealant to continue filling cracks in the asphalt and concrete roads throughout the City.

PROCESS:

Vendor Name and Address:

National Highway Maintenance Systems LTD
PO Box 5315
Akron, OH 44334

Reason for Selection:

Lowest Responsive Responsible Bidder

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2017 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Local Roads	464.781000	Materials	\$39,750	\$39,750	\$0
Pathway Maintenance	214.781000	Materials	\$5,000	\$5,000	\$0
		Total	\$44,750	\$44,750	\$0

RECOMMENDATION:

It is recommended that City Council authorize an increase to the one (1) year blanket purchase order for the purchase of joint sealant material to National Highway Maintenance Systems LTC, Akron Ohio in the total amount not-to-exceed \$44,750.00 through December 31, 2017.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		