



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)

Legislative File No: 2016-0012

**TO:** Mayor and City Council Members  
**FROM:** Allan E. Schneck, P.E., Director of Public Services  
**DATE:** January 25, 2016  
**SUBJECT:** Purchase Authorization for Water Service Repair Parts (Brass)

**REQUEST:**

City Council is requested to authorize a one (1) year blanket purchase order for brass water service repair parts to S.L.C. Meter, Pontiac, MI in the total amount not-to-exceed \$44,000.00 through December 31, 2016.

**REASON FOR PURCHASE:**

The Department of Public Services purchases miscellaneous items for emergency and normal daily operations consisting of various water tap and water main repair parts.

The City’s Purchasing Division issued an Invitation to Bid (ITB) for the purchase of water service repair parts utilizing the MITN system. Four responses were received. One bid was deemed non-responsive at the time of the bid opening, as the offer/signature page was not provided. Based on the review of the three remaining bidders award is recommended to S.L.C. Meter as the lowest responsive responsible bidder.

**PROCESS:**

**Vendor Name and Address:**

S.L.C. Meter  
595 Bradford  
Pontiac, MI 48341

**Reason for Selection:**

Lowest Responsive Responsible Bidder

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2106 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Water	530.740006	Supplies – Water Taps	\$44,000	\$44,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize the issuance of a one (1) year blanket purchase order for the purchase of water service repair parts to S.L.C. Meter, Pontiac, MI in the total amount not-to-exceed \$44,000.00 through December 31, 2016.

---

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