



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: 2024-0392

**TO:** Mayor and City Council Members

**FROM:** Ken Elwert, CPRE, Director Parks and Natural Resources  
Matt Einheuser, Natural Resources Manager

**DATE:** August 26, 2024

**SUBJECT:** Changeable Message Boards

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**REQUEST:**

City Council is requested to authorize a blanket purchase order for the rental of six (6) Changeable Message boards in the amount of \$55,800.00 through January 31, 2027 to State Barricades, Warren, MI.

**REASON FOR PURCHASE:**

Natural Resources is requesting a blanket purchase order for changeable message boards. The City's purchasing department issued an Invitation to Bid utilizing the MITN system. Five responses were received.

The message boards are used to alert drivers in high population deer areas to be aware that there may be deer in the area and to use caution. Each message board is relocated to six (6) different locations during the period of September through December. State Barricades submitted the lowest bid and has performed these services satisfactorily for the past ten years.

Award is recommended to State Barricades as the low responsive responsible bid.

**PROCESS:**

**Vendor Name and Address:**

State Barricades, Inc.  
24806 Industrial Highway  
Warren, MI 48089

**Reason for Selection:**

Low Bid

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2024 Adopted Budget and the FY 2025-2026 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
General Fund	102.954002	Misc Expense: Deer Management	\$60,000	\$55,800	\$4,200

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order for the rental of six (6) Changeable Message boards in the amount of \$55,800.00 through January 31, 2027 to State Barricades, Warren, Michigan.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney       Yes       N/A