



**City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.  
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[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No:** 2007-0682

**TO:** Mayor and City Council Members  
**FROM:** Roger Rousse, Department of Public Service, 841-2497  
**DATE:** September 19, 2007  
**SUBJECT:** Water Service and Repair Parts

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**REQUEST:**

City Council is requested to authorize a Blanket Purchase Order to Etna Supply Company of Grand Rapids, Michigan for Water Service and Repair Parts in the total amount of \$60,000.00 through October 1, 2008.

**REASON FOR PURCHASE:**

The Department of Public Service purchases miscellaneous items for emergency and normal daily operations consisting of water tap and water main repairs.

Sealed bids were solicited using the MITN website and the overall lowest responsive, responsible bidder was Etna Supply Company.

Based on past usage and future needs it was determined that Etna Supply Company was the overall lowest bidder. In addition, Etna Supply Company is able to provide all items listed in the bid.

The bid called for Ford Meter products based on the department of Public Services continued success with the Ford product line. Although another bidder was able to provide a lower price for the brass products they did not bid a Ford product. In the past, the department has tried other brands and has found that Ford parts offered the best quality for the price.

Due to the volatility of the market for copper-based products it was determined that the City pursue only a one year blanket at this time. The market conditions will continue to be monitored to determine the best course of action in the future

**PROCESS:**

**Vendor Name and Address:**

Etna Supply Company  
529 32<sup>nd</sup> St SE  
Grand Rapids, MI 49548

**Reason for Selection:**

Lowest responsive, responsible bidder

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Out of the \$60,000, it is anticipated that approximately \$10,000 will be spent out of the 2007 budget and the remaining \$50,000 will be included in the proposed 2008 budget.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>2007 Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Water	530.740006	Operating Supplies – Water Taps Only	\$130,000	\$10,000	\$120,000*
			2008 Proposed Budget		
			\$90,000	\$50,000	\$40,000

\* Approximately \$60,000 has been spent year to date.

**RECOMMENDATION:**

It is recommended that City Council authorize the issuance of a blanket purchase order to Etna Supply Company of Grand Rapids, Michigan for Water Service and Repair Parts in the not-to-exceed amount of \$60,000.00 through October 1, 2008.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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