



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2025-0239

TO: Mayor and City Council Members

FROM: Bill Fritz, P.E., Director, Department of Public Services

DATE: June 9, 2025

SUBJECT: East Jordan Hydrants and Supplies

REQUEST:

City Council is requested to authorize a blanket purchase order for East Jordan Iron Hydrants and Supplies to EJ USA, Inc. of East Jordan, Michigan for a one (1) year blanket purchase order with an option to renew for two (2) additional one (1) year periods in the amount not-to-exceed \$30,000.00 through April 30, 2026.

REASON FOR PURCHASE:

The department of Public services maintains the City's hydrants and requires a reliable source for parts and supplies. Items will be purchased on an "as needed" basis. The City issued a Solicitation for Quotation through the MITN system with four (4) responses received. The lowest, responsive, responsible bidder is EJ USA, Inc. and award is recommended to them.

Fire hydrants are a critical component of the City's infrastructure, providing a vital water source for firefighters to extinguish fires and protect lives and property. Reliable hydrants are essential for effective fire suppression, minimizing damage and ensuring the safety of residents and businesses. Properly maintained hydrants demonstrate the City's commitment to public safety and its proactive approach to emergency preparedness.

PROCESS:

Vendor Name and Address:

EJ USA, Inc.
301 Spring Street, PO Box 439
East Jordan, MI 49727

Reason for Selection:

Lowest, responsive, responsible bidder

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2025 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Water	530.740000	Operating Supplies	\$30,000	\$30,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize the blanket purchase order for East Jordan Hydrants and supplies in the amount of \$30,000.00 to EJ USA, Inc., East Jordan, Michigan.

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