



Richard J. Notte Sterling Heights City Center  
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**City Council**  
*Mayor* Michael C. Taylor  
*Mayor Pro Tem* Liz Sierawski  
*Councilwoman* Deanna Koski  
*Councilman* Michael V. Radtke Jr.  
*Councilwoman* Maria G. Schmidt  
*Councilman* Henry Yanez  
*Councilwoman* Barbara A. Ziarko

**City Manager** Mark D. Vanderpool

August 21, 2025

Kacey Spell, Wholesale Sales Manager  
RKA Petroleum Companies, Inc.  
28340 Wick Road  
Romulus, MI 48174

Via Email: [kspell@rka.com](mailto:kspell@rka.com)

Re: Two-Year Contract Extension

Dear Ms. Spell:

The City of Sterling Heights is the lead agency for the cooperative purchase of gasoline and diesel fuel under ITB-SH23-052. RKA Petroleum Companies, Inc. was awarded a contract for truck transport and tank wagon deliveries per unit prices in your bid dated November 14, 2023 for a two-year period. The bid specifications included an option to extend for two (2) additional years through mutual consent, under the same terms and conditions.

As the lead agency on this bid, Sterling Heights is recommending to the cooperative members the extension of the contract an additional two years, from February 1, 2026 through January 31, 2028.

To formalize this agreement to mutually extend the bid award, please sign the enclosed form which indicates your acknowledgement and consent to extend the Cooperative's purchase of truck transport and tank wagon deliveries of gasoline and diesel fuel from RKA Petroleum Companies, Inc. for an additional two-year period, honoring all terms and conditions of the present contract, effective upon Sterling Heights approval, and cooperative member approval, when applicable.

Please email the completed form to me at: [shpurchasing@sterlingheights.gov](mailto:shpurchasing@sterlingheights.gov)

If you have any questions, I can be reached at (586) 446-2741.

Sincerely,

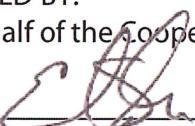
Erik Skurda  
Purchasing Manager  
Enclosure

**TRUCK TRANSPORT AND TANK WAGON DELIVERIES OF GASOLINE AND DIESEL FUEL**  
**TWO-YEAR EXTENSION OF CONTRACT AT UNIT PRICES BID**  
**ITB-SH23-052**

The signatures below serve as confirmation that RKA Petroleum Companies, Inc. is in receipt of a letter from the City of Sterling Heights (lead agency in the fuel purchasing cooperative), dated August 21, 2025 from Purchasing Manager Erik Skurda.

RKA Petroleum Companies, Inc., 28340 Wick Road, Romulus, MI 48174 acknowledges the City's / Cooperative's request and mutually agrees to extend the contract for the purchase of truck transport and tank wagon deliveries of gasoline and diesel fuel for an additional two-year period, through January 31, 2028, at unit prices stated in the bid of November 14, 2023, all other terms and conditions remain the same. This extension shall be binding upon final review and approval by the City of Sterling Heights, and approval by the respective cooperative members, when applicable.

PREPARED BY:  
(On behalf of the Cooperative)

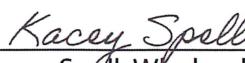
  
\_\_\_\_\_  
Erik Skurda, Purchasing Manager  
City of Sterling Heights

8/21/2025

Date

REVIEWED AND ACCEPTED BY:

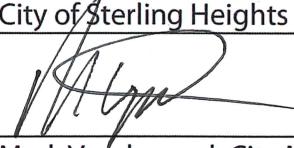
RKA Petroleum Companies, Inc.

  
\_\_\_\_\_  
Kacey Spell, Wholesale Sales Manager

8/21/2025

Date

City of Sterling Heights

  
\_\_\_\_\_  
Mark Vanderpool, City Manager

9/4/25

Date