



## CITY COUNCIL AGENDA ITEM

Date: November 12, 2013

To: Brian Kischnick, City Manager

From: Timothy L. Richnak, Public Works Director  
Kurt Bovensiep, Parks, Streets and Drain Superintendent  
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 1: Award to Low Bidder – Asphalt Patching Material – Cold

### History

Asphalt Patching Material – Cold, is used on a seasonal basis during colder weather as a temporary patching repair to paved surfaces as needed.

### Purchasing

On November 7, 2013; a bid opening was conducted as required by City Charter/Code and bid proposals were received at the City's request from firms interested in providing seasonal requirements of Asphalt Patching Material – Cold Patch. Companies were notified via the Michigan Intergovernmental Trade Network (MITN); [www.mitn.info](http://www.mitn.info). 76 vendors were notified via the MITN website. Three (3) bid responses were received. Below is a detailed summary of the vendor responses.

|   |    |
|---|----|
| <b>Companies notified via MITN</b>                | 76 |
| Troy Companies notified via MITN                  | 1  |
| Troy Companies notified Active email Notification | 1  |
| Troy Companies notified Active Free               | 0  |
| <b>Companies that viewed the bid</b>              | 12 |
| Troy Companies that viewed the bid                | 0  |

***MITN** provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*

**Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

**Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City.

**Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

After reviewing the bid proposals, Cadillac Asphalt LLC of Wixom, MI was low bidder meeting specification and is being recommended for the purchase of Asphalt Patching Material – Cold Patch as required and on an as needed basis.

### Financial

Funds are available through the Public Works operating budgets for the Streets and Water Divisions.

### Recommendation

City Management recommends awarding a contract for seasonal requirements of Asphalt Patching Material – Cold Patch, to the low bidder, *Cadillac Asphalt LLC of Wixom, MI*; to be purchased on an as needed basis for an estimated total cost of \$39,000.00 at the unit price contained in the bid tabulation opened November 7, 2013; not to exceed annual budget limitations.

Opening Date -- 10/24/13  
 Date Reviewed - 11/18/13

CITY OF TROY  
 BID TABULATION  
 ASPHALT PATCHING MATERIAL - COLD PATCH

|              |    |                             |                    |                |
|--------------|----|-----------------------------|--------------------|----------------|
| VENDOR NAME: | ** | <b>Cadillac Asphalt LLC</b> | Ace-Saginaw Paving | Barrett Paving |
|              |    | <b>Wixom, MI</b>            | Saginaw MI         | Ypsilanti, MI  |

**PROPOSAL: Provide seasonal requirements of Asphalt Patching Material - Cold Patch**

|  | UOM           | QTY                                 | Unit Price          | Ext Price    | Unit Price           | Ext Price    | Unit Price   | Ext Price    |
|--|---------------|-------------------------------------|---------------------|--------------|----------------------|--------------|--------------|--------------|
| QPR/UPM or Approved Alternate - Delivered  | TON           | 400                                 | \$ 97.50            | \$ 39,000.00 | \$98.07              | \$ 39,228.00 | \$ 111.50    | \$ 44,600.00 |
| <b>Brand Requirement:</b>  |               | <i>Brand Name or Approved Equal</i> |                     |              |                      |              |              |              |
| <b>Manufacturer:</b> QPR/UPM   |               |                                     | CPI/SCM             |              | Quoting as Specified |              | UPM/UPM      |              |
| <b>Delivery will be within how many hours after a verbal request for material.</b> |               |                                     | 48 hours            |              | 48 hours             |              | 48 hours     |              |
| <b>Payment Terms:</b>  |               |                                     | Net 30              |              | Net 30               |              | Net 30       |              |
| <b>All or None Award:</b>  | <b>Yes/No</b> |                                     | Yes                 |              | Yes                  |              | Yes          |              |
| <b>Contact Information:</b>  |               |                                     | Denny West          |              | Nathan Gotts         |              | Mike Verklan |              |
| Hours of Operation:  |               |                                     | M-F 8:00am - 3:00pm |              | Mon & Wed 8am-Noon   |              | 7am-3pm      |              |
| 24 hour phone number:  |               |                                     | 248-388-8802        |              | 989.737.2863         |              | 734.260.5784 |              |
| <b>Additional forms</b>  | <b>Yes/No</b> |                                     | Yes                 |              | Yes                  |              | Yes          |              |
| <b>Insurance/Can meet</b>  | <b>Yes/No</b> |                                     | Yes                 |              | Yes                  |              | Yes          |              |
| <b>MSDS Sheet</b>  | <b>Yes/No</b> |                                     | No                  |              | No                   |              | Yes          |              |

\*\* Denotes Low Bidder Meeting Specification.

ATTEST:

Emily Frontera  
 \_\_\_\_\_  
 Susan Riesterer  
 \_\_\_\_\_  
 MaryBeth Murz  
 \_\_\_\_\_

\_\_\_\_\_  
 MaryBeth Murz,  
 Purchasing Manager