



# CITY COUNCIL AGENDA ITEM

Date: December 11, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager  
 Timothy L. Richnak, Public Works Director  
 Kurt Bovensiep, Public Works Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder meeting Specifications – 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.
- Last year the City used approximately 195 tons of patching material.
- The current contract expired April 30, 2014.

**Purchasing**

On December 11, 2014; 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). Sixty eight (68) vendors were notified via the MITN website. Two (2) bid responses were received. Below is a detailed summary of the vendor responses.

<b>Companies notified via MITN</b>	68
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>	9
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 the low bidder meeting specifications and is being recommended for the purchase of Asphalt Patching Material – Cold Patch as required and on an as needed basis.

**Financial**

Funds for the purchase of Asphalt Patching Material – Cold Patch are budgeted and available in various 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 meeting specifications, *Cadillac Asphalt, LLC of Wixom, MI*; to be purchased on an as needed basis for an estimated total cost of \$42,000.00 at the unit price contained in the bid tabulation opened December 11, 2014; not to exceed annual budget limitations.

Opening Date -- 12/11/2014  
 Date Reviewed - 12/11/2014

CITY OF TROY  
 BID TABULATION  
 ASPHALT PATCHING MATERIAL - COLD PATCH

<b>VENDOR NAME:</b>	**	<b>Cadillac Asphalt</b>	Barrett Paving Materials Inc
		<b>Canton, MI</b>	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	\$ 105.00	\$ 42,000.00	\$109.00	\$ 43,600.00		\$ -
<b>Brand Requirement:</b>			<i>Brand Name or Approved Equal</i>					
<b>Manufacturer:</b> QPR/UPM			As Specified		As Specified			
<b>Delivery will be within how many hours after a verbal request for material.</b>			48 hours		7:00 am - 3:00pm M-F			
<b>Payment Terms:</b>			Net 30 days		Net 30 days			
<b>All or None Award:</b>	<b>Yes/No</b>		Yes		Yes			
<b>Contact Information:</b>								
Hours of Operation:			Mon - Fri 8:00am - 4:00pm		Mon - Fri 7:00am - 3:00pm			
24 hour phone number:			248-388-8802		586-405-3250			
<b>Additional forms</b>	<b>Yes/No</b>		4		4			
<b>Insurance/Can meet</b>	<b>Yes/No</b>		Yes		Yes			
<b>MSDS Sheet</b>	<b>Yes/No</b>		No		Yes			

\*\* Denotes Low Bidder Meeting Specification.

ATTEST:

Enna Bachelor  
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 Emily Frontera  
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 Susa Riesterer  
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 MaryBeth Murz,  
 Purchasing Manager