



# CITY COUNCIL AGENDA ITEM

Date: December 16, 2015

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.
- Usage history for patching material is as follows:

	<u>Quantity (tons)</u>	<u>Price/Ton</u>	<u>Total</u>
2013	147	\$95.00	\$13,927.00
2014	195	\$97.50	\$18,989.00
2015	145	\$105.00	\$15,171.45

- The current contract expires December 31, 2015.

**Purchasing**

On December 3, 2015; 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). 112 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>	112
Troy Companies notified via MITN	2
Troy Companies notified Active email Notification	2
Troy Companies - Active Free	0
<b>Companies that viewed the bid</b>	10
Troy Companies that viewed the bid	2

**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, *Ace-Saginaw Paving Co, of Saginaw, 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.



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### **Recommendation**

City Management recommends awarding a contract for seasonal requirements of Asphalt Patching Material – Cold Patch, to the low bidder meeting specifications, *Ace-Saginaw Paving Co, of Saginaw, MI*; to be purchased on an as needed basis for an estimated total cost of \$35,916.00 at the unit price contained in the bid tabulation opened December 3, 2014; not to exceed annual budget limitations.

<b>VENDOR NAME:</b>	<b>Ace-Saginaw Paving Company</b>	Ajax Materials Corporation	Cadillac Asphalt	
	<b>Saginaw, MI</b>	Troy, MI	Canton, MI	
	<i>As Specified</i>	<i>As Specified</i>	<i>As Specified</i>	<i>Alternate</i>

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

	UOM	QTY	Unit	Ext Price	Unit	Ext Price	Unit	Ext Price	Unit	Ext Price
QPR/UPM or Approved Alternate - Delivered	TON	400	\$89.79	\$ 35,916.00	\$ 115.00	\$ 46,000.00	\$125.00	\$ 50,000.00	\$ 112.00	\$ 44,800.00

<b>Brand Requirement:</b>	<i>Brand Name or Approved Equal</i>										
<b>Minimum Load (State minimum load requirement)</b>	50 tons		50 ton train load		50 tons						
<b>Delivery will be within how many hours after a verbal request for material.</b>	2 days		24 - 48 hours upon receipt of order		48 hours						
<b>Payment Terms:</b>	Net 30		Net 30 days upon receipt		Net 30 days						
<b>Contact Information:</b>											
Hours of Operation:	Dec-March: Mon, Wed April-Nov: Mon-Fri		Mon-Thurs. 8:00am - 2:00pm		Mon-Fri 8:00-4:00						
24 hour phone number:	989-737-2863				586-405-3250						
<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>	Yes		Yes		Yes					
<b>Exceptions</b>	Blank		None		None						

**ATTEST:**  
 Sara Teets  
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 Emily Frontera  
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 Enna Bachelor  
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 Susan Riesterer  
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 MaryBeth Murz,  
 Purchasing Manager