



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2014-0414 Version 2

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Ordinance/Facilities
DATE: March 16, 2015
SUBJECT: Contract for Snow Removal Services

REQUEST:

City Council is requested to authorize an increase of \$50,000 to the existing blanket purchase order for the City's snow removal contract to Ultra Professional Outdoor Services, LLC, Auburn Hills Michigan for a new total amount not-to-exceed \$125,000.

REASON FOR PURCHASE:

City Council approved snow removal services in the amount of \$75,000 for the 2014-2015 winter season to Ultra Professional Outdoor Services on October 6, 2014. The award was based on the competitively solicited Request for Proposal issued by the City. Ultra Professional Outdoor Services of Auburn Hills, Michigan was selected as the vendor providing the best value proposal for the snow removal services at City Hall, 52/3rd District Court and the Oakland County Sheriff's Office Substation.

The extreme cold of the 2014-15 winter season combined with several light snow (1-2" accumulation) events, created the need for more parking lot and sidewalk salting this season in order to provide for a safe environment for vehicles and persons accessing city buildings and facilities. There were also additional expenses incurred to remove excess amounts of accumulated snow. Additional funds of \$50,000 are being requested in order to maintain snow removal services for the remainder of the 2014-2015 winter season.

PROCESS:

Vendor Name and Address:

Ultra Professional Outdoor Services LLC
2431 Pontiac Road
Auburn Hills, MI 48326

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

To offset the additional \$50,000 in funding requested for Snow Plowing services, Facilities Division staff proposes to utilize \$17,000 in excess funding budgeted for Janitorial services (631.807000) as the costs for this current janitorial contract are lower than were anticipated. Facilities Division staff also proposes to reduce and monitor/manage the Repairs & Maintenance account (631.929000) by \$33,000, so as to not increase the bottom line adopted Facilities budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.807000	Contractual Services - Snow Plowing	\$75,000	\$125,000	(\$50,000)

RECOMMENDATION:

It is recommended City Council authorizes an increase of \$50,000 to the existing blanket purchase order for snow removal services contract to Ultra Professional Outdoor Services, Auburn Hills, MI for a new total amount not-to-exceed \$125,000 through June 30, 2015.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		