



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2013-0018

TO: Mayor and City Council Members
FROM: Scott Cope, Director of Building Department 248.841.2445
DATE: January 2, 2013
SUBJECT: 2013 Landscaping Services and Lawn Mowing

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Green Meadows Lawnscape Inc, for 2013 Landscaping Services and Lawn Mowing for City-owned sites in the amount not-to-exceed Eighty Thousand (\$80,000) Dollars through December 31, 2013.

REASON FOR PURCHASE:

City owned properties and boulevards are a highly visible component of the suburban landscape. It is important for the City to maintain the quality of its outdoor environment and natural features for the benefit of its citizens and to further enhance property values. The general appearance of these properties requires a level of maintenance for the proper landscape environment in order to preserve the citizens' investment in these properties.

The Purchasing Division solicited competitively sealed proposals for 2011 Landscaping Services, which were opened on March 28, 2011. Green Meadows Lawnscape Inc. was selected as providing the best value and submitting the most responsive, responsible proposal for landscape and lawn mowing services for the 2011 season and 2012 season. Green Meadows Lawnscape Inc has performed the noted services in the past in a professional and satisfactory manner. The City of Rochester Hills wishes to exercise its option to renew for the 2013 season.

The not-to-exceed amount also includes funds to account for additional mowing due to weather conditions and other City events.

PROCESS:

Vendor Name and Address:

Green Meadows Lawnscape Inc
47515 Ryan Road
Shelby Township MI 48317

Reason for Selection:

Best value and submitted the most responsive, responsible proposal

Method of Purchase:

1-year blanket purchase order

BUDGET:

Funding for the 2013 Landscaping Services and Lawn Mowing will be taken from the Facilities, Parks and Major Roads Funds.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
631 Facilities Fund	807000	Contractual Services 2013 Adopted	\$80,000	\$80,000	-0-

RECOMMENDATION:

It is recommended that the Rochester Hills City Council award the contract for Landscaping Services and Lawn Mowing for the 2013 season for various City-owned properties and boulevards by exercising its option to renew to Green Meadows Lawnscape Inc in the amount not-to-exceed Eighty Thousand (\$80,000) Dollars through December 31, 2013.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		