



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: 2018-0295 Version 2

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: March 25, 2019
SUBJECT: Increase to Blanket Purchase Order for Snow Removal Services 2018-2019 Winter Season

REQUEST:

City Council is requested to increase the blanket purchase order to Xpert Lawn and Snow, Inc., 21083 Mound Road, Warren, MI 48091 for snow removal services for the 2018-2019 winter season at City Hall, 52/3rd District Court, Oakland County Sheriff's Office Substation and the five fire stations in the amount of \$50,000.00 for a new not-to-exceed amount of \$125,000.00 through June 30, 2019.

REASON FOR PURCHASE:

The increase to the blanket is requested due to the large amount of snow events this season which resulted in more plowing and salting of City properties.

The eight (8) City owned buildings that the Service Company is responsible for are as follows:

- Location #1:** City Hall, 1000 Rochester Hills Drive, Rochester Hills
- Location #2:** 52/3 District Court, 700 Barclay Circle, Rochester Hills
- Location #3:** OCSO Substation, 750 Barclay Circle, Rochester Hills
- Location #4:** Fire Station #1, 1111 Horizon Court, Rochester Hills
- Location #5:** Fire Station #2, 1251 E. Auburn Road, Rochester Hills
- Location #6:** Fire Station #3, 2137 W. Auburn Road, Rochester Hills
- Location #7:** Fire Station #4, 2723 Walton Boulevard, Rochester Hills
- Location #8:** Fire Station #5, 251 E. Tienken Road, Rochester Hills

Snow removal at remaining City facilities will be completed by City personnel. The City has the option at any time during the term of the contract to delete buildings and/or services.

PROCESS:

Vendor Name and Address:

Xpert Lawn and Snow, Inc.
21083 Mound Road
Warren, MI 48091

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2019 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$125,000	\$125,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order to Xpert Lawn and Snow, Inc., 21083 Mound Road, Warren, MI 48091 for snow removal services for the 2018-2019 winter season at City Hall, 52/3rd District Court, Oakland County Sheriff's Office Substation and the five fire stations in the amount of \$50,000.00 for a new not-to-exceed amount of \$125,000.00 through June 30, 2019.

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