



**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: 2007-0230

TO: Mayor and City Council Members
FROM: Roger Rouse, DPS/Engineering, 248.841.2497
DATE: March 30, 2007
SUBJECT: 2007 Landscape Services

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Quality Landscape & Fertilizing, Inc. PO Box 80392, Rochester, MI, for landscape and lawn mowing services for City-owned sites in the amount of Fifty One Thousand One Hundred Sixty (\$51,160) Dollars, for a period of one (1) year.

REASON FOR PURCHASE:

On February 7, 2007, the Purchasing Division received proposals from qualified and experienced companies to provide supervision, labor, equipment, services and expertise required to perform landscape services, including lawn mowing, bed maintenance and shrub trimming at various City locations for the 2007 season. After review and evaluation of the proposals, Quality Landscape & Fertilizing, Inc. was selected as providing the best value and lowest cost proposed for landscape and lawn mowing services for the City.

The allocations of costs for the various City sites are depicted on the attached spreadsheet. 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:

Quality Landscape & Fertilizing Inc
PO Box 80392
Rochester MI 48308

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

1-year blanket purchase order

BUDGET:

Funds for the lawn mowing and landscape services are included in the 2007 budget. There will be no additional staffing required.

| Fund Name | Department Account No | Account No. Description | Budget Amount | Cost | Remaining Budget |
|-----------------------|------------------------------|-----------------------------------|----------------------|-------------|-------------------------|
| Facilities Fund – 631 | 631.807000 | Contractual Service – Lawn Mowing | \$66,860 | \$30,860 | \$36,000 |
| MRF 202 | 462.807000 | Contractual Service – Mowing | \$40,000 | \$20,300 | \$19,700 |
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RECOMMENDATION:

It is recommended that the City Council authorize the issuance of a blanket purchase order to Quality Landscape & Fertilizing, Inc of Rochester, Michigan, for landscape and lawn mowing services for City-owned sites in the amount not-to-exceed Fifty One Thousand One Hundred Sixty (\$51,160) Dollars, for the period of one (1) year.

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

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