

## City Council Agenda Summary Sheet (Purchases)

**Agenda No:** 2004-0695  
**Date:** August 17, 2004  
**Prepared By:** Jean Farris  
**City File No:**

**Meeting Date:** September 1, 2004

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**PURPOSE:**

Authorization of contract award for snow removal services for the 2004-2005 winter season for the Community Development Block Grant (CDBG) Home Chore Program to NLS Lawn Care, Inc., Dearborn, Michigan in the amount not-to-exceed \$33,000.

**DISCUSSION:**

The CDBG Home Chore Program in Rochester Hills provides snow removal services to income qualified residents 62 years of age and older and handicapped residents. This year's program will continue to be administered by the Older Persons commission (OPC) as in past years. The estimated funds required for the 2004-2005 winter season for snow removal services is \$33,000.

Competitive sealed bids were solicited. NLS Lawn Care, Inc. submitted the lowest, responsive responsible bid and was supported by favorable references.

**FISCAL INFORMATION:**

| Fund Name      | Fund Account # | Description                    | Budget Amount | Cost     | Remaining Budget |
|----------------|----------------|--------------------------------|---------------|----------|------------------|
| General – CDBG | 666.807000     | Snow Plowing                   | \$26,000 *    | \$33,000 |                  |
|                | 101.677001     | Reimbursement – Oakland County | \$7,000       |          |                  |
|                |                |                                |               |          |                  |
|                |                |                                |               |          |                  |
|                |                |                                |               |          |                  |

\*All funds expended are reimbursed through CDBG funding. Additional expense would be offset by additional revenue.

**Vendor Name and Address:**

NLS Lawn Care, Inc.  
 2411 Boldt  
 Dearborn, Michigan 48124

**Reason for Selection:**

Lowest responsive responsible bid

**Method of Purchase:**

Contract/Blanket Purchase Order

**RECOMMENDATION:**

It is recommended that City Council authorize the award of the contract to NLS Lawn Care, Inc., Dearborn, Michigan in the amount not-to-exceed \$33,000 through July 1, 2005 to provide snow removal services for the 2004-2005 Community Development Block Grant (CDBG) Home Chore Program or to the extent that CDBG funds are available.

**ATTACHMENTS:**

Bid Tabulation

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Department Authorization: Pat Somerville, Mayor

Reviewed by:

Fiscal: *Joe Snyder*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**