

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0060
Date: 01/30/2004
Prepared By: Julie Hamilton, Fiscal-Purchasing, 841-2537
City File No:

Meeting Date: February 18, 2004

PURPOSE:

City Council is requested to authorize the issuance of a blanket purchase order to Kleen Kut of Washington, Michigan for lawn maintenance and weed mowing services for right-of-way and detention basin mowing in the amount not-to-exceed \$65,200.00

DISCUSSION:

Sealed bids for lawn maintenance and weed mowing services were solicited and awarded to Kleen-Kut, the sole vendor, March 2001. The bid included an option to renew for an additional five years, on a yearly basis, which the City wishes to exercise through February 28, 2005.

The contract with Kleen Kut offers value to the City through price and the quality of services.

FISCAL INFORMATION:

Funds for the lawn maintenance and weed mowing services are budgeted in Major Roads, Bike Paths and Drains under Contractual Services. There will be no additional staffing required.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Routine Maint	202	Contractual Service	\$25,000.00	\$25,000.00	\$0.00
Bike Path	214	Contractual Service	\$32,000.00	\$32,000.00	\$0.00
Drains	244	Contractual Service	\$ 8,200.00	\$ 8,200.00	\$0.00

Vendor Name and Address:

Kleen Kut
 PO Box 528
 Washington, MI 48094

Reason for Selection:

Responsible, responsive bidder

Method of Purchase:

Blanket Purchase Order

RECOMMENDATION:

It is recommended that City Council authorize the issuance of a blanket purchase order to Kleen Kut of Washington, Michigan for lawn maintenance and weed mowing services for right-of-way and detention basin mowing in the amount not-to-exceed \$65,200.00 through February 28, 2005.

ATTACHMENTS:

Department Authorization: Roger Rouse

Reviewed by:

Fiscal: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

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