

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0067
Date: January 27, 2004
Prepared By: Bob Srogi, Facilities Manager
City File No: n/a

Meeting Date: February 18, 2004

PURPOSE:

To amend the existing \$25,000 Blanket Purchase Order to Road Runr Maintenance by an additional \$10,000, in the amended amount of \$35,000 and to extend the expiration date for an additional 3-months to expire on June 1, 2004.

DISCUSSION:

The City solicited quotes and entered into a contract with Road Runr Maintenance, 691 Orchard Lake, Pontiac, MI 48341 on August 19, 2003, to provide temporary custodial services to a term to expire on March 1, 2004. The City desires to continue utilizing temporary custodial services for an additional 3-months in order to provide adequate time to prepare and solicit a more comprehensive Request for Proposal for Custodial Services extending over a longer period of time. The City wishes to exercise its option to renew the contract for an additional 3-month term to expire on June 1, 2004 and to increase the existing blanket by an additional \$10,000 to cover the added expenditure caused by the revised timeframe.

FISCAL INFORMATION:

Budget amendment from personnel accounts. Money is available due to vacancy in the Facilities Department.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Facilities	807000	Contractual Services	0	\$10,000	(\$10,000)

Vendor Name and Address:

Road Runr Maintenance, 691 Orchard Lake Road, Pontiac MI 48341

Reason for Selection:

Lowest, responsive, responsible quote

Method of Purchase:

Blanket Purchase Order

RECOMMENDATION:

That the Rochester Hills City Council authorize an increase to the existing \$25,000 Blanket Purchase Order to Road Runr Maintenance for Temporary Custodial Services by an additional \$10,000, resulting in an amended amount not-to-exceed \$35,000 and to extend the expiration date for an additional 3-months to expire on June 1, 2004.

ATTACHMENTS:

n/a

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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