



**City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.
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Legislative File No: 2007-0447 Version 4

TO: Mayor and City Council Members
FROM: Roger Rousse, Department of Public Services Director
DATE: June 18, 2008
SUBJECT: Amendment to existing blanket purchase for snow removal services.

REQUEST:

City Council is requested to authorize an amendment of an existing blanket purchase order to Advanced Services Landscape, LLC, Sterling Heights, Michigan, for 2007-2008 winter season snow removal services at City Hall, Precinct #5, 52/3rd District Court and Oakland County Sheriff Department Substation in the amount of \$1,136.00 for a new total amount not-to-exceed \$96,836 through October 15, 2008.

REASON FOR PURCHASE:

The blanket purchase order was increased \$25,000 on February 25, 2008, and increased \$25,000 on April 7, 2008 to \$95,700 with the expectation that this would be sufficient funding through the end of the winter season. The heavy snowfalls through February and into early March resulted in invoices exceeding the current blanket as the winter held the winter record as the fifth heaviest snowfall.

During the recent reorganization of the Facilities Division, a March 2008 invoice in the amount of \$6,435 was discovered unpaid with a remaining balance on the current blanket of \$5,299--resulting in a shortage of \$1,136. This request is to increase the blanket purchase order an additional \$1,136 for a new not-to-exceed amount of \$96,836.

Purchasing solicited competitive sealed proposals for Snow Removal Services, which were opened on August 22, 2006. Advanced Services Landscape, LLC, was selected as providing the best value and lowest cost for winter season snow removal services for the City at four (4) City owned facilities. The service company is responsible for four (4) City owned buildings:

- Location #1: Rochester Hills Municipal Offices (City Hall), 1000 Rochester Hills Drive, Rochester Hills**
- Location #2: Precinct #5, 1551 East Auburn Road, Rochester Hills**
- Location #3: 52/3 District Courthouse, 700 Barclay Circle, Rochester Hills**
- Location #4: OCSD Substation, 750 Barclay Circle, Rochester Hills**

PROCESS:

Vendor Name and Address:

Advanced Services Landscape, LLC
35405 Beattie Drive
Sterling Heights MI 48312

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

1-year blanket purchase order.

BUDGET:

Funding for Snow Removal Services will be taken from the Facilities Division budget. A budget amendment may be necessary to offset the snowplowing expense.

Fund Name	Department Account No	Account No. Description	Budget Amount	2008 Cost	Remaining Budget
631 Facilities Fund	631.807000	Contractual Services 2008	\$42,700	\$68,064	(\$25,364)

RECOMMENDATION:

It is recommended that the Rochester Hills City Council amend the existing blanket purchase order to Advanced Services Landscape, LLC, Sterling Heights, Michigan in the amount of \$1,136 for a new total amount not-to-exceed \$96,836 through October 15, 2008.

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		