



**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: 2010 - 0184

TO: Mayor and City Council Members

FROM: Roger H. Rousse, Director of Public Service

DATE: March 29, 2010

SUBJECT: Three (3) Interlocal Service Agreements between the Cities of Rochester Hills and Rochester, Older Persons Commissions and the Rochester Hills Public Library for Fleet Services
City File No. E10-024

REQUEST:

That City Council approves the three (3) Interlocal Service Agreements between the Cities of Rochester Hills and Rochester, the Older Persons Commissions and the Rochester Hills Public Library for Fleet Services and authorizes the Mayor to execute the agreements on behalf of the City.

BACKGROUND:

Rochester Hills Department of Public Service Facility located at 511 East Auburn Road contains the Fleet Division which operates a vehicle repair facility. The Fleet Division has the necessary tools, equipment and personnel capable of repairing and maintaining municipal vehicles including loaders, dozers, cars and trucks.

Discussions with the City of Rochester indicated that there was a need for assistance from Rochester Hills to utilize our Fleet Division Services on an as-requested basis. In addition, discussions with the Older Persons Commission and Rochester Hills Public Library indicated their need for Fleet Services. John Staran, City Attorney and Rochester City Attorney Kraft prepared the agreements based on the operating terms developed by the three (3) parties.

Along with the cost of all parts and supplies used in the repair and/or maintenance of the vehicles, a rate of \$87.30 per hour for the Technician's time was established. On April 1st of 2011 and each year thereafter, the rate will be reviewed and adjusted accordingly.

PROCESS:

Name and Address:

City of Rochester
Older Persons' Commission
Rochester Hills City Library

BUDGET:

The Fleet Services are a revenue source and when invoiced will be reflected in the general ledger +as an accounts receivable and when the funds are received will be transferred to a revenue account, Charge for Services.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Fleet	661.104000	Accounts Receivable	-0-		
Fleet	661.610010	Charge for Services – City of Rochester	-0-		
Fleet	661.610011	Charge for Services - OPC	-0-		
Fleet	661.610012	Charge for Services – Library	-0-		

RECOMMENDATION:

That City Council approves the three (3) Interlocal Service Agreements between the Cities of Rochester Hills and Rochester, the Older Persons Commissions and the Rochester Hills Public Library for Fleet Services and authorizes the Mayor to execute the agreements on behalf of the City.

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