



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

**1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No: 2009-0200**

**TO:** Mayor and City Council Members  
**FROM:** Jane Leslie, City Clerk  
**DATE:** May 7, 2009  
**SUBJECT:** Official City Newspaper

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**REQUEST:**

City Council authorization of a blanket purchase order to C & G Newspapers, 16350 Eleven Mile Rd., Warren, MI 48089 as the “official city newspaper” in the amount not-to-exceed \$65,000.00 through December 31, 2011.

**REASON FOR PURCHASE:**

The City contracts for printing and publishing of legal and other notices that are required by State Law for public notification in a newspaper of general circulation. Qualification criteria required for the official city newspaper is established by State statute (MSA 27.803).

The City solicited proposals for the Official City Newspaper and City Council awarded the contract to the Observer and Eccentric Newspapers on December 8, 2008. As The Observer and Eccentric Newspapers will discontinue publication on May 31, 2009, and the City is required to comply with State Laws for public notification, Requests for Proposals were again solicited and two proposals were received and reviewed. C & G Newspapers was selected as being within compliance with the general requirements of the scope of work and providing the lowest cost to the City. Rochester Hills’ residents know C & G Newspapers as the Rochester Post. This newspaper is delivered by mail to residential addresses in the City at no charge. The paper meets the criteria of containing 25% news and published at least weekly.

While many sections of State Law require the City to publish notices in a newspaper of general circulation, newspapers are going out of business. Throughout the state, Clerks who are responsible for having notices published are contacting their State Senators and State Representatives to review the laws and are asking them to make changes that will allow publishing that utilizes today’s world of technology. The Rochester Hills Clerk’s Office has contacted our representatives. Senator Mike Bishop and State Representative Tom McMillin have both responded. They understand the concern we have with regard to losing newspapers and our ability to meet the requirements of the laws. The Michigan Association of Municipal Clerks and the Michigan Municipal League are also pursuing changes to the laws to allow more flexibility in publishing notices.

**PROCESS:**

**Vendor Name and Address:**

C&G Newspapers  
13650 Eleven Mile Rd.  
Warren, MI 48089

**Reason for Selection:**

Lowest Cost

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Clerks	215.900000	Printing & Publishing	\$10,000	\$10,000	0
Elections	191.900000	Printing & Publishing	\$1,000	\$1,000	0
Board of Review	247.900000	Printing & Publishing	\$550	\$550	0
Planning Commission	400.900000	Printing & Publishing	\$1750	\$1750	0
Zoning Board of Appeals	410.900000	Printing & Publishing	\$1000	\$1000	0

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order to C & G Newspapers as the “official city newspaper” for printing and publishing of legal and other notices in the amount not-to-exceed \$65,000.00 through December 31, 2011 and further authorize the Mayor to execute a contract on behalf of the City.

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