



**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: 2005 - 0670**

**TO:** Mayor and City Council Members  
**FROM:** Jane Leslie, City Clerk  
**DATE:** October 7, 2005  
**SUBJECT:** Official City Newspaper

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**REQUEST:**

City Council authorization of a blanket purchase order to The Observer & Eccentric Newspapers as the “official city newspaper” in the amount not-to-exceed \$80,000 through December 31, 2008.

**REASON FOR PURCHASE:**

The City contracts for printing and publishing of legal and other notices that are required 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).

Requests for Proposals were solicited and proposals were reviewed and evaluated. The Observer & Eccentric Newspapers was selected as the lowest overall cost in compliance with the general requirements of the scope of work, thus providing the best value for the City. The Observer & Eccentric held the previous 3-year contract as the official newspaper, providing excellent service, accuracy and accountability. Pricing per column inch has not increased from the previous contract with affidavits of publication at no additional cost.

**PROCESS:**

**Vendor Name and Address:**

The Observer & Eccentric Newspapers  
36251 Schoolcraft Rd  
Livonia, Michigan 48150

**Reason for Selection:**

Lowest price; best value

**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>
215 Clerks	900000	Printing & Publishing Legal Notices/Codified	2006 - \$25,000	\$25,000	0
410 ZBA	900000	Printing & Publishing Legal Notices	2006 - \$1,500	\$1,500	0
400 Planning Commission	900000	Printing & Publishing Public Hearing Notices	2006 - \$3,500	\$3,500	0

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order to The Observer & Eccentric Newspapers as the "official city newspaper" for printing and publishing of legal and other notices in the amount not-to-exceed \$80,000 through December 31, 2008 and further authorize the Mayor to execute a contract on behalf of the City.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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<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>		