



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

**1000 Rochester Hills Dr.
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Legislative File No: 2006-0077

TO: Mayor and City Council Members
FROM: Roger Rouse, DPS/Engineering, 248.841.2497
DATE: February 8, 2006
SUBJECT: Lawn Mowing and Landscape Services 2006 Season

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Lead Outdoor Services, LLC, Warren, Michigan, for lawn mowing and landscape services for City-owned sites in the amount of Fifty Four Thousand Four Hundred (\$54,400) Dollars, for a period of one (1) year, with the City exercising its option to renew for an additional one (1) year period.

REASON FOR PURCHASE:

On February 23, 2005, the Purchasing Division received proposals from qualified and experienced companies to provide supervision, labor, equipment, services and expertise required to perform landscape services, including lawn moving and shrub trimming at various City locations for the 2005 season. After review and evaluation of the proposals, Lead Outdoor Services was selected as providing the best value and lowest cost proposed for lawn mowing and landscape services for the City. Lead Outdoor Services performed the noted services in a professional and satisfactory manner for the 2005 season. The City desires to exercise its option to renew for an additional one (1) year period for the 2006 season; the Vendor has agreed to continue to hold past pricing for the 2006 season.

The allocations of costs for the various City sites are depicted on the attached spreadsheet. The not-to-exceed amount also includes funds to account for additional mowing due to weather conditions and other City events.

1700 and 1750 W. Hamlin have sold and will not be cut by the Contractor. Further, the Meadowfield property was traded for 820 and 854 N. Adams resulting in no change in price.

PROCESS:

Vendor Name and Address:

Lead Outdoor Services LLC
22310 Panama Avenue
Warren MI 48091

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

1-year blanket purchase order

BUDGET:

Funds for the lawn mowing and landscape services are included in the 2006 budget. There will be no additional staffing required.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund – 631	631.807000	Contractual Service – Lawn Mowing	\$55,960	\$36,400	
MRF 202	462.807000	Contractual Service – Mowing	\$20,000	\$18,000	

RECOMMENDATION:

It is recommended that the City Council authorize the issuance of a blanket purchase order to Lead Outdoor Services, Warren, Michigan, for lawn mowing and landscape services for City-owned sites in the amount not-to-exceed Fifty Four Thousand Four Hundred (\$54,400) Dollars, through December 31, 2006, for the period of one (1) year.

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		