



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

**1000 Rochester Hills Dr.
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www.rochesterhills.org**

Legislative File No: 2007-0447 Version 2

TO: Mayor and City Council Members
FROM: Roger Rouse, DPS/Engineering, 248.841.2497
DATE: February 14, 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 \$25,000 for a new total amount not-to-exceed \$70,700 through October 15, 2008. It is important to the City to provide a safe environment for persons accessing City buildings during the winter months.

REASON FOR PURCHASE:

Heavy snowfalls during 2007 and 2008 have caused an increase in number of snow removal services from Advanced. The original amount of the blanket was based on past history for snowplowing in the winter seasons with expenses in 2006 of \$20,340 and 2007 of \$48,253 (\$21,000 was spent in 2007 by mid-February). As of the first of February we have spent \$28,987 on snow removal and still have the balance of February plus March and potentially April for snow removal. We have experienced major snowstorms with additional snow forecasted.

There is a balance of \$16,928 on the current blanket purchase order, so it is anticipated that the additional \$25,000 will provide the funding for the balance of the winter season. This request is to increase the blanket purchase order an additional \$25,000. The original blanket for the 2007-2008 winter season was for \$45,700 which included \$3,000 from 2007 budget for any snowplowing expense realized in 2007 but paid for from the 2008 budget.

The 2008 budget line item 631.807000 still needs an additional \$25,000 for snowplowing and will be monitored in an attempt to absorb the additional cost of snowplowing, however a budget amendment may be necessary to offset the snowplowing expense.

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 four (4) City owned buildings that the Service Company will be responsible for are:

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: OCSB 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:

Method of Purchase:

BUDGET:

Funding for Snow Removal Services will be taken from the Facilities Division budget. The 2008 budget line item 631.807000 will be monitored in an attempt to absorb the additional cost of snowplowing, however a budget amendment may be necessary to offset the snowplowing expense.

Fund Name	Department Account No	Account No. Description	Budget Amount	*Cost	Remaining Budget
631 Facilities Fund	631.807000	Contractual Services 2008	\$42,700	\$67,700	(\$25,000)

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 \$25,000 for a new total amount not-to-exceed \$70,700 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		