



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: 2023-0511

TO: Mayor and City Council Members
FROM: Ken Elwert, CPRE, Director Parks and Natural Resources
DATE: November 13, 2023
SUBJECT: Increase to Blanket Purchase Order for Vault Toilet Cleaning

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for vault toilet cleaning in the amount of \$3,000.00 for a new not-to-exceed amount of \$28,000.00 through April 30, 2024 to Turner Sanitation, Lake Orion, MI.

REASON FOR PURCHASE:

The City's Purchasing Division issued a Solicitation for Quotes for vault toilet cleaning utilizing the MITN system. Turner Sanitation was awarded the contract as the low responsive responsible quote. The award was under the threshold for City Council approval and a blanket purchase order was issued in 2021 for an amount not to exceed \$25,000.

However, during the term, the number of service calls needed at Innovation Hills has risen due to the increased number of people visiting the park and use of the facility. Higher park attendance has resulted in additional funding needed to be added to the blanket in order to pay the charges when they are billed and will require City Council approval to increase the blanket.

PROCESS:

Vendor Name and Address:

Turner Sanitation
1149 Rhodes Road
Lake Orion, MI 48361

Reason for Selection:

Low Responsive Responsible Vendor

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2023 Adopted Budget

Fund Name	Department Account No	Account No. Description	3-year Budget Amount	3-year Cost	Remaining Budget
General Fund	756.807000	Contractual Services	\$48,000	\$28,000	\$20,000
		Total	\$48,000	\$28,000	\$20,000

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order for vault toilet cleaning in the amount of \$3,000.00 for a new not-to-exceed amount of \$28,000.00 through April 30, 2024 to Turner Sanitation, Lake Orion, MI.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A