



**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: 2010-0113

TO: Mayor and City Council Members

FROM: Scott Cope, Director of Building/Ordinance Compliance
Bob White, Supervisor of Ordinance Compliance

DATE: March 3, 2010

SUBJECT: Weed Mowing/Lawn Maintenance for Ordinance Compliance

REQUEST:

City Council is requested to authorize a blanket purchase order for weed mowing and lawn maintenance for Ordinance compliance to D & W Services, LLC, Ortonville, Michigan in the amount not-to-exceed \$65,000.00 through December 31, 2010.

REASON FOR PURCHASE:

City Ordinance Section 84-17 – Weed Control requires owners and occupants of land to cut or destroy all noxious weeds growing on the property. In the event the property owner fails to maintain the property and heed warnings from the Ordinance Compliance staff, the City is allowed to enter upon the property to cut grass and weeds.

Request for Proposals for weed mowing of unoccupied lots were solicited and evaluated by Ordinance Compliance Staff of the Building Department and Purchasing with award recommended to D & W Services LLC, Ortonville, Michigan based on best value to the City in terms of quality of work, experience, capacity of contractor, caliber and quantity of equipment and cost proposal

In 2009, the City awarded a contract to D & W Services, LLC for mowing of non-compliant occupied properties. These services require good judgment on the part of the contractor, attention to details and close coordination with Ordinance Enforcement Staff. Besides mowing, the contractor is responsible for identification of violations and providing documentation, including measurements and photographs.

Based on the quality of the collaborative efforts of the contractor, the City recommends award of both the non-occupied and occupied properties weed mowing contracts to D & W Services LLC, Ortonville, Michigan. Combining the two contracts, utilizing one contractor, will assist Ordinance Compliance staff in their efforts to effectively and efficiently maintain properties and protect the health, safety and welfare of City residents. The new contract is approximately a 10% savings over the prior contractor.

The costs for these services are billed to the property owner or ultimately added to property taxes.

PROCESS:

Vendor Name and Address:

D & W Services LLC
P.O. Box 903
Ortonville, MI 48462

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Weed Control	535.807000	Contractual Services	\$65,000.00	\$65,000.00	0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a blanket purchase order for weed mowing and lawn maintenance for Ordinance compliance to D & W Services, LLC, Ortonville, Michigan in the amount not-to-exceed \$65,000.00 through December 31, 2010 and further authorizes the Mayor to execute a contract on behalf of the City.

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