



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

**1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No: 2008-0078 Version 3**

**TO:** Mayor and City Council Members

**FROM:** **Roger Rousse, Director of Department of Public Service**  
**Scott Cope, Director of Building**

**DATE:** **July 28, 2008**

**SUBJECT:** Weed Mowing  
Shoulder Right-of-Way, Detention Pond and Pathway Lawn Maintenance

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**REQUEST:**

City Council is requested to authorize the increase of the blanket purchase orders to Kleen Kut of Washington, Michigan for weed mowing services for private vacant lots and shoulder right-of-way, detention basin and pathway mowing in the amount of \$30,000 for a new not-to-exceed amount of \$115,750.00.

**REASON FOR PURCHASE:**

Request for Proposals were solicited and evaluated by Building Department, DPS/Engineering and Purchasing staff with award recommended to Kleen Kut of Washington, Michigan based on best value to the City in terms of quality of work, experience and capacity of contractor and cost proposal.

On February 25, 2008, City Council approved a purchase order to Kleen Kut in the amount of \$85,750.00, representing \$35,000 for weed mowing services for private vacant lots and \$50,750 for shoulder right-of-way, detention basin and pathway mowing.

The Department of Public Services utilizes the expertise and specialized equipment of a lawn maintenance and weed mowing contractor for boulevards, shoulders and detention basins mowing, as well as to maintain adequate site distances along roadways. Due to additional mowings, the Department of Public Services requires a \$5,000 increase to the \$50,750 allocated in the blanket purchase order for shoulder right-of-way, detention basin and pathway mowing.

The Building Department Ordinance Enforcement contracts for weed mowing of private vacant lots for Ordinance compliance. Besides mowing, the contractor is responsible for identification of violations and providing documentation, including measurements and photographs. The costs for these services are billed to the property owner or ultimately added to property taxes. The increased number of violations on private vacant lots has exhausted the amount of the blanket purchase order allocated for Ordinance Enforcement. It is anticipated that \$25,000 will be required to complete the weed mowing violation activity for 2008 season.

**PROCESS:**

**Vendor Name and Address:**

Kleen Kut  
PO Box 528  
Washington, MI 48094

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Purchase Orders

**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>
Shoulder	462.807000	Contractual Services – Shoulder Lawn Mowing	\$15,000.00	\$20,000.00	(\$5,000)
Weed Control	535.807000	Contractual Services	\$35,000.00	\$60,000.00	(\$25,000)

A third quarter budget amendment will be required.

**RECOMMENDATION:**

It is recommended that City Council authorize the increase of the blanket purchase orders to Kleen Kut of Washington, Michigan for weed mowing services for private vacant lots and shoulder right-of-way, detention basin and pathway mowing in the amount of \$30,000 for a new not-to-exceed amount of 115,750.00.

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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>		