



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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www.rochesterhills.org

Legislative File No: 2023-0284

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Facilities/Ordinance
DATE: June 19, 2023
SUBJECT: Snow Removal Services 2023-2024 Winter Season

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Ultra Professional Outdoor Services, LLC, 4565 Dixie Highway, Waterford, MI 48329 for snow removal services for the 2023-2024 winter season at the City Hall, 52/3rd District Court, Oakland County Sheriff's Office Substation, the five fire stations and two parking lots near the Brooklands Plaza in the amount not-to-exceed One Hundred Seventy Thousand (\$170,000) Dollars through June 30, 2024.

REASON FOR PURCHASE:

It is important to the City to provide a safe environment for persons accessing City buildings and properties during the winter months.

Last Year, City Council awarded the contract for Snow Removal Services at ten City locations including City Hall, 52/3 District Court, Oakland County Sheriff's Substation, the five fire stations and two parking lots near the Brooklands Plaza to Ultra Professional Outdoor Services, LLC. The vendor provided the best value and submitted the most responsive, responsible proposal for snow removal services for the 2022-2023 winter season. Ultra Professional Outdoor Services, LLC has performed the noted services in the past in a professional and satisfactory manner. The term awarded was one year with two one-year renewals.

The City of Rochester Hills wishes to exercise its first option to renew for the 2023-2024 winter season. The vendor has agreed to hold pricing and all the terms and conditions of the contract for the renewal

Snow removal services at remaining City facilities will be completed by City personnel. The City has the option at any time during the term of the contract to add or delete buildings and/or services.

PROCESS:

Vendor Name and Address:

Ultra Professional Outdoor Services, LLC
4565 Dixie Highway
Waterford, MI 48329

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2023 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$170,000	\$170,000	\$0

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a blanket purchase order/contract for Snow Removal Services at the Rochester Hills Municipal Offices (City Hall), 52/3rd District Court, Oakland County Sheriff's Office Substation, the five fire stations and the two parking lots near Brooklands Plaza for the 2023-2024 winter season to Ultra Professional Outdoor Services, LLC, 4565 Dixie Highway, Waterford, MI 48329, in the amount not-to-exceed One Hundred Seventy Thousand (\$170,000) Dollars through June 30, 2024 and further authorizes the Mayor to execute a contract on behalf of the City.

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

Contract Reviewed by City Attorney Yes N/A