



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

**1000 Rochester Hills Dr.
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Legislative File No: 2005-0248

TO: Mayor and City Council Members
FROM: Roger Rouse, DPS/Engineering, 248.841.2497
DATE: March 31, 2005
SUBJECT: Landscaping Services (Lawn Mowing) 2005

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order to Lead Outdoor Services, LLC, Warren, Michigan, for lawn mowing and landscape services for City-owned sites in the amount not-to-exceed Fifty-Two (\$52,000) Thousand Dollars, for a period of one (1) year, with the option to renew for an additional one (1) year period.

REASON FOR PURCHASE:

On February 23, 2005, the City received proposals from qualified and experienced companies to provide supervision, labor, equipment, services and expertise required to perform landscaping services, including lawn mowing and shrub trimming at various City locations for the 2005 season; the City reserves the right to exercise an option to renew for one additional 1-year period.

The allocations of costs for the various City sites are depicted in the attached spreadsheet. The not-to-exceed amount also includes funds to account for additional mowing due to weather conditions and other City events.

After review and evaluation of the proposals, Lead Outdoor Services was selected as providing the best value and lowest cost proposed for lawn mowing and landscaping services for the City. References contacted reported satisfaction with services provided.

PROCESS:

Vendor Name and Address:

Lead Outdoor Services LLC
22310 Panama Avenue
Warren MI 48091

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

1-year blanket purchase order; the City reserves the right to exercise an option to renew for an additional 1-year.

BUDGET:

Funds for the lawn mowing and landscape services are included in the 2005 budget. There will be no additional staffing required.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund – 631	631.807000	Contractual Service Lawn Mowing	\$39,870		
Major Roads Fund – 202	452.807000	Routine Maintenance Contractual Services Shoulder Lawn Mowing Boulevard Lawn Mowing	\$23,000		
		TOTALS	\$62,870	(\$52,000)	\$10,870

RECOMMENDATION:

It is recommended that the City Council authorize the issuance of a blanket purchase order to Lead Outdoor Services, Warren, Michigan, for lawn mowing and landscape services for City-owned sites in the amount not-to-exceed Fifty-Two (\$52,000) Thousand Dollars, through December 31, 2005, for a period of one (1) year, with the option to renew for an additional one (1) year period.

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		