



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: 2023-0331

TO: Mayor and City Council Members

FROM: Bill Fritz, P.E., Director of Public Services

DATE: July 10, 2023

SUBJECT: Increase to Blanket Purchase Order for Service and Parts for Elgin Sweeper & Trackless Municipal Tractor

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order for service and parts for Elgin Sweeper and Trackless Municipal Tractor in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through March 31, 2024 to MacQueen, LLC, DBA Bell Equipment, Lake Orion, Michigan.

REASON FOR PURCHASE:

MacQueen, LLC, DBA Bell Equipment is the authorized supplier for Elgin and Trackless repair parts and service in the State of Michigan for the City's sweepers and municipal tractors. 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, DPS Fleet has had some major service repairs and parts prices have increased that have caused more spending than in the past. The increase 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 to cover the rest of the term.

PROCESS:

Vendor Name and Address:

MacQueen LLC, DBA Bell Equipment
78 Northpointe Drive
Lake Orion, MI 48359

Reason for Selection:

Proprietary

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funds are included as part of the FY 2023 Adopted Budget.

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	3-Year Remaining Budget
Fleet Fund	661.938000	Maintenance: Vehicles	\$40,000	\$40,000	\$0
		TOTAL			

RECOMMENDATION:

City Council is requested to authorize an increase to the blanket purchase order for service and parts for Elgin Sweeper and Trackless Municipal Tractor in the amount of \$15,000.00 for a new not-to-exceed amount of \$40,000.00 through March 31, 2024 to MacQueen, LLC, DBA Bell Equipment, Lake Orion, Michigan.

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