



**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: 2008-0534**

**TO:** Mayor and City Council Members  
**FROM:** Roger Rouse, Director of Public Service  
**DATE:** October 27, 2008  
**SUBJECT:** Snow Removal Services

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**REQUEST:**

City Council is requested to authorize the issuance of a blanket purchase order to Advanced Services Landscape, LLC, Sterling Heights, Michigan, for snow removal services for the 2008-2009 winter season at the City Hall, Precinct #5, 52/3rd District Court and Oakland County Sheriff Department Substation in the amount not-to-exceed \$50,000.00.

**REASON FOR PURCHASE:**

It is important to the City to provide a safe environment for persons accessing City buildings during the winter months. Competitive sealed proposals were solicited for Snow Removal Services and opened on September 24, 2008. Advanced Services Landscape, LLC, was selected as the best value and lowest cost proposed for 2008-2009 winter season snow removal services for the City at four (4) City owned facilities. Advanced Services Landscape, LLC, performed the noted services in the past in a professional and satisfactory manner. The four (4) City owned buildings that the Service Company will be responsible for are:

**Location #1: Rochester Hills Municipal Offices (City Hall),** 1000 Rochester Hills Drive, Rochester Hills

**Location #2: Precinct #5,** 1551 East Auburn Road, Rochester Hills

**Location #3: 52/3 District Courthouse,** 700 Barclay Circle, Rochester Hills

**Location #4: OCSD Substation,** 750 Barclay Circle, Rochester Hills

Snow removal at remaining City facilities will be completed by City personnel.

**PROCESS:**

**Vendor Name and Address:**

Advanced Services Landscape, LLC  
35405 Beattie Drive  
Sterling Heights MI 48312

**Reason for Selection:**

Best Value; Lowest Cost

**Method of Purchase:**  
Blanket Purchase Order

**BUDGET:**

Funding for Snow Removal Services will be taken from the Facilities Division for multiple years. A Budget Amendment may become necessary, depending upon the severity of the winter weather.

<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>
631 Facilities Fund	631.807000	Contractual Services 2008 2009	\$70,700 \$50,000	\$84,734 \$33,330	(\$14,034) \$16,670

**RECOMMENDATION:**

It is recommended that the Rochester Hills City Council award the contract for Snow Removal Services at the Rochester Hills Municipal Offices (City Hall), Precinct #5, 52/3rd District Court and Oakland County Sheriff Department Substation for the 2008-2009 winter season by awarding the contract to Advanced Services Landscape, LLC, Sterling Heights, Michigan, as the lowest, responsive, responsible proposer, in the amount not-to-exceed \$50,000 through October 15, 2009.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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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>		