



**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: 2008-0534 Version 2

TO: Mayor and City Council Members
FROM: Roger Rouse, Public Services Director
DATE: January 14, 2009
SUBJECT: Amendment to existing blanket purchase for snow removal services.

REQUEST:

City Council is requested to authorize an amendment of an existing blanket purchase order to Advanced Services Landscape, LLC, Sterling Heights, Michigan, for 2008-2009 winter season snow removal services at City Hall, Precinct #5, 52/3rd District Court and Oakland County Sheriff Office Substation in the amount of \$50,000.00 for a new total amount not-to-exceed \$100,000.00 through June 1, 2009. It is important to the City to provide a safe environment for persons accessing City buildings during the winter months.

REASON FOR PURCHASE:

The heavy snowfalls during November and December have created an additional shortfall in the blanket purchase order in an amount estimated at \$50,000.00 for a new purchase order amount of \$100,000.00 for the 2008 - 2009 winter season.

Purchasing solicited competitive sealed proposals for Snow Removal Services, which were opened on September 24, 2008. Advanced Services Landscape, LLC, was selected as providing the best value and lowest cost for winter season snow removal services for the City at four (4) City owned facilities. The service company is responsible for four (4) City owned buildings:

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: OCSO Substation, 750 Barclay Circle, Rochester Hills

PROCESS:

Vendor Name and Address:

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

Reason for Selection:

Best value and lowest cost.

Method of Purchase:

1-year blanket purchase order.

BUDGET:

Funding for Snow Removal Services will be taken from the Facilities Division budget. The 2009 budget line item 631.807000 will be monitored in an attempt to absorb the additional cost of snowplowing; however a budget amendment may be necessary to offset the snowplowing expenditure.

Fund Name	Department Account No	Account No. Description	Budget Amount	*Cost	Remaining Budget
631 Facilities Fund	631.807000	Contractual Services 2009	2008- \$70,700.00 2009- \$50,000.00	2008- \$50,000.00 2009- \$50,000.00	\$20,700.00 -0-

*Cost = Nov-Dec 2008 and Jan-April 2009

RECOMMENDATION:

It is recommended that the Rochester Hills City Council amend the existing blanket purchase order to Advanced Services Landscape, LLC, Sterling Heights, Michigan in the amount of \$50,000.00 for a new total amount not-to-exceed \$100,000.00 through June 1, 2009.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		

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