



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

Legislative File No: 2024-0557

**TO:** Mayor and City Council Members  
**FROM:** Ken Elwert, CPRE, Director Parks and Natural Resources  
**DATE:** December 2, 2024  
**SUBJECT:** Portable Toilets

**REQUEST:**

City Council is requested to increase the blanket purchase order to Turner Sanitation, Inc. 1149 Rhoades Road, Lake Orion, MI 48361 for portable toilets in the amount of \$10,000.00 for a new not-to-exceed amount of \$34,500.00 through March 31, 2025.

**REASON FOR PURCHASE:**

The City provides portable toilets for usage in the City’s parks. Additional units are required from time to time for special events (excluding Festival of the Hills) throughout the year. The City issued a Request for Proposals in 2020 for the rental of portable toilets utilizing the MITN system. Turner Sanitation was awarded the services as best value. The solicitation called for a one-year term with the option to renew for four additional one-year terms. The award and subsequent renewals were under the threshold for City Council approval. The current blanket purchase order for the period of April 2024 through March 2025 was issued for an amount not to exceed \$24,500.00.

There has been an increasing number of visitors to the parks that required an expanded cleaning schedule to meet visitor capacity.

**PROCESS:**

**Vendor Name and Address:**

Turner Sanitation  
1149 Rhoades Road  
Lake Orion, MI 48361

**Reason for Selection:**

Lowest, Responsive, Responsible Quote

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2024-2025 Adopted Budgets

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	756.807000	Contractual Services	\$35,000	\$34,500	\$500

**RECOMMENDATION:**

It is recommended that City Council authorize an increase to the blanket purchase order to Turner Sanitation, Inc. 1149 Rhoades Road, Lake Orion, MI 48361 for portable toilets in the amount of \$10,000.00 for a new not-to-exceed amount of \$34,500.00 through March 31, 2025.

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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