



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: 2021-0130

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Facilities/Ordinance
DATE: April 12, 2021
SUBJECT: Screen Wall Repair

REQUEST:

City Council is requested to authorize a blanket purchase order for the repair of the screen wall located at the Department of Public Services Building, 511 E. Auburn, Rochester Hills, Michigan to Poe Restoration & Waterproofing Company, 21620 Coolidge Hwy, Oak Park, Michigan, for a project budget amount of \$35,490.00 with a 10% contingency of \$3,549.00 for a total not-to-exceed project budget amount of \$39,039.00.

REASON FOR PURCHASE:

The screen wall located at the Department of Public Services Building is in need of repair. The wall has three significant cracks and is deteriorating creating a safety concern.

The City's purchasing division issued a Request for Proposal utilizing the MITN system seeking a vendor to provide the repairs to the screen wall. Three (3) proposal responses were received, but one was deemed non-responsive as the proposer did not respond to every question, specifically the methodology on how they were going to complete the project, and did not continue in the evaluation. Of the remaining two responses received Poe Restoration & Waterproofing Company was selected as the best value vendor for the City to contract with to complete this project. The committee based their recommendation on the company's qualifications/experience, capacity, work plan, and overall lowest cost proposal.

Poe Restoration & Waterproofing Company has provided masonry services for the City in the past with satisfactory performance.

PROCESS:

Vendor Name and Address:

Poe Restoration & Waterproofing Company
21620 Coolidge Hwy
Oak Park, MI 48237

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is included in the FY 2021 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.929000	Repairs & Maintenance	\$40,000	\$39,039	\$961

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for a project budget for the screen wall repair at the Department of Public Services Building, 511 E. Auburn Road, Rochester Hills, Michigan to Poe Restoration & Waterproofing Company, 21620 Coolidge Hwy, Oak Park, Michigan for a project budget amount of \$35,490.00 with a 10% contingency of \$3,549.00 for a total not-to-exceed project budget amount for \$39,039.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A