



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: 2019-0458 Version 2

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Facilities/Ordinance
Ken Elwert, CPRE, Director Parks and Natural Resources
Patrick McKay, Museum Manager

DATE: December 7, 2020

SUBJECT: Increase to Blanket Purchase Order for Temporary Trailer for Museum Exhibits

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order/contract for temporary trailers for exhibits at the Rochester Hills Museum at Van Hoosen Farms in the amount of \$12,486.00 for a new not-to-exceed amount of \$72,087.00 to The George W. Auch Company, Pontiac, Michigan.

REASON FOR PURCHASE:

The initial request for the blanket purchase order for the temporary trailer at the Museum was for a time period of 12 months. Due to COVID and the delay of being able to bid out the Dairy Barn roof replacement and Equipment Barn rebuild and starting construction, the timeline for the project completion at the Museum was extended. This request is anticipated to cover the additional time needed in order to complete construction at the Museum and allow the City to continue utilizing the trailer for its Museum Exhibits and programs. The temporary trailer has been serving the Museum well during this time of transition and is available for Museum guests and school tours – both in person and remote. Construction at the Museum is expected to be complete in May, 2021. It is recommended that City Council approve the increase to the blanket purchase order in order to extend the lease term of the contract.

PROCESS:

Vendor Name and Address:

George W. Auch Company
735 South Paddock Street
Pontiac, MI 48341

Reason for Selection:

Best Value; Cooperative Contract

Method of Purchase:

Increase to Contract/Blanket Purchase Order

BUDGET:

Funding is still remaining in the Adopted Project Budget for the Museum Dairy Barn Improvement project per Legislative ID# 2020-0306 Version #2.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Facilities Fund	631.976000	Building Improvement / Dairy Barn Roof Replacement	\$50,441	\$12,486	\$37,955

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order/contract for temporary trailers for exhibits at the Rochester Hills Museum at Van Hoosen Farms in the amount of \$12,486.00 for a new not-to-exceed amount of \$72,087.00 to The George W. Auch Company, Pontiac, Michigan.

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