



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)

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Legislative File No: 2022-0236

**TO:** Mayor and City Council Members  
**FROM:** Ken Elwert, CPRE, Director Parks and Natural Resources  
**DATE:** May 9, 2022  
**SUBJECT:** Brooklands Plaza Shade Structure

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for the installation of a shade structure at Brooklands Plaza to KLM Scape & Snow LLC dba KLM Landscape, Armada, Michigan in the amount of \$66,500.00 with a 10% project contingency in the amount of \$6,650.00 for a total not-to-exceed project amount of \$73,150.00 and further authorizes the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

The City posted bids utilizing the MITN system with notification sent to over 470 vendors with one (1) response received. The market continues to be a challenge with labor shortages, long lead times, pricing instability, etc. At the time of the bid due date, the City had not received any bids and had to extend the due date two (2) weeks in order to reach out directly to vendors to encourage competition and try to receive responses in order to get the work completed. Having only received one bid the City conducted a cost analysis and determined that the pricing is fair and reasonable. Additionally, the bid came in under the engineer's estimate. The City has deemed KLM as the lowest, responsive, and responsible bidder and based on all the factors recommends award to KLM Scape and Snow LLC.

Shade has been the public's number one request for the area since the Brooklands Splash Pad has opened. This request will provide two shade canopies of approximately 700 square feet on the west side of the plaza.

**PROCESS:**

**Vendor Name and Address:**

KLM Scape & Snow LLC dba KLM Landscape  
70570 Powell  
Armada, MI 48005

**Reason for Selection:**

Lowest, responsive, responsible bidder

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2022 Adopted Budget.

Funding for this project will come from the new Parks Infrastructure Millage via a transfer-in to the Facilities Fund.

<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>
Facilities Fund	631.974000	Land Improvement: Splash Pad Shade Structure	\$100,000	\$73,150	+\$26,850

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for the installation of a shade structure at Brooklands Plaza to KLM Scape & Snow LLC dba KLM Landscape, Armada, Michigan in the amount of \$66,500.00 with a 10% project contingency in the amount of \$6,650.00 for a total not-to-exceed project amount of \$73,150.00 and further authorizes the Mayor to execute a contract on behalf of the City.

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<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney       Yes       N/A