



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2016-0198

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Facilities/Ordinance

DATE: May 16, 2016

SUBJECT: Architectural/Engineering Services Fire Station #4

REQUEST:

City Council is requested to authorize a blanket purchase order/contract to Sidock Architects, A Sidock Group Company, Novi, Michigan in the amount not-to-exceed \$45,000.00 for Architectural/Engineering Services for Fire Station #4 and further authorizes the Mayor to execute a contract on behalf of the City.

REASON FOR PURCHASE:

The request that is before City Council at this time is for Phase I – Evaluation/Conceptual Design phase for Fire Station #4. This Phase will assist the City in determining the design options available for the site due to the many complications it poses (elevation, drainage, etc.). This phase is being approached with the intent of securing realistic design options to remodel the station on the site where the current building stands, obtain budgetary costs working in coordination with the City's Construction Management Firm, the George W. Auch Company, and make final recommendation as to which option is most feasible to pursue.

The City solicited Request for Proposals utilizing the MITN system and nine (9) proposal responses were received. A committee consisting of staff from Planning, Facilities, Building and the Fire Department evaluated the proposal responses received. From the proposal evaluation, three (3) firms were shortlisted and interviews were conducted. Sidock Architects was selected as the best qualified firm based on their extensive experience with construction of fire stations, proposed team, and providing the best overall value to the City. The committee felt, that a specific advantage to selecting Sidock Architects is that they are a full service firm, meaning that all of their staff resides within the same company. Sidock does not have to subcontract engineering firms to perform work for the project. They employ their own engineers, which will assist with communication and keeping control of costs. At the conclusion of the interviews, the evaluation committee strongly felt that Sidock possesses the skills and expertise to perform the work to be encountered and are the best qualified firm for the project.

The City conducted negotiations with Sidock Architects to ensure that the Scope of Work to be encountered was understood, and that an accurate price proposal was received. Sidock Architects did submit a revised cost proposal that had a reduction in the hours of work anticipated for each project member, resulting in a lower cost proposal to the City.

Once Phase I is completed, Phase II [Design Phase Fees] and Phase III [Construction/Contract Administration Fees] for architectural/engineering services for the construction of the station will be brought back to City Council for approval.

PROCESS:

Vendor Name and Address:

Sidock Architects, A Sidock Group Company
43155 Main Street
Suite 2306
Novi, MI 48375

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2016 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.975000	Building	\$4,500,000	\$45,000	\$4,455,000

RECOMMENDATION:

City Council is recommended to authorize a blanket purchase order/contract to Sidock Architects, A Sidock Group Company, Novi, Michigan in the amount not-to-exceed \$45,000.00 for Architectural/Engineering Services for Fire Station #4 and further authorizes the Mayor to execute a contract on behalf of the City.

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