



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: 2019-0575

**TO:** Mayor and City Council Members

**FROM:** Ken Elwert, Director, Parks and Natural Resources Department  
Matt Einheuser, Natural Resources Manager

**DATE:** December 9, 2019

**SUBJECT:** Green Space and Natural Features Stewardship Program Services

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**REQUEST:**

City Council is requested to authorize a blanket purchase order/contract to Cardno, Inc., Brighton, Michigan for Green Space and Natural Features Stewardship Program Services in the amount not-to-exceed \$800,000.00 through December 31, 2022.

**REASON FOR PURCHASE:**

The City issued Request for Proposals for Green Space and Natural Features Stewardship Program Services utilizing the MITN system. Three proposal responses were received and reviewed by a committee consisting of Parks and Natural Resources staff, as well as a Green Space Advisory Board member. Two (2) firms were shortlisted and interviews were conducted. Cardno, Inc., was selected as providing the best value to the City based on their experience, qualifications, service offerings and best value cost proposal. Cardno, Inc. is being recommended for award based on the above factors as well as providing some additional value added services as part of their partnership with the City, and includes things such as participation in Green Space events, educational outreach campaigns (website information, etc.), and grant assistance.

In 2013, Rochester Hills voters approved a ballot proposal to revise the permissible use of tax revenues derived from the Green Space Millage to be used to fund the protection, care and maintenance of, and to improve pedestrian accessibility to and within, green spaces and natural features owned, acquired or controlled by the City, in addition to funding the purchase of land and interests in land. Natural Features Stewardship program services began in 2014 and have continued over the past 5 years where the city has continued to perform management of our green spaces and natural features on city owned-properties. These services continue to be needed in the city to complete and continue several projects and efforts, including invasive species management, native vegetation plantings, habitat restoration, and natural features preservation.

**PROCESS:**

**Vendor Name and Address:**

Cardno, Inc.  
8000 Kensington Ct.  
Brighton, MI 48116

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2020 Adopted Budget and FY 2021-22 Projected Budgets

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Green Space	299.807000	Contractual Services	\$800,000	\$800,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order/contract to Cardno, Inc., Brighton, Michigan for Green Space and Natural Features Stewardship Program Services in the amount not-to-exceed \$800,000.00 through December 31, 2022 and further authorizes the Mayor to execute a contract on behalf of the City.

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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