



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2017-0573 Version 2

TO: Mayor and City Council Members
FROM: Ken Elwert, CPRE Director Parks and Natural Resources
DATE: November 11, 2019
SUBJECT: Natural Features Stewardship Program Services

REQUEST:

City Council is requested to authorize an increase to the blanket purchase order/contract to Niswander Environmental, LLC, Brighton, Michigan for Natural Features Stewardship Program Consulting Services for Green Space in the amount of \$57,000.00 for a new not-to-exceed amount of \$527,000.00 through December 31, 2019.

REASON FOR PURCHASE:

An increase to the blanket purchase order is needed to align the blanket amount with the approved budgeted amounts to be spent for stewardship projects through December 31, 2019.

The initial blanket for Natural Features Stewardship was approved in December 2017 only included activities on the City's Green Space properties, budgeted in the Green Space Fund. In the 2018 & 2019 Budgets, funds were also budgeted in the Parks - Natural Resources Division (NRD) cost center in the General Fund for Natural Features Stewardship activities on City-owned properties which were non-Green Space properties. The City's non-Green Space stewardship activities in 2018-2019 were not included in the initial blanket amount.

PROCESS:

Vendor Name and Address:

Niswander Environmental, LLC
10524 E. Grand River Ave., Suite 103
Brighton, MI 48116

Reason for Selection:

Best Value

Method of Purchase:

Contracts/Blanket Purchase Order

BUDGET:

Funding is included in the FY 2018-2019 Adopted Budget.

Fund Name	Department Account No	Account No. Description	2018-2019 Budget Amount	2018-2019 Cost	2018-2019 Remaining Budget
General Fund: Natural Resources Division	774.807000	Contractual Services	\$35,000	\$32,000	\$3,000
Green Space Operating Fund	299.807000	Contractual Services	\$495,000	\$495,000	\$0
		GRAND TOTAL	\$530,000	\$527,000	\$3,000

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order/contract to Niswander Environmental, LLC, Brighton, Michigan for Natural Features Stewardship Program Consulting Services for Green Space in the amount of \$57,000.00 for a new not-to-exceed amount of \$527,000.00 through December 31, 2019 and further authorizes the Mayor to execute the contract addendum on behalf of the City.

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