



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2021-0125 Version 2

TO: Mayor and City Council Members

FROM: Ken Elwert, CPRE, Director of Parks and Natural Resources
Alan Buckenmeyer, Parks Manager

DATE: April 12, 2021

SUBJECT: Construction Engineering Services/Contract Oversight at Innovation Hills South Loop Boardwalk

REQUEST:

City Council is requested to authorize a correction to the blanket purchase order/contract for the Construction Engineering Services/Contract Oversight for the South Loop Boardwalk at Innovation Hills project presented to City Council at their April 12, 2021 meeting in the amount of \$50.00 for a corrected contract amount of \$82,550.00 to Hubbell, Roth and Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

REASON FOR PURCHASE:

The authorization of the blanket purchase order/contract for the Construction Engineering Services/Contract Oversight for the South Loop Boardwalk at Innovation Hills project to Hubbell, Roth and Clark, Inc. (HRC) was approved at the April 12, 2021 Council meeting in the amount of \$82,500.00. The amount was inadvertently listed incorrectly on the agenda summary as \$82,500.00 instead of \$82,550.00 as the Proposal for Services indicated. As such, City Council is requested to amend and authorize the correction to the contract amount.

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc.
555 Hulet Drive
Bloomfield Hills, MI 48302

Reason for Selection:

Quality Based Selection

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2021 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land Improvement	\$343,890	\$82,550	\$261,340

RECOMMENDATION:

It is recommended that City Council authorize a correction to the blanket purchase order/contract for the Construction Engineering Services/Contract Oversight for the South Loop Boardwalk at Innovation Hills project presented to City Council at their April 12, 2021 meeting in the amount of \$50.00 for a corrected contract amount of \$82,550.00 to Hubbell, Roth and Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute a contract 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