



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: 2014-0389 Version 2

**TO:** Mayor and City Council Members

**FROM:** Ken Elwert, Director, Parks and Forestry Department

**DATE:** March 14, 2016

**SUBJECT:** Increase to Blanket Purchase Order – Natural Features Stewardship Program Consulting Services

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**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 \$375,000.00 for a new not-to-exceed contract amount of \$475,000.00 through December 31, 2017.

**REASON FOR PURCHASE:**

In 2014, Requests for Proposals were solicited for Natural Features Stewardship Program Consulting Services for Green Space through the MITN System and City Council awarded the contract to Niswander Environmental, LLC, Brighton, Michigan. Five (5) proposal responses were received and evaluated by a committee consisting of Parks, Planning, Engineering and Purchasing staff, as well as a Green Space Advisory Board member. Two (2) firms were shortlisted and interviewed. Niswander Environmental, LLC was the selected company to provide Green Space Stewardship Consultant services, providing best value to the City based on their experience, qualifications, service offering and cost proposal. Niswander Environmental, LLC has performed services for the City in the past and has exhibited responsiveness to the City's needs, sound judgment, and a strong working relationship with the Department of Environmental Quality and continues to serve the City well in their capacity as Natural Features Stewardship consultant.

The increase to the blanket is required for implementation of the stewardship projects recommended in the Natural Features Stewardship Program Long-Term Management Plan for stewardship of all Green Space properties, and significant natural features owned or controlled by the City of Rochester Hills. The plan was adopted by City Council on December 14, 2015. The blanket increase will accommodate dozens of projects (i.e., phragmites control, prairie restoration, upland woody species control) on high priority properties under City control over the next two years.

**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 Adopted FY 2016 and Projected 2017 Budget

Fund Name	Department Account No	Account No. Description	2016-2017 Budget Amount	2016-2017 Cost	2016-2017 Remaining Budget
Green Space	299.801000	Professional Services	\$50,000	\$50,000	\$0
Green Space	299.807000	Contractual Services	\$325,000	\$325,000	\$0
		<b>TOTAL</b>	<b>\$375,000</b>	<b>\$375,000</b>	<b>\$0</b>

**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 \$375,000.00 for a new not-to-exceed contract amount of \$475,000.00 through December 31, 2017.

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