



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

Legislative File No: 2016-0314

**TO:** Mayor and City Council Members  
**FROM:** Scott Cope, Director Building/Facilities  
Sean Canto, Fire Chief  
**DATE:** August 8, 2016  
**SUBJECT:** Approval of Amendment Changing Scope of Work for Fire Station #1 Renovation Project

**REQUEST:**

City Council is requested to approve an amendment to add additional scope to the Fire Station #1 Renovation Project to allow for renovation of the kitchen and flooring.

**REASON FOR PURCHASE:**

City Council awarded a project budget for the fire station renovation project at their October 5, 2015 meeting. The project has progressed and is very near completion. The City's construction management firm has informed the City that they have benefitted from cost savings during this project, and have some remaining contingency funds.

As City Council is aware, when the projects came in over budget, the Fire Department went through their original identified scope of work and removed work that needed to be completed to try and balance the budget deficiency. An important part of the Fire Station #1 renovation project was the kitchen renovation. The current cabinets are in disrepair and the flooring is at a point in which the concrete is showing through from wear. The City is asking City Council to approve an amendment increasing the scope of work for Fire Station #1 to address the kitchen issues, which will include millwork for new cabinets and epoxy coating for the flooring.

The City is not requesting any additional funding to complete this project, but is proposing to utilize available remaining contingency funds. The City's construction manager has estimated the cost to complete the kitchen renovation at \$45,000. This would include millwork, countertops, paint touchups, epoxy flooring, and the like.

**BUDGET:**

Funding is proposed to be drawn from the overall Fire Station # 1, 2, 3, and 5 Project Budget Contingency, which has a projected project contingency of \$280,000 remaining.

It is proposed to utilize a portion of this remaining project contingency (approved as part of the overall total project budget) to complete the Epoxy Flooring and Cabinet Millwork for Fire Station #1. By utilizing the remaining project contingency no additional project funding is requested at this time.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.976000	Building Improvements	\$280,000	\$45,000	\$235,000

**RECOMMENDATION:**

It is recommended that City Council approve an amendment to add additional scope to the Fire Station #1 Renovation Project to allow for renovation of the kitchen and flooring, and further authorizes the Mayor to execute any subsequent change orders to complete this task.

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