



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: 2017-0376

**TO:** Mayor and City Council Members  
**FROM:** Scott Cope, Director Building/Facilities  
**DATE:** August 28, 2017  
**SUBJECT:** Architectural/Engineering Services Fire Station #4 – Construction Phase

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**REQUEST:**

City Council is requested to authorize a blanket purchase order/contract for Architectural/Engineering Services for the construction phase of the Fire Station #4 Addition/Renovation project to Sidock Architects, A Sidock Group Company, Novi, Michigan in the amount not-to-exceed \$64,068.00 and further authorizes the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

The City solicited Requests for Proposals in 2016 for Architectural/Engineering Services to assist the City with the Fire Station #4 Renovation/Addition project and awarded the contract to Sidock Architects. Sidock Architects has assisted the City through Phase I – Evaluation/Conceptual Design and Phase II – Design Phase successfully and are now prepared to move into Phase III – Construction Administration.

With the construction document development phase and bidding phase of the fire station #4 project now completed and the presentation of the guaranteed maximum price contract presented to City Council for their consideration and approval, the request for continued Architectural/Engineering Services is also required for continuation of the Fire Station #4 project. Sidock, during the construction phase of this project will assist in any issues that come up during construction with review and approval of change orders, project site visits, review of pay documents, punch lists, clarifications, etc. Sidock Architects has proved to be a very valuable member of the team, and the City has been satisfied with the services provided by Sidock Architects.

**PROCESS:**

**Vendor Name and Address:**

Sidock Architects, A Sidock Group Company  
43155 Main Street  
Suite 2306  
Novi, MI 48375

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding from the Facilities Fund is included in the FY 2017 Adopted Budget. The remaining budget amount presented takes into account monies previously committed to Preliminary Construction, Architectural Fees, and Construction.

If approved by City Council, a 3<sup>rd</sup> Quarter Budget Amendment will be forthcoming for the water main portion of the project. The funding is recommended to be drawn from excess funds budgeted for WS-36: Section 33 Water Main Replacement Project, which came in approx. \$2.1 million under budget, so no additional funding is requested from Retained Earnings.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Facilities	631.975000	Building	\$142,406.49	\$54,578.00	\$87,828.49
W/S Capital	593.972000	Mains & Services	(\$112,407.37)	\$9,490.00	(\$121,897.37)
		<b>Total</b>	<b>\$29,999.12</b>	<b>\$64,068.00</b>	<b>(\$34,068.88)</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order/contract for Architectural/Engineering Services for the construction phase of the Fire Station #4 Addition/Renovation project to Sidock Architects, A Sidock Group Company, Novi, Michigan in the amount not-to-exceed \$64,068.00 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		