



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)

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Legislative File No: 2017 -0103 Version 2

**TO:** Mayor and City Council Members

**FROM:** Allan E. Schneck, Director, Department of Public Services

**DATE:** September 25, 2017

**SUBJECT:** Increase to Blanket Purchase Order/Contract for 2017 Pathway Program, Amendment to Construction Engineering Services City File #E17-003

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**REQUEST:**

The Department of Public Services recommends that the Rochester Hills City Council authorizes an increase to the blanket purchase order/contract for Construction Engineering Services for the 2017 Pathway Program from Anderson, Eckstein and Westrick, Inc. (AEW), Shelby Township, MI in the amount of \$15,000.00 for a new total not-to-exceed amount of \$66,250.00.

**REASON FOR PURCHASE:**

On March 13, 2017, City Council approved a proposal for Construction Engineering Services for the 2017 Pathway Program from AEW, Inc. in the amount of \$51,250.00. The scope of work included Construction Administration, Field Layout, Shop Drawings, and Observation.

The project required two field changes; one caused in part by a homeowner not agreeing to provide a pathway easement. Because of this, the pathway was shifted into the right-of-way and necessitated curb installation along Rochester to better protect pedestrians on the pathway. The other change was created at the request of the neighbors wanting the curb to continue or not leave a gap in front of their home and wanting the path shifted more towards Rochester Road. The changes caused additional work to redesign plans, re-stake the area, construction administration, and inspection to a total of \$13,000.00. Also, in order to bring the project to completion, additional services including construction administration, observation and contract close-out are necessary, which will increase the contract amount by an additional \$2,000.00 for a total amount not to exceed \$66,250.00.

**PROCESS:**

**Vendor Name and Address:**

Anderson, Eckstein and Westrick, Inc.  
51301 Schoenherr Road  
Shelby Township, MI 48315

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Order Contract

**BUDGET:**

The additional funding for Construction Engineering of the 2017 Pathway Program is recommended to be drawn from remaining project contingencies for Construction of the 2017 Pathway Program, which was projected to have approximately \$40,000 remaining. No additional funding is requested from Retained Earnings.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
PW Const. Fund	403.97400	Land Improvement (PW-01)	\$51,250	\$66,250	(\$15,000)

**RECOMMENDATION:**

It is recommended that the Rochester Hills City Council authorize an increase to the blanket purchase order/contract for Construction Engineering Services for the 2017 Pathway Program from Anderson, Eckstein and Westrick, Inc., Shelby Township, MI in the amount of \$15,000.00 for a new total not-to-exceed amount of \$66,250.00.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		