



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

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Legislative File No: 2017-0103 Version 3

TO: Mayor and City Council Members

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

DATE: November 13, 2017

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

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 \$2,520.50 for a new total not-to-exceed amount of \$68,770.50.

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. On September 25, 2017, City Council approved \$15,000 of additional funding to address two field changes that required the realignment of the proposed pathway, drainage modifications and necessitated curb installation along Rochester to better protect pedestrians on the pathway.

The project was coordinated with the Enclaves development that required the installation of pathway to the north as well as the south of our project. To ensure the pathway was constructed to City standards, AEW was requested to perform the necessary construction engineering. The construction engineering expenses associated with this request equated to \$2,520.50, which will increase the contract amount for a new total amount not to exceed \$68,770.50. Funding for these additional services will come from the developers escrow account and will have no impact on the City Pathway fund.

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 the developers' escrow account. No additional funding is requested from Retained Earnings.

If approved, a 4th quarter budget amendment will be done to show the increase to revenues (from escrow) and an increase to expenses.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
PW Const. Fund	403.97400	Land Improvement (PW-01)	\$66,250	\$68,770.50	(\$2,520.50)

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 \$2,520.50 for a new total not-to-exceed amount of \$68,770.50.

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