



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2014-0389 Version 3

TO: Mayor and City Council Members

FROM: Ken Elwert, Director, Parks and Natural Resources Department

DATE: December 11, 2017

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

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 \$25,000.00 for a new not-to-exceed contract amount of \$500,000.00 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.

REASON FOR INCREASE: 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 allow continuation of multi-year high priority stewardship projects (phragmites control, prairie restoration, upland woody species control) through the end of 2017.

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:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the FY 2017 Adopted Budget, and was also included in the 2015-2016 Budgets.

Fund Name	Department Account No	Account No. Description	2015-2017 Budget Amount	2015-2017 Cost	2015-2017 Remaining Budget
Green Space	299.801000	Professional Services	\$100,000	\$100,000	\$0
Green Space	299.807000	Contractual Services	\$400,000	\$400,000	\$0
		TOTAL	\$500,000	\$500,000	\$0

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 \$25,000.00 for a new not-to-exceed contract amount of \$500,000.00 through December 31, 2017.

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