



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: 2018-0155

**TO:** Mayor and City Council Members

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

**DATE:** April 23, 2018

**SUBJECT:** North Oakland County Water Authority (NOCWA) Engineering Services

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**REQUEST:**

City Council is requested to authorize the issuance of a blanket purchase order and contract for NOCWA Engineering Services to Orchard, Hiltz and McCliment (OHM), Livonia, Michigan in the amount not-to-exceed \$90,000.00 for a two year period to expire on March 31, 2020.

**REASON FOR PURCHASE:**

NOCWA is an independent authority established to provide for water services on a more cost-effective basis than if the individual member communities did so separately. The four (4) current NOCWA member communities include the City of Auburn Hills, Orion Township, the Oakland County Water Resources Commission (OCWRC) on behalf of the City of Pontiac, and the City of Rochester Hills.

The City of Rochester Hills serves as the acting Fiduciary for NOCWA. Responsibilities of the NOCWA Fiduciary include the handling of all of NOCWA's financial matters and procurement services. As such, the City of Rochester Hills, on behalf of NOCWA, issued a Request for Proposals for Engineering Services in 2015. The proposals were evaluated by a committee consisting of members of the NOCWA, which included staff from Orion Township, Oakland County Water Resource Commission on behalf of the City of Pontiac, Auburn Hills, and Rochester Hills. Based on the scoring of the committee, OHM was selected as providing the best value based on their experience with NOCWA, DWSD structure, the communities involved in NOCWA, their work program, and understanding of NOCWA objectives, capacity, and comparable projects. The term of the agreement called for an initial three (3) year contract term with the option to renew for an additional two (2) years. The NOCWA Board NOCWA has chosen to exercise the two year renewal option. NOCWA has been very satisfied with the services provided by OHM during the past three years.

**PROCESS:**

**Vendor Name and Address:**

Orchard, Hiltz, McCliment  
34000 Plymouth Road  
Livonia, Michigan 48150

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order / Contract

**BUDGET:**

The City of Rochester Hills is the acting Fiduciary for NOCWA. Responsibilities of the NOCWA Fiduciary include the handling of all of NOCWA's financial matters and procurement services.

All costs incurred for NOCWA professional services are split equally among the four (4) NOCWA members.

Funding is included in NOCWA's Adopted FY 2017-18 Budget, Projected FY 2019-20, and FY 2020-21 Budgets.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>2-Year Budget Amount</b>	<b>2-Year Cost</b>	<b>2-Year Remaining Budget</b>
NOCWA Fund	762.801000	Professional Services	\$90,000	\$90,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize the issuance of a blanket purchase order and contract to Orchard, Hiltz and McCliment (OHM), Livonia, Michigan in the amount not-to-exceed \$90,000.00 for a two year period to expire on March 31, 2020.

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