



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: 2018-0129

TO: Mayor and City Council Members
FROM: Sara Roediger, Director Planning and Economic Development
DATE: April 9, 2018
SUBJECT: Wetland and Environmental Consulting Services

REQUEST:

It is requested that City Council authorize a blanket purchase order/contract for Wetland and Environmental Consulting Services in the amount not-to-exceed \$78,200.00 to ASTI Environmental, Brighton, Michigan through March 31, 2020.

REASON FOR PURCHASE:

The City issued Request for Proposals in 2015 for Wetland and Environmental Consulting services utilizing the MITN system. Six proposal responses were received and evaluated by a committee consisting of staff from the Parks Department and Planning and Economic Development Department. ASTI was selected as the best value vendor based on their qualifications and experience, comparable projects, methodology, capacity to perform services required and cost proposal. The Request for Proposals called for an initial three (3) year contract term, with the option to renew for an additional two (2) year term provided all terms and conditions remained the same. ASTI has agreed to extension of the contract, and it is recommended that City Council approve extension of the contract for an additional two (2) year term. The City has been very satisfied with the services provided by ASTI over the past few years.

The City utilizes ASTI not only for private development projects, but also utilizes their services for internal projects. Some of the projects in which the City has most actively engaged ASTI with is for asbestos testing and asbestos remediation plans on some of the older buildings the City is doing renovations on. Additionally, it is anticipated that over the next couple of years ASTI's services are going to be needed on a more consistent basis due to the demand for development on brownfield sites in the City. The costs for the services will be reimbursed to the City through the escrow accounts held by the developers.

PROCESS:

Vendor Name and Address:

ASTI Environmental
10448 Citation Drive, Ste 100
Brighton, MI 48116

Reason for Selection:

Best Value; Most Qualified

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2018 Adopted Budget and the FY 2019 Projected Budget.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	Remaining Budget
General Fund	401.808006	Consultant Fees: Wetland/Environmental	\$40,000	\$40,000	\$0
Major Road	452.801000	Construction – Professional Services	\$5,000	\$5,000	\$0
Water Resources	244.801000	Professional Services	\$9,200	\$9,200	\$0
Green Space	299.801000	Professional Services	\$20,000	\$20,000	\$0
Sewer	510.801000	Professional Services	\$2,000	\$2,000	\$0
Water	530.801000	Professional Services	\$2,000	\$2,000	\$0
		TOTAL	\$78,200	\$78,200	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for Wetland and Environmental Consulting Services in the amount not-to-exceed \$78,200.00 to ASTI Environmental, Brighton, Michigan through March 31, 2020 and further authorizes the Mayor to execute a contract on behalf of the City.

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