



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2017-0307 version 2

**TO:** Mayor and City Council Members  
**FROM:** Ken Elwert, Director Parks and Natural Resources  
**DATE:** January 13, 2020  
**SUBJECT:** As-Needed Landscape Architectural Services for Innovation Hills

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**REQUEST:**

City Council is requested to increase the blanket purchase order to Nunez Design, Troy, Michigan for as-needed landscape architectural services for Innovation Hills in the amount of \$25,000.000 for a new not-to-exceed amount of \$125,000.00 and extend the project date through December 31, 2020.

**REASON FOR PURCHASE:**

The requested blanket increase and extension of the contract expiration date is to allow the completion of the playground design and coordination by Nunez Design, Inc. with the City's engineering firm for construction and completion of the project under the current contract. Additional design work is necessary for further development of custom designs of multi-story tree house and design work necessary to support a \$300,000 grant from the Land and Water Conservation Fund. Future projects will be solicited under separate contracts.

In 2014, the City issued a request for Statement of Qualifications utilizing the MITN system, in which twelve responses were received. Award recommendation was presented to City Council at its May 18, 2015 meeting with approval of a contract to DesignTeam Plus, LLC, with Ralph Nunez as the Principal Architect/Planner for the project. In 2017, DesignTeam Plus, LLC, assigned its contract to Nunez Design when DesignTeam Plus, LLC., determined it was not in their company's best interest to continue offering landscape architectural services and instead focus on their core business of architectural services. The City determined that based on Ralph Nunez's experience and involvement in the development of Innovation Hills since the project was envisioned, it was in their best interest to agree with the assignment of the contract in order to retain Ralph Nunez's involvement in the project. Nunez Design has accepted all the same contract terms, and is providing services in accordance with the original contract and fees negotiated.

**PROCESS:**

**Vendor Name and Address:**

Nunez Design, Inc.  
249 Park Street  
Troy, MI 48083

**Reason for Selection:**

Qualifications Based Selection

**Method of Purchase:**  
Blanket Purchase Order

**BUDGET:**  
Funding is included in the Adopted FY 2020 Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Year Cost	Remaining Budget
Facilities	631.974000	Land Improvements	\$30,000	\$25,000	\$5,000

**RECOMMENDATION:**  
It is recommended that City Council authorize an increase to the blanket purchase order to Nunez Design, Troy, Michigan for as-needed landscape architectural services for Innovation Hills in the amount of \$25,000.000 for a new not-to-exceed amount of \$125,000.00 and extend the project date through December 31, 2020.

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

Contract Reviewed by City Attorney       Yes       N/A