



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: 2019-0458

TO: Mayor and City Council Members

FROM: Scott Cope, Director Building/Facilities/Ordinance
Ken Elwert, CPRE, Director Parks and Natural Resources
Pat McKay, Museum Manager

DATE: October 21, 2019

SUBJECT: Temporary Trailer for Museum Exhibits

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for a temporary trailer for exhibits at the Rochester Hills Museum at Van Hoosen Farms to The George W. Auch Company, Pontiac, Michigan in the amount not-to-exceed \$59,601.00.

REASON FOR PURCHASE:

The City, utilizing Oakland County's Cooperative Purchasing Program has contracted with The George W. Auch Company to provide as needed construction management services to assist the City with various projects based on complexity and services needed.

With the Dairy Barn preparing to undergo construction, the City as part of the project needed to secure a temporary trailer in order to still be able to provide school field trips, programs, etc. The George W. Auch Company as the City's selected Construction Management firm for this project, has worked to secure pricing for the setup and leasing of a temporary trailer to meet the needs of the Museum's programs. In utilizing the City's construction management firm for this project, it creates efficiencies in keeping one consistent point for communication for the entire project and allows for the efficient coordination of setup and placement of the trailer between the contractors for the trailer setup and electrical wiring. The City has worked with The George W. Auch Company on many of our construction projects and has been satisfied with the services they've been providing and recommend award of this project to The George W. Auch Company.

PROCESS:

Vendor Name and Address:

George W. Auch Company
735 South Paddock Street
Pontiac, MI 48341

Reason for Selection:

Best Value; Cooperative Contract

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding for this project is included in the FY 2020 Adopted Budget, as there is no funding allocated in the FY 2019 Budget at this time.

In the FY 2020 Adopted Budget, funding for this \$3.75M project is to be transferred from the Capital Improvement Fund (420) to the Facilities Fund (631), which is anticipated to cover all phases of the project.

If approved by City Council, a 4th Quarter 2019 Budget Amendment shall be prepared to increase the 2019 project budget in the Facilities Fund (631) by the amount needed for temporary trailer rental in FY 2019, with a corresponding transfer-in from the Capital Improvement Fund (420).

As part of the 1st Quarter 2020 Budget Amendment, the FY 2020 project budget will be reduced by the amount needed for temporary trailer rental in FY 2019 in the Facilities Fund (631), with a corresponding reduction in the transfer-in from the Capital Improvement Fund (420), as this phase will be performed in FY 2019.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.976000	Building Improvement	\$0.00	\$59,601.00	(\$59,601.00)

RECOMMENDATION:

City Council is requested to authorize a blanket purchase order/contract for a temporary trailer for exhibits at the Rochester Hills Museum at Van Hoosen Farms to The George W. Auch Company, Pontiac, Michigan in the amount not-to-exceed \$59,601.00 and further authorizes the Mayor to execute a contract on behalf of the City.

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