



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: 2020-0562

TO: Mayor and City Council Members
FROM: Scott Cope, Director Building/Ordinance/Facilities
Ken Elwert, Director of Park and Natural Resources
DATE: January 11, 2021
SUBJECT: Architectural and Engineering Services for Construction Borden Park Office

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for architectural and engineering services for the development of construction documents for the new Borden Park office to H2A Architects, Davison, MI in the amount not-to-exceed \$86,735.

REASON FOR PURCHASE:

H2A is one of the City's selected on-call professional architectural firms and is recommended to perform the needed services for the Borden Park office based on their past experience working with the Park department, as well as previous involvement in development of construction documents for the initial Borden Park office project that was conceptualized. H2A is the best firm to perform these recommended services for the City.

PROCESS:

Vendor Name and Address:

H2A Architects
9100 Lapeer Rd. Suite B
Davison, MI 48423

Reason for Selection:

Best Value; Quality Based Selection

Method of Purchase:

Blanket Purchase Order

BUDGET:

Partial Funding is to be carried over from the FY 2020 Budget as part of the FY 2021 1st Quarter Budget Amendment.

If approved by City Council, the additional funding for architectural and engineering services shall be presented as part of the FY 2021 1st Quarter Budget Amendment with the additional funds being transferred into the Facilities Fund (631) from the Capital Improvement Fund (420).

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.975000	Building	\$30,000	\$86,735	(\$56,735)

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for architectural and engineering services for the development of construction documents for the new Borden Park office to H2A Architects, Davison, MI in the amount not-to-exceed \$86,735.

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