

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0466
Date: May 13, 2004
Prepared By: Ed Anzek, Planning, 248-841-2572
City File No:

Meeting Date: June 2, 2004

PURPOSE:

City Council is requested to increase the blanket purchase order to Applied Science and Technology, Inc. by \$175,000.00 (to Planning's portion of the blanket) to a new not-to-exceed total of \$325,000.00 through September 1, 2006 to cover the Planning Department's wetland and environmental consulting services (\$225,000.00 for 2004, \$50,000 for 2005 and \$50,000 for 2006). The total blanket purchase order for DPS, Engineering and Planning would therefore be increased to a new not-to-exceed total of \$655,000.00

DISCUSSION:

Environmental and wetlands consulting services are utilized by the Department of Public Service and Planning Department for plan review of commercial, industrial and residential site developments and the City's infrastructure projects. The original purchase order stated that additional services may include Brownfield redevelopment, site assessments, site closure, ecological, clearance, GIS, and underground storage tank services, public meeting support and other related services as required by the City. When this multi-departmental Blanket Purchase Order was put together last September we had no indication that REI would be using our Consultant for their Brownfield site assessment work, monitoring, analysis, and Brownfield Plan development. As has been explained at a recent Council meeting, it was determined early on that if REI paid for all services, the City preferred they use ASTI to guarantee that we would receive and benefit from the data and analysis produced.

It is most important to note that the requested increase in this Blanket Order has been offset by the increase in revenues that have been paid by REI. This increase has no net affect on the City as it's a "pass-through". As you may recall from discussions last August/September it was estimated, based on past trends, that an amount of \$50,000.00 annually was believed to be sufficient to cover Planning's wetland and environmental needs. To date, the charges incurred by the additional work generated by REI have totaled nearly \$110,000. This is above the 2004 Adopted Planning Department Budget of \$50,000 for wetland work. At this time our best "guesstimate" for additional work (above the \$110,000 REI already incurred) that may be requested of ASTI for the remainder of 2004 is between \$50,000 and \$75,000. I would also like to advise Council that as work progresses or additional Brownfield activities commence I might need to request another adjustment in the future.

This adjusted request is only being considered for this year even though the Blanket Purchase Order is a three-year blanket. It is preferable that we get a longer "track record" established with this Brownfield initiative and future Brownfield initiatives, before we make three-year projections.

FISCAL INFORMATION:

The increase will require a budget amendment of \$175,000.00 to the Planning Department's Wetland Consultant account.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Planning	401.808006	Consultant/Wetland	175,000.00	175,000.00	0
		Current Budget	50,000		
			+175,000		
			225,000	225,000	0

Vendor Name and Address:

Applied Science & Technology, Inc.
10448 Citation Dr., Suite #100
Brighton, MI 48116

Reason for Selection:

Best qualified

Method of Purchase:

Contract/blanket purchase order through September 1, 2006.

RECOMMENDATION:

City Council is requested to increase the blanket purchase order to Applied Science & Technology, Inc., of Brighton, Michigan by \$175,000 (Planning Department portion) to a new not-to-exceed amount of \$655,000 through September 1, 2006 to provide environmental and wetlands consulting services for DPS, Engineering and Planning Departments.

ATTACHMENTS:

Department Authorization: Ed Anzek

Reviewed by:

Fiscal: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*
Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

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