



**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: 2008-0081 (v2)

TO: Mayor and City Council Members
FROM: Roger H. Rousse, Director of Public Service
DATE: July 13, 2009
SUBJECT: Geotechnical Engineering and Material Testing Services
City File No. E04-020

REQUEST:

The Department of Public Service recommends increasing the current blanket purchase order amount on the contract between Schleede Hampton Associates and the City of Rochester Hills to provide Geotechnical Engineering and Material Testing Services in the amount of \$110,000.00 for a new total amount not-to-exceed \$360,000.00 which will expire on January 29, 2010.

REASON FOR PURCHASE:

On February 25, 2008, the Rochester Hills City Council adopted a resolution to authorize a blanket purchase order for Geotechnical engineering and material testing services in the amount not-to-exceed \$250,000.00. Since that time, several City of Rochester Hills projects (i.e. Rochester College and Brewster Road Water Main, 2008 Asphalt Rehabilitation Project, 2008 Concrete Slab Replacement Program, 2008 Pathway Rehabilitation Project, Austin Drive Extension, Rainier Drain and the Avon Pathway Projects) commenced that required geotechnical engineering and material testing services.

At this time, there is approximately \$26,000.00 left on the blanket purchase order. In order to continue receiving geotechnical engineering and material testing services on City projects until January 29, 2010, DPS/Engineering is requesting that City Council authorizes increasing the current blanket purchase order by \$110,000.00 for a new total amount not-to-exceed \$360,000.00.

This year's projects include the 2009 Concrete Slab Replacement Program, Asphalt Road Rehabilitation Program, Pathway Rehabilitation Program and South Boulevard Pathway Construction Project all of which will require using geotechnical and material testing services. In addition, the services are utilized for private development projects such as Meijers, Crittenton Cancer Center and Rayconnect.

DPS/Engineering Services has been satisfied with Schleede Hampton Associates services; however, it has been five (5) years since a Request for Proposals (RFP) has been solicited so a new RFP is being developed for geotechnical engineering and material testing services for a three year contract beginning in 2010.

PROCESS:

Vendor Name and Address:
Schleede Hampton Associates
2254 Cole Street

Birmingham, MI 48009

Reason for Selection:

RFQ

Method of Purchase:

Purchase Order

BUDGET:

Costs associated with Geotechnical Engineering and Material Testing Services were identified in the 2009 annual operating budget and capital budget. The funds are budgeted in drains, major roads and local roads.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Roads	452.970000	Construction	\$20,050.00	\$20,000.00	\$50.00
Local Roads	452.970000	Construction	\$65,880.00	\$65,000.00	\$880.00
Drains	244.974000	Construction	\$30,500.00	\$25,000.00	\$5,500.00

RECOMMENDATION:

The Department of Public Service recommends increasing the current blanket purchase order amount on the current contract between Schleede Hampton Associates and the City of Rochester Hills to provide Geotechnical Engineering and Material Testing Services in the amount of \$110,000.00 for a total amount not-to-exceed \$360,000.00 which will expire on January 29, 2010.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		