

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-1251
Date: December 10, 2004
Prepared By: Barbara Key, Contract Specialist
City File No: E04-020

PURPOSE:

The Department of Public Service recommends approval of the Professional Service Contract between Schleede Hampton Associates and the City of Rochester Hills for Geotechnical Engineering and Construction Inspection & Material Testing Services for a period of three (3) years in the not-to-exceed amount of \$570,000.00 and authorize the Mayor and Clerk to execute a contract on behalf of the City.

DISCUSSION:

On Tuesday, October 12, 2004, the City of Rochester Hills received and read the names of seven (7) organizations for Request for Proposals for Geotechnical Engineering and Construction Material Testing Services.

A qualifications-based process was used to determine which of the firms were best suited to provide geotechnical engineering and construction material testing services for the City of Rochester Hills. Based upon the responsiveness to objectives/methodology, level of experience and qualifications, capacity, comparable projects and costs proposed by all consultants, it was concluded that the firm Schleede Hampton Associates would best meet the needs of the City of Rochester Hills.

Since 1991, Schleede Hampton Associates has provided the City with geotechnical engineering services for public work projects and construction inspection & material testing services on both public works and private development projects. Schleede Hampton specializes in owner-based clients and does not represent private developments. The firm works almost exclusively in Oakland County and has always met the needs of the City even during times of high demand. The Schleede Hampton Associates has established an excellent working relationship with the City through written and verbal communication.

Historically, the fees from permitting of private development pays approximately 49% of this amount and are deducted from escrow accounts. The remainder is used for public works projects involving roads, water, sewer and drains.

The contract with Schleede Hampton Associates will be for a period of three (3) years beginning in 2005 and terminating on December 31, 2007 with an option to renew for an additional two (2) years.

FISCAL INFORMATION:

Costs associated with the Geotechnical Engineering and Construction Inspection & Material Testing Services were identified in the 2005 annual operating budget. The funds are budgeted in water, sewer, drains and local road construction.

*Plan review and wetlands work expenditures will be expended out of the same budgeted line item, therefore a budget amendment may be required, depending on FY2005 activity/demands.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Local Roads	454.801000	Professional Service	\$20,000.00	\$20,000	0
Drains	244.801000	Professional Service	\$10,000.00	\$10,000	0
Sewer	510.801000	Professional Service	\$65,000.00*	\$65,000	0
Water	530.801000	Professional Service	\$95,000.00*	\$95,000	0

Vendor Name and Address:

Schleede Hampton Associates
2254 Cole Street
Birmingham, Michigan 48009

Reason for Selection:

Best Qualified

Method of Purchase:

Purchase Order
Contract

RECOMMENDATION:

It is recommended that City Council award the Professional Service Contract between Schleede Hampton Associates and the City of Rochester Hills for Geotechnical Engineering and Construction Inspection & Material Testing Services for a period of three (3) years in the not-to-exceed amount of \$570,000.00 and authorize the Mayor and Clerk to execute a contract on behalf of the City.

ATTACHMENTS:

Contract
Resolution

Department Authorization: Roger Rouse, Director, Department of Public Service

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA