



**City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No: 2007-0793**

**TO:** Mayor and City Council Members  
**FROM:** Julie Jenuwine, Finance Director 248.841.2535  
**DATE:** November 20, 2007  
**SUBJECT:** Authorization for Blanket Purchase Order for City Attorney Services

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**REQUEST:**

To request City Councils authorization for a blanket purchase order to Hafeli Staran Hallahan Christ & Dudek, P.C. for city attorney fees for the 2008 fiscal year in the amount not-to-exceed \$325,000.

**REASON FOR PURCHASE:**

City Council appointed Hafeli Staran Hallahan Christ & Dudek, P.C. as the City's attorney pursuant to Section 8.7 of the City Charter. The City Attorney provides general legal services to the City, including representation on certain lawsuits, consultation, contract review, legal opinions and prosecution.

Past years' legal expenditures for City Attorney (*general*):

2007 - \$280,000 *projected*  
2006 - \$351,000  
2005 - \$365,350  
2004 - \$388,840  
2003 - \$377,410

For 2008, hourly rates for legal services by Hafeli Staran Hallahan Christ & Dudek will increase slightly for the first time in many years. The partner rate for legal work performed by John Staran is proposed at \$120 per hour, a \$5 increase. The hourly rates performed by other attorneys with the firm are proposed at \$105 per hour. Also, a two-percent administrative and overhead charge along with an incidental charge (shipping, copy costs) are included in the contract.

The new contract (indefinite term) is attached. Please note the following changes are proposed to the existing contract:

- In Section 1, the bullet point on costs advanced from the 5/16/06 Addendum.
- In 1<sup>st</sup> bullet, in Section 1, the hourly rates are updated
- In the 2<sup>nd</sup> bullet in Section 1, "reimburseables" changed to "administration and overhead" to more accurately describe this charge.
- In Section 5, 2<sup>nd</sup> line, "ordinances" was added

- On the signature page, the Mayor's name was changed.

**PROCESS:**

**Vendor Name and Address:**

Hafeli Staran Hallahan Christ & Dudek, P.C.  
 4190 Telegraph Road  
 Suite 3000  
 Bloomfield Hills, MI 48302-2082

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

The variance between the FY2008 budget and the proposed blanket request is due to the recent decline in projected expenditures for FY2007, as the FY2008 budget was prepared with data from FY2003 - 2006.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>2008 Budget</b>	<b>Blanket Request</b>	<b>Remaining Budget</b>
General Fund	210.805001	Legal Fees-City Attorney	\$375,000	\$325,000	\$50,000

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order to Hafeli Staran Hallahan Christ & Dudek, P.C. for city attorney fees for fiscal year 2008 in the amount not-to-exceed \$325,000.

**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
<b>Department Review</b>		
<b>Department Director</b>		
<b>Budget Content: Finance Director</b>		

<b>Purchasing Process: Supervisor of Procurement</b>		
<b>Mayor</b>		
<b>City Council Liaison</b>		

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