

City Council Agenda Summary Sheet (Purchases)

Agenda No: A0725
Date: October 7, 2003
Prepared By: Barbara Key, Contract Specialist
City File No:

Meeting Date: November 19, 2003

PURPOSE:

The Department of Public Service recommends approval of the contract between Schleede Hampton Associates and the City of Rochester Hills for Professional Geotechnical Engineering Services in the amount not-to-exceed \$230,000.00 for a period of one (1) year with an expiration date of December 31, 2004 and authorize the Mayor and Clerk to execute a contract on behalf of the City.

DISCUSSION:

A quality based selection (QBS) process was used to determine which Engineering Firm was best suited to provide geotechnical engineering and construction materials testing services on both public and private development projects for the City. The selection process involved factors such as company profile, related experience in projects that were comparable to the City of Rochester Hills included project supervision, sensitivity and knowledge of local conditions and the most clearly defined scope of work.

The Schleede Hampton Associates proposal includes daily field testing and inspections, and; at the City's request, will attend meetings and make recommendations in accordance with the individual project findings. The proposal received from the firm of Schleede Hampton Associates best meets the criteria used for evaluation.

Over the years, Schleede Hampton Associates has developed a positive relationship with the City, and the commitment by Schleede Hampton Associates to continue to be an owner based service group will avoid potential conflicts with developers/contractors.

The geotechnical engineering services contract with Schleede Hampton Associates will exist for a period of one (1) year, beginning in January 2004 and terminating on December 31, 2004. Schleede Hampton Associates schedule of fees for personnel and laboratory test service for the 2004 construction season is included in the contract.

FISCAL INFORMATION:

The cost associated with the geotechnical engineering and construction materials testing services is identified in the 2004 annual operating budget. The funds were budgeted in water, sewer, drains and local road construction.

Historically, the fees from permitting of private development pays some 32% of this amount and are deducted from escrow accounts. The remainder is used for public works projects involving roads, water, sewer and drains.

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
Local Road	454.970801	Professional Services	\$60,000.00	\$60,000.00	
Sewer	510.972801	Professional Services	\$65,000.00	\$65,000.00	
Water	530.972801	Professional Services	\$95,000.00	\$95,000.00	
Drains	244.971801	Professional Services	\$10,000.00	\$10,000.00	

Vendor Name and Address:

Schleede Hampton Associates
2254 Cole Street
Birmingham, Michigan 48009

Reason for Selection:

QBS, Best Value

Method of Purchase:

Purchase Order
Contract

RECOMMENDATION:

It is recommended that City Council award the contract between Schleede Hampton Associates and the City of Rochester Hills for Professional Geotechnical Engineering Services in the amount not-to-exceed \$230,000.00 for a period of one (1) year with an expiration date of December 31, 2004 and authorize the Mayor and Clerk to execute a contract on behalf of the City.

ATTACHMENTS:

Resolution
Authorization
Contract

Department Authorization: Roger Rouse, Department of Public Service Director

Reviewed by:

Fiscal: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA