



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2018-0315

**TO:** Mayor and City Council Members

**FROM:** Ken Elwert, Director Parks and Natural Resources

**DATE:** July 30, 2018

**SUBJECT:** Natural Water Features Area at Innovation Hills

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for development of the natural water features area at Innovation Hills which includes the pond area, sundial mound and park, parking area to include bioswale and trail extensions, and landscaping, restoration, and plantings to Michigan Lawn Maintenance dba Sherman Nursery Farms, Columbus, MI and TR Pieperczak, China Township, MI in the amount of \$3,456,798.09 with a 10% project contingency in the amount of \$345,679.81 for a total not-to-exceed amount of \$3,802,477.90.

**REASON FOR PURCHASE:**

The City utilized a two-phase procurement process in order to select a qualified contractor that had the capacity, qualifications, experience, and best overall project understanding to successfully deliver this unique project. The first phase in the procurement process was to issue a Statement of Qualifications, in which the City sought qualification submittals from landscape construction specialists that had experience in design, construction, and maintenance of natural material water features, bioswales, trails and boardwalks in order to develop these components at Innovation Hills. The City posted the Statement of Qualifications Request utilizing the MITN system with submittals received from five (5) proposers. A team comprised of staff from the Purchasing Division, Parks and Natural Resources Department, and the City's engineering consultant Hubbell, Roth, and Clark (HRC) reviewed the submittals. From this review, the City shortlisted to four (4) firms and subsequently requested interviews from them to learn more about their experience in constructing projects such as Innovation Hills. At the conclusion of the interviews, it was determined that three (3) of the firms had the qualifications, capacity, project understanding, and team members to be able to successfully complete this project.

The second phase of the procurement process was to then issue a Request for Proposal to the three (3) firms that were deemed qualified to work on this project. Two (2) proposers ended up submitting responses to the City's Request from Proposal. The third proposer indicated they would not be able to submit a response to the RFP request, due to project schedule and timing and that they did not have the capacity at this time to complete the work as required due to their full schedule. The two proposal responses received were reviewed in compliance with the evaluation criteria outlined in the solicitation which included methodology, project schedule, experience and qualifications and cost proposal. Based on this review, the City shortlisted to Michigan Lawn Maintenance in partnership with TR Pieprzak and requested them to come in for an interview. During this interview, the alternate proposal options included in their proposal response were discussed and subsequent to this meeting, a Supplemental Cost Proposal was sent to receive their best and final offer. Based on their cost proposal, qualifications and experience, project methodology, and work plan it is recommended that award be made to Sherman Nursery Farms and TR Pieprzak. The other vendor who submitted a proposal response indicated in their proposal response they could not meet the

project milestones that were required, as well as many of the cost areas they provided estimates indicating they could not get their subcontractors to provide them with pricing and therefore applied their best estimates on these cost items. It was determined to not be in the best interest to pursue this proposal option.

**PROCESS:**

**Vendor Name and Address:**

Michigan Lawn Maintenance  
 dba Sherman Nursery Farms  
 2200 Mayer Road  
 Columbus, MI 48063

TR Pieperczak  
 6267 St. Clair Hwy  
 China Township, MI 48054

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Partial project Funding is included and available as part of the FY 2018 Adopted Budget. The State of Michigan has already approved grant funding in the amount of \$500,000 for the project.

Project funding for Innovation Hills is also anticipated in FY 2019-2020 in the combined amount of \$3,290,000 to complete remaining project phases.

If approved by City Council, a 3<sup>rd</sup> Quarter Budget Amendment shall be presented to increase the Innovation Hills project budget by \$770,700, with the additional funding to be contributed via a transfer-in to the Facilities Fund from the General Fund and drawn from General Fund Balance Reserves.

Fund Name	Department Account No	Account No. Description	2018 Remaining Budget Amount	Cost	2018 Remaining Budget
Facilities Fund	631.974000	Land Improvement / PK-13 Innovation Hills Development	\$3,031,801.00	\$3,802,477.90	(\$770,676.90)

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for development of the natural water features area at Innovation Hills which includes the pond area, sundial mound and park, parking area to include bioswale and trail extensions, and landscaping, restoration and plantings to Michigan Lawn Maintenance dba Sherman Nursery Farms, Columbus, MI and TR Pieperczak, China Township, MI in the amount of \$3,456,798.09 with a 10% project contingency in the amount of \$345,679.81 for a total not-to-exceed amount of \$3,802,477.90 and further authorizes the Mayor to execute the contract on behalf of the City.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

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