



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: 2023-0387

TO: Mayor and City Council Members
FROM: Chris McLeod, Planning Manager
DATE: August 14, 2023
SUBJECT: Gateway Elements Design Services

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for the gateway elements design services to OHM Advisors, Livonia, Michigan in the amount not-to-exceed \$68,500.00 and further authorizes the Mayor to execute the proposal on behalf of the City.

REASON FOR PURCHASE:

The City has recognized the importance of gateways as they provide an opportunity for a first impression to convey the City's image to visitors and residents. Gateways were first recommended in the 1999 Master Land Use Plan and the City's first Comprehensive Gateways Plan was prepared in 2003 to improve the variable and undefined treatment of the community entrances.

The current Gateways and Streetscape Master Plan was recently unanimously endorsed by the Planning Commission and City Council, and was developed by OHM Advisors with the guidance of a steering committee that included the Mayor's office, members of City Council, and the Planning Commission along with City Staff. The steering committee, along with a subcommittee of the steering committee, met on a regular basis over the course of the last year to develop the plan that includes a series of gateway sign designs that will be located strategically throughout the City. In addition to specific gateway signs, the plan also provides designs for new park signage for the City's larger parks that are consistent in overall design and branding with the gateway signage.

The next step in regards to implementation of the Gateways and Streetscape Master Plan is to develop the specific construction drawings for the gateway and parks and recreation sign packages for fabrication and installation.

OHM is being recommended to provide the required design services for this project based on their involvement in the Gateways and Streetscape Master Plan project, their understanding of the goals for the streetscape elements and capacity to perform the required services. OHM is one of the City's selected engineering/design services firms that was chosen based on a Quality Based Selection process.

PROCESS:

Vendor Name and Address:

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

Reason for Selection:

Quality Based

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2023 Adopted Budget.

| Fund Name | Department Account No | Account No. Description | Budget Amount | Cost | Remaining Budget |
|------------|-----------------------|---|---------------|----------|------------------|
| Facilities | 631.977000 | Citywide: Gateway & Streetscape Plan Implementation | \$300,000 | \$68,500 | \$231,500 |
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RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for the gateway elements design services to OHM Advisors, Livonia, Michigan in the amount not-to-exceed \$68,500.00 and further authorizes the Mayor to execute the proposal on behalf of the City.

| APPROVALS: | SIGNATURE | DATE |
|--|-----------|------|
| Department Review | | |
| Department Director | | |
| Budget Content: Chief Financial Officer | | |
| Purchasing Process: Procurement Manager | | |
| Mayor | | |
| City Clerk | | |

Contract Reviewed by City Attorney Yes N/A