



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: 2023-0383

TO: Mayor and City Council Members
FROM: Ken Elwert, CPRE, Director Parks and Natural Resources
DATE: August 14, 2023
SUBJECT: Preliminary Engineering Services Spencer Park Parking Lot Improvements

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for preliminary engineering services for Spencer Park Parking Lot Improvements to Nowak and Fraus Engineers, Pontiac, Michigan in the amount not-to-exceed \$270,108.00 and further authorizes the Mayor to execute an agreement on behalf of the City.

REASON FOR PURCHASE:

Project includes reconstructing parking lots at Spencer Park, including replacing all asphalt, as well as replacing all current dirt/gravel roads and parking with asphalt. Project also includes replacing the gravel path around the lake with asphalt, redoing the current tennis courts into other courts (type of courts still to be determined), a paved pathway entrance from John R road for residents to enter without walking on the entry drive, and a possible alternate of an expanded parking area in the south field area.

Nowak and Fraus is one of the City's selected on-call professional engineering firms and staff is recommending they perform the preliminary engineering services for the City. The attached proposal describes the scope of services and corresponding expense to complete the work.

The bids for this project are expected to come for Council review in early 2024, assuming Council approves the Spencer Park Parking Lot budget during the currently underway 2024 budget process.

PROCESS:

Vendor Name and Address:

Nowak and Fraus
46777 Woodward Avenue
Pontiac, MI 48342

Reason for Selection:

Quality Based Selection

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 | 631.974000 | FA-10B: Spencer Park Parking Lot Rehabilitation | \$300,000 | \$270,108 | \$29,892 |

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for preliminary engineering services for Spencer Park Parking Lot Improvements to Nowak and Fraus Engineers, Pontiac, Michigan in the amount not-to-exceed \$270,108.00 and further authorizes the Mayor to execute an agreement 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