



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: 2013-0416 version 2

**TO:** Mayor and City Council Members

**FROM:** Allan E. Schneck, P. E., Director of Public Services

**DATE:** November 10, 2014

**SUBJECT:** Stormwater, Asset Management and Wastewater (SAW) Grant  
City File No. E13-021

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**REQUEST:**

The Department of Public Services recommends that the Rochester Hills City Council approves the attached proposal for Consulting Services to assist the City in completing tasks related to the SAW Grant program from Orchard, Hiltz & McCliment, Inc. (OHM) in the not-to-exceed amount of \$861,921.00 and Hubbell, Roth & Clark, Inc. (HRC) in the not-to-exceed amount of \$457,000.00, for a combined not-to-exceed total of \$1,318,921.00 and authorizes the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

The City of Rochester Hills has been awarded a \$2 million grant from the Michigan Department of Environmental Quality (MDEQ) for Asset Management Planning for its stormwater and wastewater infrastructure. This grant will allow the City to evaluate the overall condition of its aging infrastructure, including pipes, manholes, pump stations, and drainage channels. The Asset Management Plan will culminate in a report that will recommend a long-term business plan to sustain its infrastructure through adequate funding, maintenance, rehabilitation, and replacement of its components. This will allow the City to provide an acceptable level of service for its residents and businesses that depend on our infrastructure.

The City requested proposals from its three (3) contracted engineering firms to provide services to complete the tasks related to the SAW Grant program. As a result of that proposal request, two (2) proposals were received. OHM and HRC submitted a proposal to the City in which the firms will partner together to assist the City with the tasks identified.

**PROCESS:**

**Vendor Name and Address:**

Orchard, Hiltz & McCliment, Inc.  
34000 Plymouth Road  
Livonia, MI 48150

Hubbell, Roth & Clark, Inc.  
555 Hulet Drive  
Bloomfield Hills, MI 48303

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

If approved by City Council, Fiscal shall bring prepare a 4<sup>th</sup> Quarter 2014 Budget Amendment for the estimated project services to be provided by the end of the year (12/31/2014). As well, an estimate for FY 2015 project services will be brought forward as part of the 1<sup>st</sup> Quarter 2015 Budget Amendment. FY 2016 & 2017 project estimates will be presented as part of the FY 2016-2018 Budget process.

Funding for the two (2) Stormwater phases of the project is proposed to be transferred-in to the Water Resources Fund (244) from the Capital Improvement Fund (420). All Stormwater-related SAW Grant revenues shall then be recorded back in the Capital Improvement Fund (420) to offset its initial contribution.

Funding for the Wastewater phase of the project is proposed from Water & Sewer Capital Fund Retained Earnings.

| Fund Name            | Department Account No | Account No. Description | Budget Amount | Cost               | Remaining Budget     |
|----------------------|-----------------------|-------------------------|---------------|--------------------|----------------------|
| Water Resources Fund | 244.801000            | Professional Services   | \$0           | \$725,407          | (\$725,407)          |
| W&S Capital Fund     | 593.801000            | Professional Services   | \$0           | \$593,514          | (\$593,514)          |
|                      |                       | <b>TOTAL</b>            | <b>\$0</b>    | <b>\$1,318,921</b> | <b>(\$1,318,921)</b> |

**RECOMMENDATION:**

The Department of Public Services recommends that the Rochester Hills City Council approves the attached proposal for Consulting Services to assist the City in completing tasks related to the SAW Grant program from Orchard, Hiltz, and McCliment, Inc. in the not-to-exceed amount of \$861,921.00 and Hubbell, Roth & Clark, Inc. (HRC) in the not-to-exceed amount of \$457,000.00 for a combined not-to-exceed total of \$1,318,921.00 and authorizes the Mayor to execute a contract on behalf of the City.

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Attachment: OHM's & HRC's proposal for consulting services dated October 29, 2014

| APPROVALS:                                       | SIGNATURE | DATE |
|--|-----------|------|
| Department Review                                |           |      |
| Department Director                              |           |      |
| Budget Content:<br>Finance Director              |           |      |
| Purchasing Process:<br>Supervisor of Procurement |           |      |
| Mayor  |           |      |
| Deputy Clerk                                     |           |      |