



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: 2012-0252

TO: City Council Members
FROM: Bryan K. Barnett, Mayor
DATE: July 16, 2012
SUBJECT: Governmental Representation and Consulting Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order to Strategic Communication Solutions, Inc., Novi, Michigan for governmental representation and consulting services in the amount not-to-exceed \$60,000.00 through August 1, 2013.

REASON FOR PURCHASE:

The City solicited, through a Request for Proposals process, an experienced and qualified firm to develop an effective and strategic agenda to promote the City of Rochester Hills and its areas of interest. The consultant will represent the City in legislation and policy level governmental decisions made at the county, state and federal levels. In addition, the consultant will assist and advocate proactively on behalf of the City on legislative matters, funding opportunities and other issues pertaining directly to the City's unique governmental interests. Services include, but are not limited to, analysis of issues and dynamics associated with projects identified by the City, assistance in advocating relationships with municipal, legislative, department and administration officials; monitoring of Federal and State legislative and regulatory issues with potential impact to the City; involvement with decision-makers at all levels to garner support; monitoring of opposition and collaborating efforts to neutralize challenges and seeking out and aiding in obtaining funding opportunities.

The consultant will interact with the City staff to assist and identify projects and issues, such as grants and funding sources for various projects to position support for economic development projects. The firm will provide monthly reports to the administration on its activities on behalf of the City.

Eight (8) proposals were submitted and reviewed by an evaluation team. Five (5) firms were shortlisted and interviewed, followed by second interviews of three (3) companies. References and other informational sources were contacted in an effort to obtain background and performance data. Strategic Communication Solutions, Inc. of Novi, Michigan is the selected company, providing best value to the City based on its scope, depth of relationships and experience in the legislative and public arena, as well as the commitment and qualifications of its staff. The firm has worked for similar government entities and with its affiliated companies is a full service governmental and public affairs firm with the ability to assist Rochester Hills with local, state and federal relations to support its efforts in implementing an effective and strategic agenda.

PROCESS:

Vendor Name and Address:

Strategic Communication Solutions, Inc.
27780 Novi Road, Suite 200
Novi MI 48377

Reason for Selection:

Most Qualified; Best Value

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General	171.801000	Professional Services	0	\$60,000.00	(\$60,000.00)

*This will come forward as 3rd Quarter Budget Amendment.

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a contract/blanket purchase to Strategic Communication Solutions, Inc., Novi, Michigan for governmental representation and consulting services in the amount not-to-exceed \$60,000.00 through August 1, 2013.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		