



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: 2017-0307

**TO:** Mayor and City Council Members  
**FROM:** Ken Elwert, Director Parks and Forestry  
**DATE:** July 17, 2017  
**SUBJECT:** As-Needed Landscape Architectural Services for Innovation Hills

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**REQUEST:**

City Council is requested to authorize a blanket purchase order for as-needed landscape architectural services for Innovation Hills to Nunez Design, Troy, Michigan in the amount not-to-exceed \$100,000.00 through December 31, 2019.

**REASON FOR PURCHASE:**

In 2014, the City issued a request for Statement of Qualifications utilizing the MITN system, in which twelve responses were received. Award recommendation was presented to City Council at its May 18, 2015 meeting with approval of a contract to DesignTeam Plus, LLC, with Ralph Nunez as the Principal Architect/Planner for the project. In May of this year, DesignTeam Plus, LLC, assigned its contract to Nunez Design when DesignTeam Plus, LLC., determined it was not in their company's best interest to continue offering landscape architectural services and instead focus on their core business of architectural services. The City determined that based on Ralph Nunez's experience and involvement in the development of Innovation Hills since the project was envisioned, it was in their best interest to agree with the assignment of the contract in order to retain Ralph Nunez's involvement in the project. Nunez Design has accepted all the same contract terms, and is providing services in accordance with the original contract and fees negotiated.

The request for as-needed landscape services is being requested in order to continue design and coordination of the park's vision with future projects included the trailways and parking lot, water features area, play areas, and observation decks and living art.

**PROCESS:**

**Vendor Name and Address:**

Nunez Design, Inc.  
249 Park Street  
Troy, MI 48083

**Reason for Selection:**

Qualifications Based Selection

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Funding is included in the Adopted FY 2017 Budget and Proposed FY 2018 and FY 2019 Budgets

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>3 Year Budget Amount</b>	<b>3 Year Cost</b>	<b>3 Year Remaining Budget</b>
Facilities	631.974000	Land Improvements	\$2,345,000	\$100,000	\$2,245,000

**RECOMMENDATION:**

It is recommended that City Council authorize a blanket purchase order for as-needed landscape architectural services for Innovation Hills to Nunez Design, Troy, Michigan in the amount not-to-exceed \$100,000.00 through December 31, 2019.

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