



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)

Legislative File No: 2024-0451

**TO:** Mayor and City Council Members  
**FROM:** Mike Viazanko, Director Building/Facilities/Ordinance  
**DATE:** September 23, 2024  
**SUBJECT:** Demolition of Two (2) Residential Homes – 3300 and 3308 South Blvd

**REQUEST:**

City Council is requested to authorize a contract/purchase order for the demolition of two (2) residential homes (3300 and 3308 South Blvd) to Oakwood Building Company, Inc., Shelby Township, Michigan in the amount of \$35,000.00 with a 10% project contingency in the amount of \$3,500.00 for a total not-to-exceed project amount of \$38,500.00 and further authorize the Procurement Manager to execute the agreement on behalf of the City.

**REASON FOR PURCHASE:**

The City’s Purchasing Division issued Bids for the demolition of 3300 and 2208 W. South Blvd using the MITN system with six (6) bid responses received. Of the bid responses received, Oakwood Building Company is the lowest, responsive, responsible bidder. Award of the contract is recommended to Oakwood Building Company. The City’s Purchasing Division did contact references and received positive feedback.

**PROCESS:**

**Vendor Name and Address:**

Oakwood Building Company, Inc.  
14931 Technology Drive  
Shelby Township, MI 48315

**Reason for Selection:**

Lowest, responsive, responsible bidder

**Method of Purchase:**

Contract/Purchase Order

**BUDGET:**

Funding is included in the FY 2024 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.807000	Contractual Services	\$100,000	\$38,500	\$61,500

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/purchase order for the demolition of two (2) residential homes (3300 and 3308 South Blvd) to Oakwood Building Company, Inc., Shelby Township, Michigan in the amount of \$35,000.00 with a 10% project contingency in the amount of \$3,500.00 for a total not-to-exceed project amount of \$38,500.00 and further authorize the Procurement Manager to execute the agreement on behalf of the City.

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<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney       Yes       N/A