



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: 2011-0589

TO: Mayor and City Council Members
FROM: Keith Sawdon, Finance Director, 2535
DATE: January 9, 2012
SUBJECT: Increase to Audit Service Blanket Purchase Order

REQUEST:

We are requesting that City Council increase the Blanket by \$3,700 for the audit firm Plante & Moran, PLLC, Southfield, Michigan to cover audit costs related to federal grant activity for a new not-to-exceed amount of \$219,214.

REASON FOR PURCHASE:

As City Council is aware, the City has been very fortunate to have received many federal grant awards over the last several years. As a condition of receiving those grants, the City agrees to have a Single Audit conducted covering those grants and as the number of grant awards increase so does our administration of the grants including audit related work.

We are requesting that our audit blanket be increased by \$3,700 to cover audit related work

PROCESS:

Vendor Name and Address:

Plante & Moran, PLLC
27400 Northwestern Highway
Southfield, MI 48037-0307

Reason for Selection:

Most qualified/best value proposer

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

A budget amendment to cover this request will not be necessary.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	201	804000 Audit Fees	3,700	3,700	0.00

RECOMMENDATION:

We recommend that City Council approve an increase to the blanket for professional financial auditing services for audit costs related to federal grant activity to Plante & Moran LLP, Southfield, Michigan in the amount of \$3,700 for a new not-to exceed amount of \$219,214.

RESOLUTION:

Resolved, that the Rochester Hills City Council hereby authorizes the increase in the Blanket Purchase Order to Plante & Moran PLLC, of Southfield, Michigan for professional financial auditing services for audit costs related to federal grant activity in the amount of \$3,700 for a new not-to-exceed amount of \$219,214.

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