



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2023-0077

**TO:** Mayor and City Council Members

**FROM:** Sara Roediger, Planning and Economic Development Director

**DATE:** April 17, 2023

**SUBJECT:** Wetland and Environmental Consulting Services

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**REQUEST:**

It is requested that City Council authorize a blanket purchase order/contract to ASTI Environmental, Brighton, Michigan for Wetland and Environmental Consulting Services in the amount not-to-exceed \$98,200.00 through April 30, 2025 and further authorizes the Mayor to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

In 2020, the City's Purchasing Division issued Request for Proposals for Wetland and Environmental Consulting Services utilizing the MITN system. Eleven (11) proposal responses were received, and at their April 27, 2020 meeting, City Council authorized the award of the Contract to ASTI Environmental. The contract called for an initial three (3) year term with an option to renew for an additional two (2) years provided all terms and conditions remain the same. ASTI has agreed to extend the contract for the final two years of the contract term and the City is recommending extension of the agreement.

The on-call environmental services consultant assist the City on an as-needed basis for various assignments including, but not limited to, review and permitting for City infrastructure projects and plan review of commercial, industrial and residential site developments and brownfields.

Complete on-call environmental services in support of City activities may include, but is not limited to, road improvements, property acquisition or disposition, park development, trail development, building construction or renovation, water and sewer improvements, and storm water improvements. Environmental support may include, but not be limited to, natural features assessment, contamination nature and extent assessment, permitting, Michigan Department of Environment Great Lakes and Energy (EGLE) liaison, site inspections, construction review and field assistance, reports, plan reviews, meetings with City representatives, and expert testimony.

Plan review services of commercial, industrial, and residential site developments may include, but are not limited to, guidance to applicants to meet ordinance and policy requirements, guidance in ordinance and policy refinement, field verification or delineation of wetlands, and plan and/or suggested actions to correct that determined ordinance and policy deficiencies as presented by the applicant.

**PROCESS:**

**Vendor Name and Address:**

ASTI Environmental  
10448 Citation Drive, Suite 100  
Brighton, MI 48116

**Reason for Selection:**

Best Value; Most Qualified

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Funding is included in the FY 2023 Adopted Budget

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	Remaining Budget
General Fund	401.808006	Consultant: Wetland / Environmental	\$60,000	\$60,000	\$0
Major Road	452.801000	Professional Services	\$5,000	\$5,000	\$0
Water Resources	244.801000	Professional Services	\$9,200	\$9,200	\$0
Green Space	299.801000	Professional Services	\$20,000	\$20,000	\$0
Sewer	510.801000	Professional Services	\$2,000	\$2,000	\$0
Water	530.801000	Professional Services	\$2,000	\$2,000	\$0
		Total	\$98,200	\$98,200	\$0

**RECOMMENDATION:**

City Council is recommended to authorize a blanket purchase order/contract to ASTI Environmental, Brighton, Michigan for Wetland and Environmental Consulting Services in the amount not-to-exceed \$98,200.00 through April 30, 2025 and further authorizes the Mayor to execute an agreement on behalf of the City.

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

Contract Reviewed by City Attorney       Yes       N/A