



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2018-0239

TO: Mayor and City Council Members
FROM: Allan Schneck, P.E., Director Department of Public Services
DATE: June 18, 2018
SUBJECT: Cross Connection Program Management Services

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order/contract for cross connection program management services to HydroCorp, Troy, Michigan in the amount not-to-exceed \$267,624 through June 30, 2021.

REASON FOR PURCHASE:

The Michigan Safe Drinking Water Act requires water utilities to have comprehensive cross connection control programs for the elimination and prevention of all cross connections. The City solicited Request for Proposals utilizing the MITN system and only one (1) response was received. The Purchasing Division conducted research to determine if there were other companies that could provide these services and found that HydroCorp was the company that was providing this service to most municipalities in our area and the other company that provides the service is located out of Owosso and typically can't be competitive in this market based on their capacity and distance. The City has utilized HydroCorp over the past three (3) years for their cross connection program management services and has been satisfied with the services received and recommend award of the contract to HydroCorp.

PROCESS:

Vendor Name and Address:

HydroCorp
5700 Crooks Road
Ste 100
Troy, MI 48098

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2018 Adopted Budget and FY 2019 and 2020 Projected Budgets.

For FY 2018, if the budget for cross connection runs short, the overage will come from other items in that line item or a 4th Quarter Budget Amendment, if needed.

Fund Name	Department Account No	Account No. Description	3-Year Budget Amount	3-Year Cost	Remaining Budget
Water	530.801000	Professional Services	\$262,120	\$267,624	(\$5,504)
		Total	\$262,120	\$267,624	(\$5,504)

RECOMMENDATION:

It is recommended that City Council authorize the issuance of a blanket purchase order/contract for cross connection program management services to HydroCorp, Troy, Michigan in the amount not-to-exceed \$267,624 through June 30, 2021 and further authorizes the Mayor to execute the contract on behalf of the City.

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