



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2023-0106

TO: Mayor and City Council Members

FROM: Bill Fritz, P.E., Director Department of Public Services
Joe Snyder, Chief Financial Officer

DATE: March 6, 2023

SUBJECT: North Oakland County Water Authority (NOCWA) Engineering Services Contract Extension

REQUEST:

City Council is requested to authorize the issuance of a blanket purchase order and contract for NOCWA Engineering Services to Orchard, Hiltz and McCliment (OHM), Livonia, Michigan in the amount not-to-exceed \$160,000.00 for a two (2) year period to expire on March 31, 2025.

REASON FOR PURCHASE:

The City of Rochester Hills has served as the Fiduciary of NOCWA since its inception in 2015. As Fiduciary, the City of Rochester Hills in 2020, on behalf of NOCWA, issued a Request for Proposals for NOCWA Engineering Services. The proposals were evaluated by the NOCWA Finance Committee, which included staff from the four (4) member communities including Orion Township, Oakland County Water Resources Commission on behalf of the City of Pontiac, Auburn Hills, and Rochester Hills.

Based on the combined scoring of the NOCWA Finance Committee, OHM was recommended to the NOCWA Board as providing the best value based on their experience, capacity, familiarity with the communities involved in NOCWA, their work program, understanding of NOCWA objectives, and comparable projects. On April 2, 2020 the NOCWA Board approved the issuance of a blanket purchase order and contract to OHM for a three (3) year period to expire on March 31, 2023 with an option to renew for an additional two (2) years. On March 2, 2023, the NOCWA Board approved the two (2) year renewal option of Engineering Services to OHM through March 31, 2025.

As Fiduciary, the City of Rochester Hills, on behalf of NOCWA, issues the payments to OHM and therefore requires City Council approval for establishment of the blanket. The City of Rochester Hills, on behalf of NOCWA, bills the four (4) respective member communities their predetermined share of the services rendered. NOCWA Engineering services are spread equally to all four (4) members at 25% each.

PROCESS:

Vendor Name and Address:

Orchard, Hiltz, McCliment
34000 Plymouth Road
Livonia, Michigan 48150

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order / Contract

BUDGET:

As Fiduciary the City of Rochester Hills, on behalf of NOCWA, prepares and monitors NOCWA's three-year budget. Funding is included in NOCWA's three-year budget plan.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	2-Year Remaining Budget
NOCWA Fund	762.801000	Professional Services	\$160,000	\$160,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize the issuance of a blanket purchase order and contract to Orchard, Hiltz and McCliment (OHM), Livonia, Michigan in the amount not-to-exceed \$160,000 for a two (2) year period to expire on March 31, 2025.

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

Contract Reviewed by City Attorney Yes N/A