



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)

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Legislative File No: 2024-0171

**TO:** Mayor and City Council Members  
**FROM:** Ken Elwert, CPRE, Director Parks and Natural Resources  
**DATE:** April 8, 2024  
**SUBJECT:** Architectural Design Services – Brooklands Plaza Improvements

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for architectural design services for the Brooklands Plaza Improvements Project to Niagara Murano, Rochester, Michigan in the amount not-to-exceed \$148,300.00 and further authorize the Procurement Manager to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

Niagara Murano Architecture is one of three (3) on-call architectural/engineering firms that were qualified through a Request for Proposal process completed by the City last year to provide on-call as needed architectural/engineering services, similar to how the City handles their engineering firms. The City, through an RFP process received nine (9) proposal responses. A committee consisting of staff from Facilities, Building, Parks, and the Fire Department evaluated the responses and subsequently shortlisted and interviewed five (5) firms. Based on the interviews and proposals received, the committee recommended retaining the services of three firms, Niagara Murano, AC3 and DLZ. These firms were selected based on their varying areas of expertise, proposed staff, and overall best value cost schedules. Niagara Murano, based on their experience with developing conceptual plans for several parks within the City is being recommended to perform architectural design services as outlined in the attached proposal for Brooklands Plaza Improvements Project.

Design will include plans for an overall market square adjacent to the splashpad on Auburn Road. It will include seating areas, illuminated benches, grass areas, landscaping, pathways, shade structures, and a playground area and tie into the theme of the neighboring splashpad.

**PROCESS:**

**Vendor Name and Address:**

Niagara Murano  
155 Romeo Road, Suite 700  
Rochester, MI 48307

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Currently there is \$100,000 included in the FY 2024 Budget for the Brooklands Plaza: Splash Pad Improvement project.

It is proposed to utilize a portion of the \$449,357.50 remaining budget from the Spencer Park: Park Parking Lot, Courts, and Pathways and Avondale Park: Parking Lot projects and redirect those budget surplus funds towards the Brooklands Plaza Improvements project.

If approved by City Council, Fiscal shall prepare a FY 2024 2<sup>nd</sup> Quarter Budget Amendment.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.974000	PK-02: Brooklands Plaza Improvements	\$100,000.00	\$148,300.00	(\$48,300.00)

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for architectural design services for the Brooklands Plaza Improvements Project to Niagara Murano, Rochester, Michigan in the amount not-to-exceed \$148,300.00 and further authorize the Procurement Manager 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