



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: 2016-0441

TO: Mayor and City Council Members

FROM: Bryan K. Barnett, Mayor

DATE: November 14, 2016

SUBJECT: Governmental Representation and Consulting Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order to Midwest Strategy Group, Lansing, Michigan for governmental representation and consulting services in the amount not-to-exceed \$54,000 through November 30, 2017.

REASON FOR PURCHASE:

The City utilizing the MITN system issued a Request for Proposals to secure the services of an experienced and qualified firm to continue assisting the City in developing and implementing effective and strategic agendas to promote the City of Rochester Hills and its areas of interest. The consultant will represent the City in legislation and policy level governmental decisions made at the county, state and federal levels. The Consultant will advocate proactively on behalf of the City on legislative matters, funding opportunities and other issues pertaining directly to the City's unique governmental interests. Services include, but are not limited to: analysis of issues and dynamics associated with projects identified by the City, assistance in advocating relationships with municipal, legislative, department and administration officials; monitoring of Federal and State legislative and regulatory issues with potential impact to the City; involvement with decision-makers at all levels to garner support; monitoring of opposition and collaborating efforts to neutralize challenges and seeking out and aiding in obtaining funding opportunities.

The consultant will interact with the City staff to assist and identify projects and issues, such as grants and funding sources for various projects to position support for economic development projects. The firm will provide monthly reports to administration on its activities on behalf of the City.

Nine (9) proposal responses were received and reviewed by an evaluation committee. Four (4) firms were shortlisted and interviews were conducted. References and other information sources were contacted in an effort to obtain additional information regarding the firms experience, background and performance data. Based on the information received, the evaluation committee unanimously selected Midwest Strategy Group, providing best value to the City based on depth of relationships and experience in the legislative and public arena which was supported by several positive references, commitment and qualifications of its staff, communication materials, and cost proposal. The firm has worked for other governmental entities and with its affiliations will have the ability to assist Rochester Hills with local and state relations to supports its efforts in implementing an effective and strategic agenda.

PROCESS:

Vendor Name and Address:

Midwest Strategy Group of Michigan
101 S. Washington Square
Suite 620
Lansing, MI 48933

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2017 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	171.801000	Mayor's Office / Professional Services	\$60,000	\$54,000	\$6,000

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a contract/blanket purchase order to Midwest Strategy Group of Michigan, Lansing, Michigan for governmental representation and consulting services in the amount not-to-exceed \$54,000 through November 30, 2017.

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