



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2021-0357

TO: Mayor and City Council Members

FROM: Allan E. Schneck, P.E., Director of Public Services
Scott Cope, Director of Building, Ordinance & Facilities

DATE: September 13, 2021

SUBJECT: Borden Park Parking Lot Reconstruction, City File No. E22-004

REQUEST:

City Council is requested to approve a blanket purchase order/contract for design engineering services for the Borden Park Parking Lot Reconstruction Project to Nowak & Fraus Engineers (NFE) of Pontiac, Michigan in the amount not-to-exceed of \$110,472.00 and further authorizes the Mayor to execute the contract on behalf of the City.

REASON FOR PURCHASE:

The Borden Park Parking Lot reconstruction project is in the approved Capital Improvement Plan (CIP) and the project funding is identified in the City Council 2022 budget. To prepare for the reconstruction in 2022, the next step is to proceed with the Preliminary Engineering (PE) for the project. The scope of services for the PE phase will prepare the detailed engineering construction plans, specifications and engineering estimate for bidding the project.

Nowak & Fraus Engineers (NFE) is one of the City's on-call professional engineering firms and is recommended to be utilized for these services on this project. The attached proposal from NFE outlines the necessary work to prepare the engineering construction documents for future (February 2022) bidding of the reconstruction of the Borden Park Parking Lot.

PROCESS:

Vendor Name and Address:

Nowak & Fraus Engineers
46777 Woodward Avenue
Pontiac, MI 48342

Reason for Selection:

Quality Based Selection

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funding is available in the Proposed FY 2022 Budget. If approved by City Council, a 3rd Quarter Budget Amendment will be prepared to bring forward the funding from the 2022 Budget to the 2021 Budget.

Fund Name	Department Account No	Account No. Description	2022 Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land - Improvements	\$150,000.00	\$110,472.00	\$39,528.00

RECOMMENDATION:

The Department of Public Services recommends that the City Council approves the proposal for design engineering services for the Borden Park Parking Lot Reconstruction Project in the not-to-exceed amount of \$110,472.00 and authorizes the Mayor to execute a contract on behalf of the City.

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

Attachment(s): NFE PE Proposal