



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: 2019-0399

**TO:** Mayor and City Council Members

**FROM:** Allan Schneck, P.E., Director Department of Public Services

**DATE:** September 9, 2019

**SUBJECT:** City's Master Transportation Plan – City File No. E19-004

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for the City's Master Transportation Plan to MKSK, Inc., Detroit, Michigan in the amount not-to-exceed \$168,796.00 and authorizes the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

The City issued Request for Proposals utilizing the MITN system, receiving three (3) proposal responses. A committee comprised of staff from the City's Engineering and Planning department reviewed the proposal responses and determined that MKSK, Inc., provided the best value proposal and subsequently requested an interview in order to obtain further clarifications on their proposal response and ask questions of the proposed team to work with the City on this project. At the conclusion of this interview the committee determined that MKSK, Inc., offers the best value to the City based on their experience, capacity, work approach, and best value cost proposal.

**PROCESS:**

**Vendor Name and Address:**

MKSK, Inc.  
4219 Woodward Avenue  
Detroit, MI 48201

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Partial funding is included in the FY 2019 Adopted Budget in the Major Road Fund.

If approved by City Council, a 3<sup>rd</sup> Quarter Budget Amendment shall be presented to increase the Major Road Fund / Administration / Professional Services account by +\$20,000. Offsetting funding will be drawn from the Major Road Fund / Preservation cost center which is well under budget through the month of August 2019.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road Fund	492.801000	MR Administration / Professional Services	\$125,000	\$143,796	(\$18,796)
Pathway Maintenance Fund	214.801000	Professional Services	\$25,000	\$25,000	\$0
<b>GRAND TOTAL</b>			<b>\$150,000</b>	<b>\$168,796</b>	<b>(\$18,796)</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for the City's Master Transportation Plan to MKSK, Inc., Detroit, Michigan in the amount not-to-exceed \$168,796.00 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