



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)

---

Legislative File No: 2023-0403 Version 2

**TO:** Mayor and City Council Members

**FROM:** Mike Viazanko, Director Building/Ordinance/Facilities

**DATE:** July 29, 2024

**SUBJECT:** Architectural and Engineering Services for Department of Public Services Garage Improvements

---

**REQUEST:**

City Council is requested to authorize an increase to the blanket purchase order/contract for architectural and engineering services for improvements to the Department of Public Services Garage building that include HVAC Improvements, an analysis of the existing generator for load capacity and replacement of transfer switch, and installation of a new oil interceptor to DLZ Michigan, Inc., Waterford, Michigan in the amount of \$18,500.00 for a new not-to-exceed amount of \$153,500.00 and further authorizes the Procurement Manager to execute an amendment on behalf of the City.

**REASON FOR PURCHASE:**

At their August 28, 2023 meeting, City Council authorized a contract for DLZ Michigan, LLC., to perform architectural and engineering services related to several building improvements at the Department of Public Services Building. The projects at the DPS Garage are needed to improve building operations and working conditions for the employees located in this building. This project is addressing many issues occurring in the building. When the City brought this item forward to City Council, we had initially thought and had recommended we bundle the project together and take advantage of the cost savings as proposed in the agreement from DLZ in order to save costs and complete the project in a timelier manner, however as we have moved through this project and have ran into many unanticipated situations (oil interceptor was more difficult to evaluate, and additional services to camera the system were required, a load test was required for the generator, etc.) and it is going to be more advantageous to separate these projects, and due to all these conditions and circumstances the request for an increase is needed in order to complete the designs and specifications to bid the necessary repairs and improvements.

**PROCESS:**

**Vendor Name and Address:**

DLZ Michigan LLC  
4494 Elizabeth Lake Road  
Waterford Township, MI 48328

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2024 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
W&S Capital	593.976000	DPS Garage HVAC, MAU, Energy Mgmt	\$631,110	\$100,610	\$530,500
W&S Capital	593.976000	DPS Garage Oil Interceptor	\$307,750	\$9,250	\$298,500
Facilities	631.929000	DPS Garage CO2 Sensors	\$381,830	\$16,530	\$365,300
Facilities	631.929000	DPS Garage Generator Transfer Switch Repair	\$66,710	\$27,110	\$39,600
<b>Total</b>			<b>\$1,387,400</b>	<b>\$153,500</b>	<b>\$1,233,900</b>

**RECOMMENDATION:**

It is recommended that City Council authorize an increase to the blanket purchase order/contract for architectural and engineering services for improvements to the Department of Public Services Garage building that include HVAC Improvements, an analysis of the existing generator for load capacity and replacement of transfer switch, and installation of a new oil interceptor to DLZ Michigan, Inc., Waterford, Michigan in the amount of \$18,500.00 for a new not-to-exceed amount of \$153,500.00 and further authorizes the Procurement Manager to execute an amendment on behalf of the City.

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