



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2012-0116

**TO:** Mayor and City Council Members

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

**DATE:** April 23, 2012

**SUBJECT:** Proposed DPS Salt Storage Facility (City File No. E10-021; CIP No. FA-04C)  
Proposed Cold Storage Building Conversion (CIP No. FA-04B)

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**REQUEST:**

City Council is asked to approve the contract between the City of Rochester Hills and Orchard, Hiltz & McCliment, Inc. (OHM) for engineering and architectural design services for a proposed salt storage structure and cold storage conversion building rehabilitation in an amount not to exceed \$,62,500.00.

**REASON FOR PURCHASE:**

The original campus plan for the Department of Public Services property at 511 East Auburn Road included the construction of a salt storage facility. The plan also proposed to demolish a portion of the older DPS building and utilize the remainder of the building for cold storage of materials. Both of these projects were removed from the proposal for the new employee and equipment services building at the May 17, 2006 council meeting.

The salt storage building (Capital Improvement Project FA-04C) was included in the 2010 budget and has been since carried over into 2012. The Old DPS Building Conversion to Cold Storage project (CIP Project FA-04B) is currently shown in the CIP as a 2014 project.

DPS would like to combine these two projects and move forward with the design. After reviewing design proposals for the project, OHM was selected and contracted to prepare a preliminary scoping report on May 25, 2011 for \$10,000.00. The attached OHM draft report dated February 23, 2011 (actually should be dated February 23, 2012) is enclosed. Subsequent to the initial \$10,000.00 approved by the Mayor, an additional \$1,500.00 was approved to the budget. City Council approval of the \$51,000.00 request will increase the total purchase order for the design services to \$62,500.00 which should be sufficient to take the salt storage and cold storage conversion projects through the project bidding phase.

DPS/Engineering staff met with the City Planning Commission on March 6, 2012 to introduce the proposed project and request any comments or suggestions to incorporate into a future site plan. The PowerPoint slideshow that was reviewed with the Planning Commission is enclosed.

The next step forward is to contract with OHM to complete detailed design documents to take the proposed projects to the bidding stage. DPS/Engineering will then meet with the Planning Commission to formally obtain site plan approval prior to bidding the project. After bids are received, the DPS/Engineering staff will meet with Council to request award of the construction contract.

**PROCESS:**

**Vendor Name and Address:**

Orchard, Hiltz & McCliment, Inc.  
3400 Plymouth Road  
Livonia, Michigan 48150

**Reason for Selection:**

Quality Based Selection Process

**Method of Purchase:**

Contract  
Blanket Purchase Order

**BUDGET:**

The salt storage project FA-04C was originally adopted in the 2010 City budget and \$440,000.00 has since been carried over to the 2012 budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Water & Sewer Capital Fund	593.975000	Building	\$440,000	\$51,000*	\$389,000

\*There has been \$11,500 already committed for the preliminary engineering report preparation prior to the current \$51,000 request for a total amount not to exceed \$62,500.00.

**RECOMMENDATION:**

The Department of Public Services recommends that City Council award a contract for engineering design services to Orchard, Hiltz & McCliment, Inc. in the amount of \$51,000.00 for completion of engineering and architectural design services for the proposed salt storage facility and cold storage building conversion at the city-owned property on 511 E. Auburn Road for a total amount not to exceed \$62,500.00.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		

Attachment(s): Rochester Hills Salt Storage Council Version.ppt  
120213\_Rochester Hills Salt Storage Facility Study[1].pdf