



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: 2023-0293

**TO:** Mayor and City Council Members  
**FROM:** Bill Fritz, P.E., Director Department of Public Services  
**DATE:** June 19, 2023  
**SUBJECT:** Cross Connection Program Management Services

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**REQUEST:**

City Council is requested to authorize the issuance of a blanket purchase order/contract for cross connection program management services to HydroCorp, Troy, Michigan in the amount not-to-exceed \$360,000.00 through June 30, 2026 and further authorizes the Mayor to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

The Michigan Safe Drinking Water Act requires water utilities to have comprehensive cross connection control programs for elimination and prevention of all cross connections. The City issued a Request for Proposal utilizing the MITN system and only one (1) response was received. The Purchasing Division conducted research to determine if there were other companies that could provide these services and found that HydroCorp was the company that was providing this service to most municipalities in our area and it was difficult to find any other company that performs these types of services in Michigan. Having someone close in distance to be able to perform the work is important aspect of this contract for the services required. We have been utilizing HydroCorp for these services over the past few years for these services and have been satisfied with the services received. Award is recommended to HydroCorp as the best value provider for the City.

**PROCESS:**

**Vendor Name and Address:**

HydroCorp  
5700 Crooks Road  
Suite 100  
Troy, MI 48098

**Reason for Selection:**

Best Value

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2023 Adopted Budget

Fund Name	Department Account No	Account No. Description	3-year Budget Amount	3-year Cost	Remaining Budget
Water	530.801000	Professional Services	\$360,000	\$360,000	\$0

**RECOMMENDATION:**

It is recommended that City Council authorize the issuance of a blanket purchase order/contract for cross connection program management services to HydroCorp, Troy, Michigan in the amount not-to-exceed \$360,000.00 through June 30, 2026 and further authorizes the Mayor to execute an agreement 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