



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2025-0023

TO: Mayor and City Council Members

FROM: Sara Roediger, Director Planning and Economic Development
Ken Elwert, CPRE, Director Parks and Natural Resources

DATE: January 27, 2025

SUBJECT: Construction Engineering Services for the Gateway and Park Signage Project

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for construction engineering services for the Gateway and Park Signage Project to Orchard, Hiltz, and McCliment (OHM), Auburn Hills, Michigan in the amount not-to-exceed \$75,000.00 and further authorize the Procurement Manager to execute an agreement on behalf of the City.

REASON FOR PURCHASE:

To ensure the success of the City's Gateway and Park Signage Project, we implemented a comprehensive, multi-phase approach. Initially, the Planning Commission and City Council unanimously approved a Gateways and Streetscape Master Plan, establishing a clear vision for the project. Following this approval, City Council authorized a design services agreement with OHM. With the project now ready for construction, we recommend retaining OHM to provide construction engineering services. Their continued involvement leverages their expertise and in-depth understanding of the Master Plan and design concepts, ensuring design intent is met and providing efficient project management throughout the construction phase.

PROCESS:

Vendor Name and Address:

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150

Reason for Selection:

Quality Based

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding was included in the FY 2024 Adopted Budget.

If approved by City Council, a FY 2025 1st Quarter Budget Amendment will be presented to carryover the funding from FY 2024.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.977000	Citywide Gateway & Streetscape & Parks Signs	\$75,000	\$75,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for construction engineering services for the Gateway and Park Signage Project to Orchard, Hiltz, and McCliment (OHM), Auburn Hills, Michigan in the amount not-to-exceed \$75,000.00 and further authorize the Procurement Manager 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