



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: 2025-0371

**TO:** Mayor and City Council Members

**FROM:** Ken Elwert, CPRE, Director Parks and Natural Resources  
Dennis Andrews, CPRP, Deputy PNR Director

**DATE:** September 8, 2025

**SUBJECT:** Spencer Park Dock Expansion and New Kayak Launch

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**REQUEST:**

City Council is requested to authorize a blanket purchase order/contract for the Spencer Park Dock Expansion and New Kayak Launch in the amount of \$1,267,245.00 with a 5% project contingency in the amount of \$63,362.25 for a total not-to-exceed project amount of \$1,330,607.25 to Warren Contractors & Development, Inc., Shelby Township, Michigan and further authorizes the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

This construction project combines the renovation of an existing amenity with the installation of a new one at Spencer Park. The reconstruction of the boathouse dock and fishing pier will address aging decking that is no longer easily maintainable and has reached the end of its useful life. Planned improvements include expanding the fishing pier, rebuilding walkways and access points to the dock, adding landscape plantings and retaining walls, and completing site restoration.

As part of the Parks and Natural Resources (PNR) Master Plan implementation in 2023, extensive public input was gathered on the redevelopment of Spencer Park. Concept plans were then prepared based on this feedback, staff recommendations, and further input received at the 2024 Joint Planning Commission and City Council meeting. A priority identified in that process was the installation of a public kayak launch. This project will deliver on that goal with the addition of a new ADA-compliant kayak launch on the south end of Spencer Park, providing direct access to Carter Lake. Both the dock renovation and public kayak launch are projected to be completed before Summer 2026.

The City issued bids for the construction of the Spencer Park Dock Expansion and New Kayak Launch utilizing the MITN system. Four bids were received; however, two bids received did not meet the requirements of the bid and were deemed non-responsible. Of the remaining bid responses received, Warren Contractors & Development, Inc., was the lowest, responsive, responsible bidder and is recommended for award.

**PROCESS:**

**Vendor Name and Address:**

Warren Contractors & Development, Inc.  
14979 Technology Drive  
Shelby Township, MI 48315

**Reason for Selection:**

Lowest, Responsive, Responsible Bidder

**Method of Purchase:**

Contract/Blanket Purchase Order

**BUDGET:**

Partial Funding for this project is included in the FY 2025 Adopted Budget.

Funding is also remaining in:

- The Borden Park Batting Cages Project [2024-0429] fully complete. Project has come in +\$60,000 under budget.
- The Spencer Park and Avondale Park Parking Lot Reconstruction and Improvements Project [2024-0169], anticipated to be fully completed this year. Anticipated to be completed under budget, and not anticipated to require any of the 10% project contingency in the amount of +\$509,137.

If approved by City Council, the Fiscal Division will bring forth a 3<sup>rd</sup> Quarter Budget Amendment to reallocate (\$60,000) from the Borden Park Batting Cages Project, as well as (\$296,000) from the unspent and unneeded Spencer Park and Avondale Park Parking Lot Reconstruction Project contingency for net grand total of +\$356,000 reallocated towards the Spencer Park Dock Expansion and New Kayak Launch Project. This will allow for no net funding to be required from Fund Balance

This will continue to leave +\$213,137 remaining in the Spencer Park and Avondale Park Parking Lot Reconstruction Project contingency budget for the Construction Engineering phase.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities Fund	631.974000	Land Improvement	\$975,000.00	\$1,330,607.25	(\$355,607.25)
		Total	\$975,000.00	\$1,330,607.25	(\$355,607.25)

**RECOMMENDATION:**

It is recommended City Council is requested to authorize a blanket purchase order/contract for the Spencer Park Dock Expansion and New Kayak Launch \$1,267,245.00 with a 5% project contingency in the amount of \$63,362.25 for a total not-to-exceed project amount of \$1,330,607.25 to Warren Contractors & Development, Inc., Shelby Township, Michigan and further 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: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney

☐ Yes☒ N/A