



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: 2023-0077 Version 2

TO: Mayor and City Council Members

FROM: Sara Roediger, Planning and Economic Development Director

DATE: March 3, 2025

SUBJECT: Increase to Wetland and Environmental Consulting Services Blanket/Contract

REQUEST:

It is requested that City Council authorize an increase to the blanket purchase order/contract to ASTI Environmental, Brighton, Michigan for Wetland and Environmental Consulting Services in the amount of \$50,000.00 for a new not-to-exceed amount of \$148,200.00 and authorize a contract extension through June 30, 2025 and further authorizes the Procurement Manager to execute the amendment on behalf of the City.

REASON FOR PURCHASE:

The on-call environmental services consultant assist the City on an as-needed basis for various assignments including, but not limited to, review and permitting for City infrastructure projects and plan review of commercial, industrial and residential site developments and brownfields.

An increase to the blanket is requested due to an increase in services the City has needed, and anticipated future services that will be needed from ASTI through the remainder of their contract. Some of the unanticipated services the City required included environmental assessments for properties the City has obtained, asbestos surveys for various City projects in order to perform demolitions of the building structures, varying projects through the Parks Department where wetland determinations and assistance with EGLE was needed.

An extension of the contract is also requested to allow the Procurement Department additional time to finish the solicitation process for the new agreement for Wetland and Environmental Consulting Services. The City has exercised all the renewal options of the current agreement, and per our policies and procedures has issued a Request for Proposal for a new contract term and is currently working through that process and is requesting the extension to allow time to get through the process.

PROCESS:

Vendor Name and Address:

ASTI Environmental
10448 Citation Drive, Suite 100
Brighton, MI 48116

Reason for Selection:

Best Value; Most Qualified

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding was included in the FY 2023 & 2024 Adopted Budgets. Funding is also included in the FY 2025 Adopted Budget.

Fund Name	Department Account No	Account No. Description	2-Year Budget Amount	2-Year Cost	Remaining Budget
General Fund	401.808006	Consultant: Wetland / Environmental	\$80,000	\$80,000	\$0
Major Road	452.801000	Professional Services	\$5,000	\$5,000	\$0
Water Resources	244.801000	Professional Services	\$9,200	\$9,200	\$0
Green Space	299.801000	Professional Services	\$20,000	\$20,000	\$0
Sewer	510.801000	Professional Services	\$2,000	\$2,000	\$0
Water	530.801000	Professional Services	\$2,000	\$2,000	\$0
Facilities	631.801000	Professional Services	\$30,000	\$30,000	\$0
		Total	\$148,200	\$148,200	\$0

RECOMMENDATION:

It is recommended that City Council authorize an increase to the blanket purchase order/contract to ASTI Environmental, Brighton, Michigan for Wetland and Environmental Consulting Services in the amount of \$50,000.00 for a new not-to-exceed amount of \$148,200.00 and authorize a contract extension through June 30, 2025 and further authorizes the Procurement Manager to execute the 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