



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: 2025-0022 Version 2

**TO:** Mayor and City Council Members

**FROM:** Sara Roediger, Director Planning and Economic Development  
Chris McLeod, Planning Manager, Planning and Economic Development  
Ken Elwert, Director Parks and Natural Resources  
Dennis Andrews, Deputy Director Parks and Natural Resources

**DATE:** June 23, 2025

**SUBJECT:** Scope Amendment for the Gateway and Park Signage Project

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**REQUEST:**

City Council is requested to approve an amendment to the Gateway and Park Signage Project to allow for the construction of the Nowicki Park Entrance Sign in place of the planned Bloomer Park Entrance sign.

**REASON FOR PURCHASE:**

City Council at their January 27, 2025 authorized the award of the Gateway and Park Signage Project. As part of that request, the City indicated that due to information we had at that time, Nowicki Park would be part of a request in 2026 for fabrication and installation because of unique characteristics and partnership opportunities that may be involved in these signs. The focus of this partnership has now switch from Nowicki Park to Bloomer Park, potentially impacting future signage at Bloomer Park. The impact for this change is cost neutral, as the sign planned for both parks was the same it was just a matter of being able to change the name on the sign from Bloomer to Nowicki.

The City is bringing this scope change forward to City Council for approval to ensure complete transparency and clarity regarding the project's progression. This proactive communication aims to avoid any potential confusion when the remaining signs are presented for future approval. This modification will help maintain project momentum and ensure the most effective and efficient deployment of the City's Gateway and Park Signage, all while remaining within the established financial parameters.

**PROCESS:**

**Vendor Name and Address:**

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

**Reason for Selection:**

Best Value

**Method of Purchase:**

Contract/Blanket Purchase Order

**RECOMMENDATION:**

It is recommended that City Council authorize an amendment to the Gateway and Park Signage Project scope, specifically to include the Nowicki Park sign within the current scope in lieu of the Bloomer Park signs and subsequently reallocate the Bloomer Park signs to the 2026 phase, with no change to the previously approved project budget of \$1,428,884.60. Furthermore, it is recommended that City Council authorize the Procurement Manager to execute the necessary contract addendums with Warren Contractors & Development, Inc. to reflect this scope revision.

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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