



innovative *by* nature

Bryan K. Barnett
Mayor

December 14, 2023

City Council

Carol Morlan
District 1

David J. Blair
District 2

Jason Carlock
District 3

Ryan J. Deel
District 4

Theresa Mungoli
At-Large

Marvie Neubauer
At-Large

David Walker
At-Large

Mr. Edward Wenz
CTI Contractor Services, LLC
8756 Trenton Drive
White Lake, MI 48386

Re: Request for Proposal (RFP) for Job Order Contracting, RFP-RH-23-034, Notice of Intent to Award

Dear Mr. Wenz:

It is my pleasure to inform you that CTI Contractor Services, LLC is recommended to receive an award for Job Order Contracting for both General Construction and Mechanical, Electrical and Plumbing from RFP-RH-23-034 for the City of Rochester Hills, pending receipt of the following documents:

- Insurance Certificate in the amounts specified in the RFP, including the required endorsements from PA 271.
- Completed W-9

Also attached is the contract agreement which needs to be reviewed, signed and returned to my attention. Please leave the date field on page one blank as the Mayor will complete when he countersigns the agreement to execute the new contract.

Lastly, is the requirement for an on-boarding meeting with the City, Gordian, OMNIA Partners and your firm for introductions, discuss the contract, expectations, and goals to make this successful relationship. The meeting will take place sometime in January 2024 and once dates and times are available, notification will be sent to your attention.

Thank you for your cooperation in this regard. If you have any questions, please call me at 248.841.2538.

Sincerely,

Keri J. Bright,
Senior Procurement Analyst

Enclosure – Contract
Insurance Requirements