



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: 2022-0129

TO: Mayor and City Council Members

FROM: Allan E. Schneck, P.E., Director of Public Services

DATE: March 21, 2022

SUBJECT: Waterview Drive Reconstruction and Leach Road Sidewalk Project, CIP MR-60
Construction Engineering Services, City File No. E21-012

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for construction engineering (CE) services for the Waterview Drive Reconstruction and Leach Road Sidewalk Project to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan in a not-to-exceed amount of \$281,700.20.

REASON FOR PURCHASE:

The Department of Public Services recently received bids for the Waterview Drive Reconstruction and Leach Road Sidewalk Project. Based on the 2022 department workload, the Department of Public Services has determined an engineering consultant should supplement the construction engineering services.

Staff recommends Hubbell, Roth & Clark, Inc. to provide the construction engineering services to the City. The attached proposal describes the scope of services included for the construction engineering services to complete the work.

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc.
555 Hulet Drive
Bloomfield Hills, MI 48302-0360

Reason for Selection:

Quality Based Selection

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Partial Funding is included in the FY 2022 Adopted Budget.

Funding for this project is transferred-in to the Major Road Fund (202) from the Local Development Finance Authority (LDFA) Fund (848), as the proposed project is located within the LDFA District.

If approved by City Council, Fiscal shall prepare a FY 2022 2nd Quarter Budget Amendment to transfer-in an additional +\$282,000 from the LDFA Fund (848) to the Major Road Fund (202) for this project.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road Fund	452.970000	MR-60: Waterview Dr. Reconstruction	\$.00	\$281,700.20	(\$281,700.20)

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for preliminary engineering (PE) services for the Waterview Drive Reconstruction and Leach Road Sidewalk Project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$281,700.20 and further authorize the Mayor to execute the contract on behalf of the City.

Attachment(s): 20220309_Waterview_CE_ProposalLtr_Complete.pdf

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A