



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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www.rochesterhills.org

Legislative File No: 2013-0111 Version 3

TO: Mayor and City Council Members
FROM: Mike Hartner, Director of Parks & Forestry Department
DATE: April 7, 2014
SUBJECT: Riverbend Park Project Development – Engineering and Environmental Services

REQUEST:

City Council is requested to increase the blanket purchase order for Engineering and Environmental Services for Riverbend Park Project Development to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$30,380.30 for a new not-to-exceed amount of \$90,950.30 through December 31, 2014.

REASON FOR PURCHASE:

Hubbell, Roth & Clark, Inc. with project partners, Landscape Architects and Planners and Niswander Environmental, Inc., have completed Phase 1-A and Phase 1-B.

Phase 1-A tasks included an initial site investigation and collaborative analysis, early concept designs, and a project meeting with the Michigan Department of Environmental Quality (MDEQ). Also related to Phase 1-A and being requested for funding is additional Environmental Consultant services needed to complete Phase 1-A in the amount of \$8,080.30. Phase 1-B tasks included completion of initial site evaluation, concept development, estimate of costs, schedule and phasing requirements suitable to include the project in the City's Parks and Master Recreation Master Plan, and issuance of a Basis of Design report for the entire project.

The next phase (1-C) of the project will include pathway construction drawings, MDEQ Joint Permit Application (JPA), site visits, and follow-up in the amount of \$22,300.

Hubbell, Roth & Clark, Inc. is one of three engineering firms selected through a Request for Proposals process. The firm, together with its projects partners, is qualified to provide the professional efforts required for the development of Riverbend Park meeting the goals and objectives of the City.

Phase:	Cost:	Description:
Phase 1-A	\$17,070.00	Initial site investigation, early concept design
Phase 1-B	\$43,500.00	Concept development, Basis of Design report
Phase 1-A **	\$8,080.30	Additional Environmental Services to complete 1-A
Phase 1-C **	\$22,300.00	Pathway Construction drawings, site visits, follow-up
TOTAL CITY SHARE	\$90,950.30	

** = Requested Amounts

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc.
 555 Hulet Drive
 PO Box 824
 Bloomfield Hills, MI 48303-0824

Reason for Selection:

Best Value and Qualifications

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funds included in FY 2014 Adopted Budget. Please note that \$5,000 of the Remaining Project Budget amount [\$9,049.70] is allocated to Geotechnical Engineering Services that will be required in the upcoming phase of this project.

Budget Year	Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
FY 2013	Facilities	631.97400 0	Land Improvement	\$57,475.69	\$57,475.6 9	\$0.00
FY 2014	Facilities	631.97400 0	Land Improvement	\$42,524.31	\$33,474.6 1	\$9,049.70
			TOTAL PROJECT	\$100,000.0 0	\$90,950.3 0	\$9,049.70

RECOMMENDATION:

It is recommended that the Rochester Hills City Council hereby authorize an increase to the blanket purchase order for Engineering and Environmental Services for Riverbend Park Project Development to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$30,380.30 for a new not-to-exceed amount of \$90,950.30 through December 31, 2014 and further authorizes the Mayor to execute a contract on behalf of the City.

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