

INDIVIDUAL PROJECT SERVICES AGREEMENT 008

Between

Orchard, Hiltz & McCliment, Inc.

and

City of Rochester Hills

Dated _____

For

PROFESSIONAL SERVICES

Project: Sheldon Road Construction Engineering Services – Placid Court to Mead Road. Project includes construction engineering, construction administration, survey layout, and construction observation for road improvements work, storm sewer installation, and the addition of pathways within the project limits.

This is an Individual Project Services Agreement to the Professional Engineering Services Agreement dated May 25, 2011 between the City of Rochester Hills (CITY) and Orchard, Hiltz & McCliment, Inc. (CONSULTANT).

ATTACHMENT A - SCOPE OF SERVICES

CONSULTANT will perform the services described in Attachment A, attached as Exhibit 1.

ATTACHMENT B - PERIOD OF SERVICE

Services shall be provided in a timely manner and in accordance with Attachment B, attached as Exhibit 1.

ATTACHMENT C - COMPENSATION AND PAYMENT

CONSULTANT shall be compensated for services described in Attachment C, attached as Exhibit 1, in the amount of \$93,100.

This document, including attached Exhibits, shall not be amended, altered or changed, except by written authorization executed by both parties.

CITY OF ROCHESTER HILLS

BY: _____

Bryan K. Barnett, Mayor

In the presence of

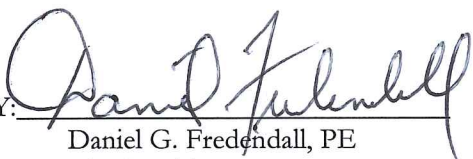
BY: _____

Tina Barton, Clerk

In the presence of

ORCHARD, HILTZ & MCCLIMENT, INC.

BY: _____


Daniel G. Fredendall, PE
Vice President



In the presence of

CITY OF ROCHESTER HILLS
INDIVIDUAL PROJECT SERVICES AGREEMENT

EXHIBIT 1

SCOPE OF SERVICES**CITY OF ROCHESTER HILLS****SHELDON ROAD CONSTRUCTION ENGINEERING SERVICES****Construction Phase Services**

1. **Contract Administration Services** shall consist of the preparation of monthly pay estimates based on quantities provided with the inspector daily reports to meet CITY/MDOT deadlines for payment purposes. Field Manager software shall be used to track pay estimates and project pay quantities, materials used and testing results. Information tracked will be used in the resolution of claims and/or contract document interpretation along with reviews of project schedules to monitor compliance with deadlines. These services shall also include project closeout, consisting of final pay estimate preparation, obtaining closeout documents required from the contractor and a balancing change order reflecting all increases, decreases, credits and/or extras to the contract. In addition, the CONSULTANT will make trips to the project site to observe the work and progress to aid in determining if the contractor's work is proceeding in general accordance with the contract documents.
2. **Stakeout Services** during the construction phase shall consist of the required staking for line and elevation of specific contract items such as storm sewer layout, road grading, curb and gutter layout, and pathway layout. Staking will be placed at the required intervals to layout the work and will include the top of curb grade only. Offsets will be discussed with the contractor.
3. **Inspection Services** shall consist of inspection of the work progress by the contractor(s) on days when work is performed. Daily field reports (IDRs) will be prepared documenting pay item quantities and the general work progress for the day. Checking line and grade for compliance with the survey stakes will also be provided as part of the CONSULTANT'S regular services. The CONSULTANT will answer residents' questions and attempt to resolve complaints on a daily basis, which may arise during the course of construction. The CONSULTANT will also interact with the contractor's supervisory personnel to notify them when work is unacceptable and in need of correction, or removal and replacement of specific work elements if the situation warrants.

Any soil erosion control placed will be reviewed on a weekly basis or as needed to maintain appropriate soil erosion control over this work and meet the approval of MDEQ. A project status report will be completed at each review identifying the status of the soil erosion control measures and what direction was given to the CONSULTANT project engineer or contractor.

4. **Construction Engineering Services** shall consist of the supervision of the construction inspection staff to provide appropriate project staffing and project documentation, shop drawing review, resolution of construction issues/problems which may arise, review and recommendations to the CITY regarding claims from the contractor(s) including preparation of change orders if required, prompt complaint resolution, review of project progress for compliance with approved schedule and recommendations to the CITY'S Project Manager for penalties and/or changes in the time of completion of projects. CONSULTANT shall coordinate the efforts of the materials testing by others and review materials testing reports to check for compliance with contract documents and make appropriate recommendations (when needed) to the CITY'S Project Manager.
5. **Materials Testing Services** will be performed by others and this work is not included in the contract. CONSULTANT shall coordinate efforts with the materials testing company.



PROJECT SCHEDULE
CITY OF ROCHESTER HILLS
SHELDON ROAD CONSTRUCTION ENGINEERING SERVICES

Consultant project services will commence upon the City's bid letting of June 3, 2014 and extend through December 30, 2014.



PAYMENTS TO CONSULTANT

CITY OF ROCHESTER HILLS

SHELDON ROAD CONSTRUCTION ENGINEERING SERVICES

Construction Engineering Services

The CITY agrees to pay the CONSULTANT on an hourly basis, billed monthly, a not-to-exceed amount of ninety-three thousand one hundred dollars and zero cents (\$93,100.00).