

City of Rochester Hills, MI Planning Consulting Services RFP-RH-21-061	Beckett & Raeder, Inc. 535 W. William Street, Suite 101 Ann Arbor, MI 48103	Giffels Webster 1025 East Maple, Suite 100 Birmingham, MI 48009	Community Image Builders (CIB Planning) 17195 Silver Parkway, #309 Fenton, MI 48430	Spalding DeDecker 905 E. South Blvd. Rochester Hills, MI 48307
Type of organization:	Corporation	Corporation	Partnership	Corporation
Firm established:	1966	1952	2011	1954
Years in Business	55	69	9	67
Years providing the services requested in RFP? Provide historical narrative.	Was formed in 1966 as a partnership between landscape architects John Beckett and Paul Raedar. Firm provided Landscape Architecture to residential clients until 1971, when its commission created the Master Landscape Plan for University of Michigan Medical Center. The medical center became the first of 60 projects for the University. Through the 80s public clients became the mainstay. In 1983 firm's services were broadened to civil engineering.	Michigan based company. Primary business revolves around the natural resources, land and water, along with infrastructure that is necessary to effectively utilize these resources for human needs. Can provide the appropriate planning, engineering, surveying and related consulting services.	As a firm they have been providing services for nine years. Individually the professionals have over 90 years of combined professional experience in their fields. CIB Planning's founder has over 39 years of municipal and private client experience in planning, zoning, economic development, and community development in the Midwest and East Coast.	Tricia DeMarco joined Spalding DeDecker a year ago to add planning services to the firm. Planning department has been growing and has taken on development projects in the City of Detroit. They have been developing reports, interpreting and applying standards from City Codes and ordinance, conducting research and analysis, working with landscape architects, reviewing and summarizing findings of plans, elevations, and additional material for over 67 years.
How many public sector clients has your company represented? Please provide list.	List provided	64 Public sector clients. List provided.	34 public sector clients. List provided.	More than 3,000 private and public clients/ Currently services 13 municipalities. List provided.
Provide a list of current clients serviced by your company.	List provided	List provided.	List provided.	List provided.
Provide a list of clients your firm has served for the past three (3) years.	List provided	List provided	List provided.	List provided.
Full-Time employees employed by your company?	23	93	6	102
Part-Time employees employed by your company?	2	N/A	1	2
Total number of planners your company employs?	8	8	6	2
AICP Certified planners employed?	4	4	2	2
Any certifications your firm is currently maintaining?	List of certifications provided on page 10. A few listed are: Michigan Economic Development Association Certified Economic Development Professional Certified Stormwater Operator Housing Development Finance Professional	Giffels Webster has been selected to join the ESRI partner network and is now certified as a Silver Tier Partner. The ESRI partner network is a worldwide community of companies that develop and deliver cutting-edge geospatial solutions and services based on ESRI technology.	CNU-A AICP	N/A
Describe any additional services your firm provides not requested in the Request for Proposals.		Traffic Engineering, Landscape Architecture, Geographic Information Systems (GIS), Surveying.	Strategic housing planning services, their proprietary development planning service called BuildMIPlace which assist municipalities to develop city owned property through five phases. Strategic economic development, marketing and branding.	Surveying, Engineering Design, Construction of Local and Major Roads, Water Supply Systems, Storm Drainage Systems, Waste Water Disposal Services, Pathways, MS4 Regulatory Compliance, Environmental Analysis, Wetland Delineation Services, Pavement Mgmt., Roof Consulting.
Cost Proposal	Cost Proposal	Cost Proposal	Cost Proposal	Cost Proposal
Staff Category	Staff Category and Hourly Rate	Staff Category and Hourly Rate	Staff Category and Hourly Rate	Staff Category and Hourly Rate
	Principal \$145.00	Staff Planner - \$90 per hour	President \$150.00	Project Executive/Lead Planner \$175.10
	Senior Associate \$135.00	Associate Planner - \$95 per hour	Vice President \$136.00	Senior Project Manager \$164.80
	Sr. Project Mgr., Sr. Professional Eng. \$130.00	Senior Planner - \$100 per hour	Director \$132.00	Senior Planner \$150.00
	Associate \$125.00	Principal Planner - \$110 per hour	Manager \$129.00	Project Engineer \$128.75
	Sr. Project Professional/Landscape/Architect/ Planner \$120.00	Partner - \$120 per hour	Planner I \$76.00	Project Manager \$154.50
	Project Manager, Professional Engineer \$120.00			Graduate Engineer \$100.94
	Senior GIS Specialist \$110.00			Two Person Survey Crew \$175.10
	Project Engineer (EIT) \$105.00			Senior Designer \$118.45
	Senior Project Site Rep. \$100.00			
	Project Professional/Landscape Architect/Planner \$100.00			
	GIS Technician \$90.00			
	Clerical \$65.00			
Subcontracted Categories (Identify) Hourly Rates		Hourly Rates	Hourly Rates	Hourly Rates
			Landscape Architect V, Principal \$200.00	Senior Landscape Architect \$150.00
			Landscape Architect IV \$160.00	Senior Planner \$150.00
			Planner II \$120.00	Project Landscape Architect \$122.00
Other (Identify)				
Additional Administrative Overhead for subcontracted services: %	0%	0%	0%	0%

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Percentage of increase for renewal option of this contract in all categories				
2023 (2nd contract year)	0.0%	5.0%	3.0%	3.0%
2024 (3rd contract year)	0.0%	5.0%	3.0%	3.0%
2025 (renewal year)	0.0%	5.0%	3.0%	3.0%
2026 (renewal year)	0.0%	5.0%	3.0%	3.0%
Provide list of reimbursable items and an all inclusive list of other charges and percentage of administrative overhead	Inspection Forms, Printing and duplicating, photography, postage/UPS/FedEx. Permit Application Fees, Site plan review fees, travel expenses - ALL AT COST Mileage - At current federal rate.	For flat fee projects, they typically provide an upfront flat-fee cost that is inclusive of all expenses except printing of the final document. Printing is billed at cost plus 15%. For hourly services, will bill for our of pocket expenses as follows: cost plus 15% handling. This includes purchase of data, printing, and similar charges. Mileage is paid to employees and is covered in their hourly fee.	Team's hourly rates include salaries with an overhead multiplier for costs such as equipment, professional development, insurance and benefits. Hourly rates are subject to change at the beginning of each calendar year. Travel time to meetings and time at meetings is billed on an hourly basis. Hourly rates do not include extra expenses such as copying, document reproduction, mapping or postage. These expenses are invoiced at documented cost.	Hourly rates include overhead and other reimbursable costs. Items such as clerical help, travel mileage, minor copying costs, phone calls, and miscellaneous fees will not be charged by SD. The following items are reimbursable to the extent of 110% of actual expenses: Special materials and equipment unique to the project, printing and reproductions, geotechnical engineering and/or other subcontracted services, shipping and handling.
List any exceptions to the Cost Proposal or the RFP in general	Strongly recommends assessing professional consulting fees for site plan review, special approval, and conditional uses directly to the applicant on an hourly basis.	None	None	None
What are your billing procedures?	Billed monthly based on work that is completed.	Prepares and submits invoices on a monthly basis.	Invoices will be submitted monthly for work performed during the billing period and shall be paid within (30) days of receipt of such invoice by the Client.	Prior to issuing any invoices to the City, the SD project manager will meet with the City personnel to discuss format and information requirements. Accounting system allows them to adjust invoices to meet client's needs. Typically invoices are issued monthly, but this can be adjusted as necessary. Payment is due within 30 days of date of the invoice.