

January 29, 2020

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, Michigan 48309

Attn: Ken Elwert, CPRE
Director of Parks and Forestry

Re: Innovation Hills – Kayak Landing
Proposal for Engineering Services
Construction Administration and Oversight

HRC Job No. 20170822.33

Mr. Elwert:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to offer engineering services to the City of Rochester Hills for the subject project. We propose that all items of work herein be completed under the terms and conditions of our existing Agreement for Professional Engineering Services.

The proposed construction of the Kayak Landing for Innovation Hills was bid under separate contract. The project was recommended to be awarded to WCI Contractors, Inc. in the amount of \$197,251.00. The City has requested HRC to provide construction engineering services for construction. A breakdown of our proposed services and budgeted hours are summarized below and in the following table:

1. Layout – under this task HRC will stake the concrete sidewalk, anchor structure, gangway locations one time. Should the contractor damage the staking or require additional staking due to sequencing or operations, we will seek compensation from the contractor to pay for these costs. However, the City would compensate HRC for this work then deduct or negotiate these costs from the contractor.

Estimated Hours = 16
2. Materials Testing – under this task HRC will obtain field samples and perform materials testing on fill material, sand base, and concrete using our in-house laboratory.

Estimated Hours = 24
3. Observation and Field Engineering – under this task HRC will provide on-site field observer(s) to monitor the Contractors work. Our observer will handle quantity verification at the end of each work day and prepare daily reports.

Estimated Hours = 150
4. Soil Erosion and Sedimentation Control (SESC) Inspection – under this task HRC will provide on-site inspection of SESC measures after significant rainfall events and prepare corresponding SESC reports.

Estimated Hours = 24
5. Contract Administration – under this task HRC will provide bi-weekly pay estimates. Meetings and weekly progress reports are included, as needed.

Estimated Hours = 40

Delhi Township
2101 Aurelius Rd.
Suite 2A
Holt, MI 48842
517-694-7760

Detroit
535 Griswold St.
Buhl Building, Ste 1650
Detroit, MI 48226
313-965-3330

Grand Rapids
801 Broadway NW
Suite 215
Grand Rapids, MI 49504
616-454-4286

Howell
105 W. Grand River
Howell, MI 48843
517-552-9199

Jackson
401 S. Mechanic St.
Suite B
Jackson, MI 49201
517-292-1295

Kalamazoo
834 King Highway
Suite 107
Kalamazoo, MI 49001
269-665-2005

Lansing
215 S. Washington SQ
Suite D
Lansing, MI 48933
517-292-1488

Task Description	Rate Classification & Estimated Hours					
	Survey Crew	Lab	Field Observation	SESC Inspector	Support Staff	Project Manager
	\$ 140	\$ 80	\$ 100	\$ 100	\$ 80	\$ 120
1 Layout	\$ 2,240					
2 Materials Testing		\$ 1,920				
3 Observation & Field Engineering			\$ 15,000			
4 SESC Inspection				\$ 2,400		
5 Contract Administration					\$ 1,600	\$ 2,400
TOTALS	\$ 2,240	\$ 1,920	\$ 15,000	\$ 2,400	\$ 1,600	\$ 2,400

We are proposing Mr. Roland N. Alix, P.E. as the Project Manager. Mr. Alix will be supported by various HRC staff including Construction Observers, Surveyors, and Field Engineers. Utilizing a blended rate summarized in the table above, we propose a **not-to-exceed budget of \$25,560.00** to complete the scope of this project.

Should you concur with this proposal, please sign below to serve as our authorization to proceed. If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Roland N. Alix, P.E.
Vice President

pc: Rochester Hills; L. Cummins

Recommended by:
CITY OF ROCHESTER HILLS

Ken Elwert, Parks and Forestry Director

Date: _____

Approved by:
CITY OF ROCHESTER HILLS

Bryan K. Barnett, Mayor

Date: _____