



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: 2019-0056

TO: Mayor and City Council Members
FROM: Ken Elwert, Director of Parks and Natural Resources
DATE: February 11, 2019
SUBJECT: Innovation Hills Engineering Services for Wetland Boardwalk Trail & Kayak Landing Development

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for engineering services for the design, plan and specification development of the Wetland Boardwalk Trail and Kayak Landing Development within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$34,020.00.

REASON FOR PURCHASE:

Hubbell, Roth & Clark, Inc. is one of the City's selected engineering firms that was conducted through a Request for Proposals process. HRC is qualified and the most experienced engineering firm to perform these services based on their project background to provide the profession efforts required for the needed engineering services, as well as their history with Innovation Hills since the start of its development when it was Riverbend Park.

The Wetland Boardwalk and Kayak Landing is a Land and Water Conservation Fund grant project previously committed to by City Council. Expected construction of boardwalk is fall 2019, with kayak landing expected in 2020.

PROCESS:

Vendor Name and Address:

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

Reason for Selection:

Quality Based Selection

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the 2019 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land Improvement	\$35,000	\$34,020	\$980

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for engineering services for the design, plan and specification development of the Wetland Boardwalk Trail and Kayak Landing Development within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$34,020.00.

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