

August 16, 2019

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

Attn: Mr. Ken Elwert, CPRE
Director of Parks and Forestry

Re: Innovation Hills –Woodland and Wetland Boardwalk Construction HRC Job No. 20170822.43
Proposal for Engineering Services
Construction Administration and Oversight

Dear 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 Woodland and Wetland Boardwalks for Innovation Hills was bid under separate contract. The project was recommended to be awarded to LJ Construction, Inc. in the approximate amount of \$596,125. The City has requested HRC to provide construction engineering services for construction. HRC's services would include layout and survey, part-time construction observation, and contract administration (submittal review, pay estimates, meetings with the City and contractor, shop drawing preparation, etc.). The following table provides an estimated breakdown of these tasks and costs. This proposal assumes the City will be using its existing material testing contractor to perform material testing for the pathways and other associated concrete and asphalt construction items.

	Task Description	Hours	Rate	Total
1	Layout/Survey	125	\$ 140	\$ 17,500
2	Observation	360	\$ 100	\$ 36,000
3	Contract Administration	200	\$ 120	\$ 24,000
Total				\$ 77,500

We are proposing Ms. Lynne Seymour, P.E. as the Project Manager. Ms. Seymour will be supported by various HRC staff including Construction Observers, Surveyors, and Field Engineers. We propose a not-to-exceed budget of \$77,500 to complete the scope of this project.

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

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.



Daniel W. Mitchell, P.E.
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: _____