



**City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)**

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**Legislative File No: 2007-0454**

**TO:** Mayor and City Council Members  
**FROM:** Roger Rousse, Director, Department of Public Service, 248.656.4640  
**DATE:** July 16, 2007  
**SUBJECT:** South Boulevard Pathway Improvements – City File E07-012

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**REQUEST:**

The Department of Public Service is requesting that City Council approve the Professional Service Agreement between Hubbell, Roth & Clark, Inc. and the City of Rochester Hills to provide design services for the South Boulevard Pathway Improvements Project in the not-to-exceed amount of \$56,780.00 and authorize the Mayor to execute the Contract.

**REASON FOR PURCHASE:**

Hubbell, Roth & Clark (HRC) was selected through the quality base selection process as one (1) of the four (4) firms to provide engineering services to the City of Rochester Hills. HRC submitted a proposal for services to provide preliminary engineering, final design, and assist in contract document & specification procurement for the South Boulevard Pathway Improvements, which totals approximately 3,600 feet in length at various locations between Adams and Crooks Roads. The proposal includes an estimate of time, cost for the project and a preliminary schedule.

The final design will meet the specified City of Rochester Hills Pathway Design and Americans with Disabilities Act (ADA) Standards, which may necessitate the installation of a nominal amount (up to 3' high) of manufactured stone retaining walls at isolated locations. HRC has knowledge of the Lueders Drain and wetland area just east of the Drain, which are associated with this project, and will be addressed as part of the design process, including a pedestrian crossing of the Drain.

**PROCESS:**

Hubbell, Roth & Clark, Inc.  
2001 Centerpoint Parkway, Suite 109  
Pontiac, Michigan 48341

**Reason for Selection:**

QBS  
Best Value

**Method of Purchase:**

Purchase Order  
Contract

**BUDGET:**

The design cost associated with the South Boulevard Pathway Improvements were identified in the 2007 Capital Improvement Plan (CIP) and a 2<sup>nd</sup> Quarter Budget Amendment in the amount of \$30,000 was brought forward and approved for the South Boulevard Pathway Improvements (PW-10). A 3<sup>rd</sup> Quarter Budget Amendment in the amount of \$26,780 will be forthcoming.

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Pathway (PK-10)	403.974000	Land Improvement	30,000	56,780	(26,780)

**RECOMMENDATION:**

It is recommended that City Council award the Professional Service Agreement between Hubbell, Roth & Clark, Inc. and the City of Rochester Hills to provide design services for the South Boulevard Pathway Improvements Project in the not-to-exceed amount of \$56,780.00 and authorize the Mayor to execute the Contract.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
<b>Department Review</b>		
<b>Department Director</b>		
<b>Budget Content: Finance Director</b>		
<b>Purchasing Process: Supervisor of Procurement</b>		
<b>Mayor</b>		
<b>City Council Liaison</b>		