



**Principals**  
George E. Hubbell  
Thomas E. Biehl  
Walter H. Alix  
Peter T. Roth  
Michael D. Waring  
Keith D. McCormack  
Curt A. Christeson  
Thomas M. Doran

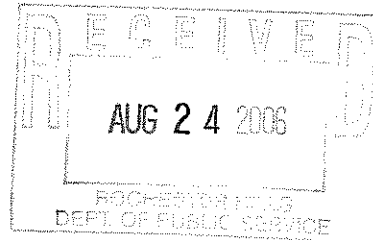
**Senior Associates**  
Frederick C. Navarre  
Gary J. Tressel  
Lawrence R. Ancypa  
Kenneth A. Melchior  
Dennis M. Monsere  
Randal L. Ford  
David P. Wilcox  
Timothy H. Sullivan

**Chief Financial Officer**  
J. Bruce McFarland

**Associates**  
Thomas G. Maxwell  
Nancy M.D. Faught  
Jonathan E. Booth  
Michael C. MacDonald  
Marvin A. Olane  
James C. Hanson  
Richard F. Beaubien  
William R. Davis  
James J. Aiello  
Daniel W. Mitchell  
Jesse B. VanDeCreek  
Robert F. DeFrain  
Marshall J. Grazioli  
Thomas D. LaCross

August 24, 2006

City of Rochester Hills  
1000 Rochester Hills Dr.  
City of Rochester Hills, 48309-3033



Attention: Mr. Paul Davis P.E.  
City Engineer

Re: John R Road & E. Ferry Drain  
Proposal for Right of Way Acquisition Services

HRC Job No. 20050147.86

Dear Mr. Davis:

As requested, we are pleased to offer our services to perform the acquisition of all required Rights-of-Way (ROW), easements, and grading permits for the above mentioned project. It is noted that Hubbell, Roth & Clark, Inc. (HRC) has been pre-approved to provide these services in accordance with our September 2005 proposal. Our scope of work is based on the attached preliminary list of ROW needs shown in Table 1 and summarized as follows:

### SCOPE OF SERVICES

The 45 parcels anticipated to involve acquisition on this project are shown in Table 1. HRC will prepare all documents and sketches needed for the acquisition of Rights of Way, Highway Easements, Sidewalk Easements and Temporary Construction Easements. The procedures for acquiring the necessary ROW/easements will comply with Michigan Condemnation law. Title commitments and appraisals will be obtained for all parcels where permanent Highway Easements are being acquired and when the parcel may have possible court involvement. Appraisals will be ordered for most parcels where a Highway easement is required. HRC will attempt to acquire all other easements using a simple easement valuation form and will only order appraisals when it is anticipated that Condemnation is possible. Should condemnation be necessary to meet the project schedule, HRC will be responsible for acquiring all rights of way, easements and grading permits up to the point where condemnation proceedings begin.

The tasks HRC will perform during Acquisition and Execution of ROW/Easements are as follows:

- Ordering Title Commitments, and/or performing Title searches
- Prepare Right of Way documents and revisions
- Defining appraisal problem and documenting contract
- Ordering Appraisals as stated herein
- Preparing Waiver of Appraisal and simple valuations as required
- Negotiation of Acquisition



P. Davis  
8-24-06  
HRC Job Number 20050147  
Page 2 of 3

- Maintain a file for each parcel which includes all Title Work, Instrument of Conveyance, Appraisals as required, Record of Negotiations, and conversations
- Attend public meetings, informational meetings, open houses, etc. and provide display materials as required
- Submit copies of all records to City as requested
- Keep the City informed of all negotiations and progress and shall copy the City on relevant correspondence.
- If any negotiations proceed in such a manner that it appears major design changes are warranted, HRC shall notify the City
- Submit invoices to the City for payment of Right of Way compensation including W-9 form from owner and informal closing with owner as applicable
- Record signed documents

HRC will also provide limited assistance to City Legal Counsel, should Condemnation proceedings be necessary. This assistance would involve revisions to documentation and design wherever possible, providing additional copies of information previously provided in this scope of services, and providing limited support to City attorneys. All other services associated with Condemnation including matters such as legal proceedings, surveying and documentation required to re-plat any areas, boundary surveys, certified surveys for any property acquisition, the sale or disposal of any fixtures acquired in takes of a property, or recording of executed conveyances are not included. Real Estate Appraisers will be available at a fixed hourly rate to assist the City and its Counsel in condemnation matters such as trial and pretrial assistance.

The attached Table 2 shows the estimated hours and fees associated with the various tasks. The rates and fees are in accordance with the approved September 2005 Cost Proposal Form for Right of Way Acquisition Services. As shown, the fee per parcel is \$2,678.00, which equates to a total cost of \$120,488.00. In addition, there are several services that are based on a lump sum per parcel fee. These include 46 title commitments and/or ownership research by HRC and fifteen (15) Real Estate Appraisals for Right of Way takes by a sub-consultant. For the purposes of this proposal it is assumed that five (5) of the appraisals will require establishing comparables at a cost of \$2,500, with the remaining ten (10) utilizing similar comparables at a cost of \$1,750. It is noted that the sub-consultant fees include a 10% mark-up.

The total project cost is estimated at \$163,613.00. It is proposed that this work be authorized through an Amendment No. 2 to the existing "John R Widening and East Ferry Drain Improvement Project." In accordance with the existing contract, the work would be invoiced monthly on a time basis with a multiplier of 2.9 times direct payroll and will not be exceeded without prior authorization.

Attached as Figure 1 is a timeline detailing the acquisition process. As shown, it is estimated that these services will require approximately nine (9) months following authorization to proceed. It is noted that in order to maintain the existing project schedule for the John R Widening and East Ferry Drain Improvement Project, it is not anticipated that all ROW/easements will have been obtained by the



P. Davis  
8-24-06  
HRC Job Number 20050147  
Page 3 of 3

construction bid date. In addition, we would propose a project kick-off meeting to discuss the procedures for paying property owners and recording these documents once the easements have been executed.

We hope this Proposal meets with your approval. If desired, we are available to meet and discuss any aspect of this proposal with the City. If you have any questions or comments, please do not hesitate to contact our office.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

A handwritten signature in cursive script that reads "Walter H. Alix".

Walter H. Alix, P.E., P.S.  
Vice President

Jl/ji  
Enclosure  
Pc: HRC; J. Isaacs, J. Aiello, D. Mitchell, File

**TABLE 1**  
**JOHN R WIDENING & EAST FERRY DRAIN IMPROVEMENT PROJECT**  
**Preliminary ROW Needs**

No.	Parcel	ROW	Path	Grading	Drainage
1.	15-25-351-001	X		X	
2.	15-25-351-003			X	
3.	15-25-351-008			X	
4.	15-25-351-038	X			
5.	15-25-351-041	X			
6.	15-35-226-006	X			
7.	15-35-226-032			X	
8.	15-35-226-033			X	
9.	15-35-226-036			X	
10.	15-35-226-040			X	
11.	15-35-226-043			X	
12.	15-35-226-049	X			
13.	15-35-226-050			X	
14.	15-35-426-006			X	
15.	15-35-426-007		X	X	
16.	15-35-426-008		X	X	
17.	15-35-426-009		X	X	X
18.	15-35-426-013		X	X	X
19.	15-35-426-017		X	X	
20.	15-35-426-018		X		X
21.	15-35-426-019		X	X	
22.	15-35-426-026		X	X	
23.	15-35-426-027		X	X	
24.	15-35-426-028		X	X	
25.	15-35-426-029		X	X	X
26.	15-35-426-030		X	X	X
27.	15-35-426-034		X		X
28.	15-35-426-035	X	X	X	
29.	15-35-426-037		X	X	
30.	15-36-101-001	X		X	
31.	15-36-152-023			X	
32.	15-36-301-008			X	
33.	15-36-301-009			X	
34.	15-36-301-010			X	
35.	15-36-301-011			X	
36.	15-36-301-012	X		X	
37.	15-36-326-001	X		X	
38.	15-36-326-015	X			
39.	15-36-326-023	X		X	
40.	15-36-326-024			X	
41.	15-36-326-025	X			
42.	15-36-326-026			X	
43.	15-36-326-031	X			
44.	15-36-351-010	X	X		
45.	15-36-352-023	X	X	X	

**ROCHESTER HILLS - JOHN R & E. FERRY DRAIN  
ROW ACQUISITION AND RELATED SERVICES**

**TABLE NO. 2  
ESTIMATED HOURS AND FEES**

August 24, 2006

HRC Job No. 20050147

TASK DESCRIPTION	Classification/Rate/Hours						TOTAL HOURS	ESTIMATED UNIT PRICE	NUMBER OF PARCELS	ESTIMATED FEES
	Project Manager/ Associate	Senior ROW Agent	ROW Agent	Survey Crew	Survey Office	Admin. Staff				
	\$ 115	\$ 110	\$ 65	\$ 165	\$ 75	\$ 60				
<i>Hourly Services per Parcel</i>										
Preliminary Interview	0.5	1.0	0.5				2.0	\$ 200	45	\$ 9,000
Real Estate Services Assignment		1.0	1.0				2.0	\$ 175	45	\$ 7,875
Acquisition	4.0	8.0	4.0				16.0	\$ 1,600	45	\$ 72,000
ROW Staking				1.0			1.0	\$ 165	45	\$ 7,425
Condemnation Support	0.5	0.5					1.0	\$ 113	45	\$ 5,063
Document Preparation & Revisions		0.5			1.0	0.5	2.0	\$ 160	45	\$ 7,200
Meetings		0.5	0.5				1.0	\$ 88	45	\$ 3,938
Simple Valuations for Parcels Not Appraised		0.5	0.5				1.0	\$ 88	45	\$ 3,938
Coordination	0.5		0.5				1.0	\$ 90	45	\$ 4,050
<b>SUB-TOTALS</b>	<b>5.5</b>	<b>12.0</b>	<b>7.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.5</b>	<b>27.0</b>	<b>\$ 2,678</b>	<b>45</b>	<b>\$ 120,488</b>
<i>Lump Sum Services per Parcel</i>										
Initial Appraisal								\$ 2,750	5	\$ 13,750
Comparable Appraisal								\$ 1,925	10	\$ 19,250
Title Commitments/Ownership Research								\$ 225	45	\$ 10,125
<b>PROJECT TOTAL</b>									<b>\$</b>	<b>163,613</b>

# ROW Acquisition and Related Services

HRC Job No. 20050147

Figure 1

TASK NAME/DESCRIPTION	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9
<i>Authorization to Begin Work</i>									
<b>TITLE WORK</b>									
Identify Easements									
Title Commitments									
Title Searches									
<b>APPRAISALS</b>									
Order Appraisals for ROW Parcels									
Order Appraisals for Additional Parcels									
<b>PREPARE DOCUMENTS</b>									
Easement or Permit									
Drawings									
<b>NEGOTIATION OF ACQUISITION</b>									
Preliminary Interview Non Appraised Parcels									
Preliminary Interview of Appraised Parcels									
Negotiation									
<b>ADDITIONAL APPRAISAL WORK</b>									
Landscape Appraisals as Required									
<b>CONDEMNATION</b>									
Unsigned Easements to Roch. Hills - Council Resolution									
Condemnation Assistance									
<b>RECORDING</b>									
Record Signed Easements as Applicable									