



**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:** 2008-0142

**TO:** Mayor and City Council Members

**FROM:** Roger H. Rousse, Director of Public Service

**DATE:** March 31, 2008

**SUBJECT:** East Ferry Drain and John R Road Improvements, Michelson Pump Station, and Spencer Park Improvements, City File No. E05-004

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**REQUEST:**

The Department of Public Service recommends awarding the contract for construction engineering services between the City of Rochester Hills and Hubbell, Roth & Clark, Inc. for the East Ferry Drain and John R Road Improvements, Michelson Pump Station and Spencer Park Improvements in an amount not to exceed \$547,608.00.

**REASON FOR PURCHASE:**

As part of the construction engineering services, Hubbell, Roth & Clark, Inc. will provide construction engineering services that include surveying layout services, points, grades and benchmarks necessary to construct according to the plan, technical assistance, inspection and tests to evaluate compliance with the contract, project close out and as-built drawings. The construction engineering will be performed for the East Ferry Drain, John R Improvements, Michelson Pump Station and for approximately half of the Spencer Park Improvements. City staff will inspect the water main construction.

City staff will manage the entire project, which includes processing pay estimates, progress schedules and the necessary contract submittals. Schleede Hampton & Associates, Inc, will be performing material testing. Due to current city project commitments, it is anticipated that HRC will be performing inspection services, however, if workload decreases and city staff becomes available, HRC will not be utilized and city staff will perform the inspection services for the entire project.

Hubbell, Roth & Clark, Inc. and was selected through a RFP process to provide construction engineering services for the City. Additionally, City Council approved a blanket purchase order for Schleede Hampton & Associates, based on a RFP selection process.

**PROCESS:**

**Vendor Name and Address:**

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

**Reason for Selection:**

Best Value; Most Qualified

Request for Proposals

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

\* Will utilize monies available due to construction being under budget.

\*\*Budget adjustment may be proposed.

<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>
Major Road	452.97000 Construction	Construction MR-30	\$50,111.25	\$29,288.08	\$20,823.17
Major Road	452.970000 Construction	Construction MR-31	\$214,762.50	\$225,577.06	*(\$10,814.56)
Drains	244.974000 Land Improvement	Construction SW-06	\$222,899.82	\$181,893.04	\$41,006.78
Pathway	403.974000 Construction	Construction PW-31	\$25,024.50	\$18,168.93	\$6,855.57
Sewer	593.972000 Mains & Services	Construction SS-23B	\$39,840.00	\$71,862.86	**(\$32,022.86)
Facilities	631.974000 Land Improvement	Construction PK-04B	\$39,840.00	\$20,818.03	\$19,021.97
Water	593.972000 Mains & Services	Construction WS-31	\$12,450.00	To be performed by City Staff	\$12,450.00
		Project Totals	\$604,928.07	547,608.00	\$57,320.07

**RECOMMENDATION:**

That the Rochester Hills City Council awards the contract for construction engineering services between the City of Rochester Hills and Hubbell, Roth & Clark, Inc. for the East Ferry Drain and John R Road Improvements, Michelson Pump Station and Spencer Park Improvements in an amount not to exceed \$547,608.00 and authorizes the Mayor and Clerk to execute an agreement on behalf of the City.

<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>		