



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: 2018-0032 Version 2

TO: Mayor and City Council Members

FROM: Ken Elwert, Director of Parks and Natural Resources

DATE: February 11, 2019

SUBJECT: Increase to Blanket Purchase Order Innovation Hills Engineering Services

REQUEST:

City Council is requested to authorize an increase to the contract/blanket purchase order for engineering services for the design, plan and specification development and construction oversight of various trail developments, parking lot design, restroom construction, and tree removal within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$106,160.00 for a new not-to-exceed \$209,380.00.

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.

Requested engineering services are for the Beaver Trail Development (Now renamed Turtle Trail), Brooksie Way Trail Development, Pond Trail Development, South Loop Trail Development, Woodland Trail/Boardwalk Development, the Parking Lot Design, restroom construction, and advanced tree removal services needed for various trail opportunities.

The requested increase is due to design changes and addition of construction oversight on the Innovation Hills Parking Lot Project. The Brooksie Way project started with the original intent of being designed as an asphalt pathway along the Oakland County WRC sanitary sewer easement with portions of boardwalk design, as needed, to minimize the impacts to the floodplain and wetlands. After an on-site permit pre-application meeting with the MDEQ, it was determined that a boardwalk would be required for the entire design. The change from an asphalt pathway to a boardwalk not only resulted in additional structural design but additional surveying because the boardwalk was no longer able to be located within the sanitary sewer easement due to the helical piers. The South Loop Trail Development also requires an increase due to the fact that in the original scope of work did not include a boardwalk and just a connection of a small asphalt path to the Hamlin Safety path. The Scope of the Work now involves design and construction of a boardwalk that is longer than the Brooksie Way Boardwalk, but includes the same requirements which increases scope and cost.

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:

Remaining budgeted funding to be carried over from FY 2018 as part of the FY 2019 1st Quarter Budget Amendment.

If approved by City Council, a 1st Quarter 2019 Budget Amendment shall be presented to increase the project budget by an additional \$70,000 with the source of offsetting funding contributed to the Facilities Fund from the Capital Improvement Fund.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land Improvement	\$38,025.40	\$103,220.00	(\$65,194.60)

RECOMMENDATION:

It is recommended that City Council authorize an increase to the contract/blanket purchase order for engineering services for the design, plan and specification development and construction oversight of various trail developments, parking lot design, restroom construction, and tree removal within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$106,160.00 for a new not-to-exceed \$209,380.00.

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