



January 31, 2024

City of Rochester Hills
511 E. Auburn Road
Rochester Hills, Michigan 48307

Attn: Tracey Balint, P.E.
Public Utilities Engineering Manager

Re: PRV 09 Relocation (Brewster Rd. & Walton Blvd.)
Proposal for Professional Engineering Services

HRC Job No. 20230546

Dear Mrs. Balint:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to provide this proposal for full construction engineering services for the PRV09 Relocation Project. The scope of work includes construction staking and layout, full-time onsite construction observation, materials testing, construction engineering and contract administration. The construction is anticipated to be awarded to Bidigare Contractors, Inc., who was the lowest bidder. The total construction cost for this project will be \$276,522.00, based on the City's bid tabulation from January 23, 2024.

HRC's scope of work is as follows. The tasks below are also included in the estimated hours and costs shown on the spreadsheet summary.

Key Assumptions

HRC's scope of work is based on the following items:

- Schedule – Based on the final completion date of May 1, 2024, we anticipate a four (4) to six (6) week construction duration. Due to the type of construction, HRC has estimated 5 weeks of full-time onsite observation.
- Staff – HRC has included one primary office contact for this project (Andrew Johnstone) and one primary field/observation staff for this task.

Contract Administration

HRC will provide complete construction contract administration including the preparation of regular pay applications, meeting minutes, and engineering oversight. HRC staff will advise and consult project objectives, manage Contract changes and modifications, and interpret Contract Documents throughout construction. HRC will document all field activities and track construction progress in Inspector's Daily Reports (IDRs). HRC staff understands the urgency of matters that come up during construction and will be available to respond quickly to any questions. HRC will review, coordinate and process all pay requests and develop the pay application documentation throughout the project. HRC will also issue documentation to memorialize Substantial Completion, Final Completion, and Final Payment.

Construction Engineering

HRC will attend regular progress meetings and provide additional design support as needed during the project. HRC design staff will review shop drawing submittals and make field visits at important stages in construction to review the work completed. HRC will work with the City, Contractor, and Product Representatives for the commissioning of the PRV and will complete a final punch list walkthrough with the Contractor to determine substantial completion and develop a punch list for work yet to be finalized. HRC will maintain record drawings throughout construction and will develop final as-built drawings to document all changes from the final design.

Construction Layout and Staking

HRC will provide construction staking and layout for the new pressure reducing valve facility as well as underground utilities as required to complete the project. Typical re-staking, including occasional contractor damage, is included.

Full-Time Observation

HRC has included an experienced field representative to lead onsite observation. HRC will also have an experienced field supervisor working closely with the onsite team to assist when needed. HRC's field team will record daily construction activities and document pay items, measurements, and progress.

Materials Testing

HRC will provide comprehensive materials testing services for the project. An experienced HRC testing engineer will perform asphalt compaction testing for the multi-use pathway to be removed and replaced as part of this project.

Construction Engineering Team

Mr. Bradley Shepler, PE, will be overseeing the overall project to ensure the city's expectations are met and to assist with communication and staffing. Andrew Johnstone, PE, will be responsible for communication efforts with the city and residents. He will remain involved throughout construction and will assist the construction team as needed with potential design changes and provide background and design history to ensure the construction proceeds as intended and designed.

HRC will have a construction supervisor to review the project as required. HRC will also have a primary field representative who has experience with pressure reducing valve and underground utility construction. HRC anticipates a second field representative assisting him through most of the project. This is expected due to the expedited schedule and substantial amount of work to be completed in one season. HRC will always have at least one full-time construction observer onsite when construction is active, and the contractor is working. HRC will provide a supplemental construction observer(s) if required at times where additional crews may be working, or on major paving and production days. This will ensure the project is well documented, tickets are collected, and construction operations are being closely watched for conformance with the plans and specifications.

Fee

HRC is ready to begin this job immediately upon the construction contract award. HRC is proposing to complete this work for a not to exceed cost of \$39,580.00. This will be invoiced on a time and material basis based on approved rates and in accordance with our contract with the City of Rochester Hills. Please see the attached spreadsheet for more detailed information about the budgetary derivation of our costs.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Bradley W. Shepler, P.E., CCCA, LEED AP
Senior Associate

AKJ/bws

Attachment: A – Hours and Costs for Construction Engineering Services

pc: City of Rochester Hills; Leon Luedeman, Wayne Rybak
HRC; D. Mitchell, A. Johnstone, B. Clarke, File

Accepted By:

Signature: _____

Written Name: _____

Title: _____

Dated: _____

ATTACHMENT A
City of Rochester Hills
Hours / Costs for Construction Engineering Services - January 31, 2024
PRV 09 Relocation Project

Task Description	Senior Associate	Staff Engineer	Lead Constr. Observer	Survey Crew (2 person)	Testing Engineer	Testing Technician	Total By Task
Contract Administration	12	20					32
Construction Engineering	8	40	2				50
Const Layout / Staking		2		12			14
Full-Time Observation (assumes 4 weeks full-time observation)	2	8	200				210
Materials Testing (assumes 4 - 1/2 day on-site testing)					4	20	24
Total Hours by Classification	22	70	202	12	4	20	330

	Hours	Billable Hourly Rate	Direct Cost
Senior Associate	22	\$ 175.00	\$ 3,850.00
Staff Engineer	70	\$ 125.00	\$ 8,750.00
Lead Constr. Observer	202	\$ 110.00	\$ 22,220.00
Survey Crew (2 person)	12	\$ 230.00	\$ 2,760.00
Testing Engineer	4	\$ 125.00	\$ 500.00
Testing Technician	20	\$ 75.00	\$ 1,500.00
Sub total - Direct Hours / Labor	330		\$ 39,580.00

Total Construction Engineering Costs \$ 39,580.00