



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: 2023-0532

**TO:** Mayor and City Council Members

**FROM:** Bill Fritz, P.E., Director, Department of Public Services

**DATE:** December 4, 2023

**SUBJECT:** Design Engineering Services for Sewer Extension at Innovation Hills

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for design engineering services for sewer extension at Innovation Hills in the amount not-to-exceed \$86,500.00 to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

Hubbell, Roth & Clark is one of the City's on-call professional engineering services firm and is being recommended to perform the design services needed for this project based on their experience working at Innovation Hills, along with their extensive experience with the City's sewer service and requirements.

The City has determined that it is in the best interest of the operations of the park to provide wastewater sewer service to Innovation Hills Park in the very near future. The number of visitors continues to grow and use of Innovation Hills existing vault restroom and portable toilets is outpacing the City's ability to receive timely service to clean the portable units and also pump the vaults and haul the waste away. It has been determined that it would be in the best interest of the City to extend sanitary sewer main in order to offer the best solution for the future restroom building that will be installed at a later date.

**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:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2023 Adopted Budget. The remaining budget will be utilized for the future construction phase.

<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>
W&S Capital	593.972000	Mains & Services - IH Sanitary Sewer Extension	\$500,000	\$86,500	\$413,500

**RECOMMENDATION:**

City Council is requested to authorize a contract/blanket purchase order for design engineering services for sewer extension at Innovation Hills in the amount not-to-exceed \$86,500.00 to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute an agreement on behalf of the City.

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<b>APPROVALS:</b>	<b>SIGNATURE</b>	<b>DATE</b>
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney     Yes     N/A