



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2023-0151

**TO:** Mayor and City Council Members

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

**DATE:** April 17, 2023

**SUBJECT:** Avon Industrial Drive Paving Project, Capital Improvement Project MR-17  
Preliminary Engineering Services, City File No. E23-005

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for preliminary engineering (PE) services for the Avon Industrial Drive Paving project to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan in a not-to-exceed amount of \$158,773.90 and further authorize the Mayor to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

Avon Industrial Drive is included in the 2023-2028 Capital Improvement Plan and is identified as major road project number MR-17. The project description called for Starr Court and Avon Industrial to receive a 4-inch mill and overlay as the repair strategy. However, after obtaining pavement cores and soil borings, it was determined that the existing pavement cross section was not thick enough for a 4-inch mill and overlay treatment and it was subsequently decided that a reconstruction of the existing roads should be performed. Both roads are currently rated as Poor by our Pavement Surface Evaluation and Rating (PASER).

HRC is one of the City's on-call professional engineering firms and is recommended to be utilized for this project. The attached proposal was requested from HRC to perform the necessary work to create engineering design documents for bidding the paving of Avon Industrial Drive in early 2024. A project location drawing is also enclosed for reference.

**PROCESS:**

**Vendor Name and Address:**

Hubbell, Roth & Clark, Inc.  
555 Hulet Drive  
Bloomfield Hills, MI 48302-0360

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2023 Adopted Budget. A percentage split of preliminary engineering cost sharing between Starr Ct. and Avon Industrial Drive was determined to be 12.5% and 87.5% respectively. If approved by City Council, a 2<sup>nd</sup> Quarter Budget Amendment will be presented to cover the Local Street portion of the expense.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road	452.970000	MR-17: Avon Industrial Drive Rehabilitation	\$160,000.00	\$138,927.16	\$21,072.84
Local Streets	454.970000	Construction	\$0	\$19,846.74	(\$19,846.74)

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for preliminary engineering (PE) services for the Avon Industrial Drive Paving project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$158,773.90 and further authorize the Mayor to execute the contract on behalf of the City.

Attachment(s): 20230329\_Avon\_Industrial\_PE\_Road\_ProposalLtr\_Complete.pdf  
Avon Industrial Drive Location.pdf

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

Contract Reviewed by City Attorney       Yes       N/A