



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: 2023-0515

TO: Mayor and City Council Members

FROM: Ken Elwert, CPRE, Director Parks and Natural Resources

DATE: November 13, 2023

SUBJECT: Construction Engineering Services - Innovation Hills Pedestrian Trail Bridge

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for construction engineering services related to the construction of the Innovation Hills Pedestrian Trail Bridge in the amount of \$249,000.00 to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute the agreement on behalf of the City.

REASON FOR PURCHASE:

Staff is recommending Hubbell, Roth & Clark, Inc. (HRC), to perform construction engineering services to the City. HRC is one of the City's on-call professional engineering firms and has been very involved in the development of Innovation Hills Pedestrian Bridge design and the park's trail system.

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:

Partial funding is included in the FY 2023 Adopted Budget.

If approved by City Council, Fiscal shall prepare and present a FY 2023 4th Quarter Budget Amendment to transfer in the additional funding for the project to the (631) Facilities Fund from the (420) Capital Improvement Fund.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Facilities Fund	631.974000	Land Improvement	\$13,747.50	\$249,000.00	(\$235,252.50)

RECOMMENDATION:

City Council is requested to authorize a blanket purchase order/contract for construction engineering services related to the construction of the Innovation Hills Pedestrian Trail Bridge in the amount of \$249,000.00 to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan and further authorizes the Mayor to execute the agreement on behalf of the City.

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

Contract Reviewed by City Attorney Yes N/A