



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2024-0147

TO: Mayor and City Council Members

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

DATE: March 18, 2024

SUBJECT: Leach Road Paving and DPS Garage Access Connector Project
Construction Engineering (CE) Services Award
Leach Road: Capital Improvement Plan (CIP) Project LS-20; City File #E23-012
DPS Garage Access Connector: CIP Project FA-04H; City File #E23-025

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for construction engineering (CE) services for the Leach Road and DPS Garage Access Connector Paving project to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan in a not-to-exceed amount of \$285,207.20, and further authorizes the Procurement Manager to execute the agreement on behalf of the City.

REASON FOR PURCHASE:

Based on the 2024 department workload, the Department of Public Services has determined an engineering consultant is needed to provide the CE services. HRC is one of the City's on-call professional engineering firms and is recommended to be utilized for the CE services for the Leach Road and DPS Garage Access Connector paving project. The attached proposal was requested from HRC and describes the scope and expense for HRC to perform the necessary work.

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 2024 Adopted Budget.

Although the project is listed in the Local Street Fund in the Adopted 2024 Budget, the LDFA Fund will cover 100% of the project costs for the Leach Road paving project.

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
Local Street Fund	454.970000	Construction & Improvements	\$862,152.90	\$262,823.83	\$599,329.07
W&S Capital Fund	593.974000	Land Improvements	\$28,576.00	\$22,383.37	\$6,192.63
		Grand Total	\$890,728.90	\$285,207.20	\$605,521.70

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for construction engineering (CE) services for the Leach Road Paving and DPS Garage Access Connector project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$285,207.20 and further authorize the Procurement Manager to execute the contract on behalf of the City.

Attachment(s): 20240306_Leach_CE_ProposalLtr.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