HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

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July 14, 2023

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

Attn: Mr. Paul Davis, PE, City Engineer/Deputy DPS Director

Re: Drexelgate Pathway Project — HRC Job No. 20211119
Proposal for Construction Engineering Services

Dear Mr. Davis:

Hubbell, Roth & Clark, Inc. (HRC) is pleased to provide this proposal for full construction engineering services for the Drexelgate Pathway Project. The scope of work includes construction staking and layout, full-time onsite construction observation, materials testing, and contract administration, including a Michigan Department of Transportation (MDOT) certified office technician. The construction is anticipated to be awarded to M.L. Chartier Excavating, Inc., who was the lowest bidder. The project's construction cost is estimated at $1,535,235 based on MDOT's bid tabulation from July 7, 2023.

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 progress schedule, the anticipated start date will be the week of September 4th, 2023 with the project substantially complete and open to traffic by November 2023. Only restoration and miscellaneous punch list items are anticipated in the spring of 2024. HRC has estimated 12 weeks of full-time onsite observation.
- Staff – HRC has included one primary field/observation leader for this task with one additional staff to assist through the project. Due to the expedited schedule, HRC anticipates approximately 50 hours per week for our lead staff. Overtime is included in the total hours and budgeted cost, but not shown separately. One representative will serve as the lead for the project duration, and a second representative is included to assist due to multiple crews being anticipated and to assist during major operations and paving.

Contract Administration

HRC will provide complete construction contract administration including the preparation of regular pay applications, meeting minutes, and engineering oversight. HRC will utilize the MDOT's Field Manager Program for the administration, reporting, and for generating estimates and pay applications. This task includes the MDOT-certified office technician/clerk efforts throughout the project. HRC's office technician will be responsible for wage reviews and other required MDOT LAP processes required for successful project closeout and closing audit/review by MDOT.

Construction Engineering

HRC will attend regular progress meetings and provide additional design support as needed during the project. HRC's design staff will attend progress meetings and prepare additional designs that may be necessary during construction. HRC will also utilize Constant Contact for communication with city residents to provide bi-weekly project updates as well as advance notifications prior to construction starting and major staging and maintenance of traffic (MOT) changes. HRC will also work closely with residents along the project route and serve as the primary contact for questions and concerns.

Construction Layout and Staking

HRC will provide construction staking and layout for the pathway, roadway paving, and applicable utilities as required to complete the project. Typical re-staking, including occasional contractor damage, is included.

Onsite Observation

HRC has included an experienced field representative to lead onsite observation. This person will be supported by one additional observer for much of the project. This includes during major work and paving operations, while the contractor has multiple crews working on the roadway, pathway, driveways, and utilities. 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. HRC anticipates substantial overtime due to the scope of work and expedited schedule. While the cost for this is not explicitly noted in the budgetary spreadsheet, the hours included will accommodate the estimated 10 hours per week of overtime for our field representatives.

Construction Engineering Team

Mr. Charles Hart, PE, will be overseeing the overall project to ensure the city's expectations are met and to assist with communication and staffing. HRC's Construction Project Engineer, Mr. Michael Torres, PE, is a Senior Project Engineer at HRC and will be responsible for the construction engineering and administration. Nicholas Nicita, PE, and Nathan Baxter will be responsible for communication efforts with the city and residents. As the project manager and lead designer for the project, they 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's graduate engineers will assist Mr. Nicita and Mr. Baxter to provide the city with a cost-effective option for appropriate tasks.

HRC will have a construction supervisor to review the project as required. HRC will also have a primary field representative who has experience with large scale projects with substantial paving operations. 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.

Material Testing

HRC will provide complete materials testing for the project and provide reports to the city and follow MDOT's requirements and procedures.

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 $230,791. 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.

Charles E. Hart, PE
Vice President

Attachment: A – Hours and Costs for Construction Engineering Services

pc: Rochester Hills; B. Fritz, S. Bucholz, K. Depp
HRC; D. Mitchell, M. Torres, L. Michaels, A. Pike, File

Recommended By:
CITY OF ROCHESTER HILLS

_____ _____
Paul Davis, PE, City Engineer/Deputy DPS Director Date

Approved By:
CITY OF ROCHESTER HILLS

_____ _____
Bryan K. Date

ATTACHMENT A
City of Rochester Hills
Hours / Costs for Construction Engineering Services - July 14, 2023
Drexelgate Pathway

Task Description	Principal	Sr. Con. Proj. Eng	Proj. Manager	Proj. Eng	Const. Clerk	Survey Crew (2)	Const Super.	Constr. Grad Eng	Lead Constr. Observer	Testing Eng	Super. Lab Testing	Testing Tech	Total By Task
Contract Administration	**8**	**80**	**16**	**40**	**80**	**140**							**364**
Construction Engineering	**8**	**80**	**16**	**40**				**90**					**234**
Const Layout / Staking		**16**		**24**									**40**
On-Site Observation	**8**	**16**					**80**	**90**	**700**				**894**
Materials Testing										**40**	**125**	**300**	**465**
Total Hours by Classification	24	192	32	104	80	140	80	180	700	40	125	300	1997

	Hours	Billable Hourly Rate	Direct Cost
Principal / Vice President	24	$ 145.00	$ 3,480.00
Sr. Const Project Engineer	192	$ 157.76	$ 30,289.92
Project Manager (Associate)	32	$ 140.07	$ 4,482.24
Project Engineer	104	$ 117.45	$ 12,214.80
Construction Clerk / Office Tech	80	$ 84.10	$ 6,728.00
2-Person Survey Crew	140	$ 232.00	$ 32,480.00
Construction Supervisor	80	$ 128.18	$ 10,254.40
Construction Graduate Engineer	180	$ 103.53	$ 18,635.40
Lead Construction Observer (Supervisor)	700	$ 105.27	$ 73,689.00
Testing Engineer	40	$ 121.51	$ 4,860.40
Supervisor Lab. Testing	125	$ 88.45	$ 11,056.25
Testing Technician	300	$ 75.40	$ 22,620.00
Sub total - Direct Hours / Labor	1997		$ 230,790.41
		Total Construction Engineering Costs	**$ 230,790.41**