



**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: 2007-0282 (Version 2)

TO: Mayor and City Council Members
FROM: Roger Rousse, Director, Department of Public Service
DATE: June 5, 2007
SUBJECT: Shadow Woods Subdivision Road Rehabilitation Project – City File E06-023

REQUEST:

The Department of Public Service recommends approving an amendment to the existing Professional Construction Engineering Services Agreement between Hubbell, Roth & Clark, Inc. (HRC) and the City of Rochester Hills for the Shadow Woods Subdivision Road Rehabilitation Project in the amount of \$63,800.00 for a new not-to-exceed amount of \$91,700.00 and authorize the Mayor to execute the amended proposal on behalf of the City.

REASON FOR PURCHASE:

At its regularly scheduled meeting, on April 25, 2007, City Council approved the Professional Construction Engineering Services Agreement between Hubbell, Roth & Clark, Inc. (HRC) and the City of Rochester Hills for the Shadow Woods Subdivision Road Rehabilitation Project in the amount of \$27,900.00.

When HRC submitted their original proposal it was to provide survey, layout, and staking services for the above-referenced project, as well as, assistance with construction observation\inspection on an as needed basis. However, due to recent events regarding personnel and other project commitments, there is currently a staffing shortage. Consequently, DPS is unable to provide the necessary full-time project observation\inspection.

If, during the course of construction, other project workloads decrease and City staff becomes available to perform the necessary project observation, City personnel will then be shifted back to the Shadow Woods Subdivision Road Rehabilitation Project accordingly. Costs associated with project observation/inspection will be charged once, either to the budgeted City staff personnel costs or the professional construction engineering services agreement. Therefore, whatever additional costs are applied to the engineering consultant's services agreement for project observation/inspection will not be spent out of the City personnel budget.

The revised proposal provided by HRC includes a breakdown of the additional observation\inspection hours and fees required to complete the project within the time frame of the original construction schedule.

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc.
555 Hulet Drive, P.O. Box 824
Bloomfield Hills, MI 48303-0824

Reason for Selection:

Quality Based Selection

Method of Purchase:

Blanket Purchase Order
Service Agreement

BUDGET:

Costs associated with the Shadow Woods Subdivision Road Rehabilitation Project were originally identified in the Adopted 2007 Budget. However, the PE budget was decreased during the 2nd Quarter Budget Amendments. A 3rd Quarter Budget Amendment will be forthcoming to increase the PE portion to reflect the amended professional services agreement amount. The additional costs outlined in the attached proposal can be broken down as follows:

Construction Inspection - \$63,800.00 (LR-01, 75% or \$47,850.00), (MR-44, 25% or \$15,950.00)

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Local Street	454.970000	Construction (LR-01)	\$0	\$47,850	(\$47,850)
Major Road	452.970000	Construction (MR-44)	\$0	\$15,950	(\$15,950)

HRC will provide the professional construction engineering services for this project, which includes, survey, layout & staking, and project observation\inspection, which will be charged to the project.

Departmental staff will work with our consultant to oversee the direction of the survey, layout & staking, and observation on this project.

RECOMMENDATION:

It is recommended that City Council approve the amendment to the existing Professional Construction Engineering Services Agreement between Hubbell, Roth & Clark, Inc. (HRC) and the City of Rochester Hills for the Shadow Woods Subdivision Road Rehabilitation Project in the amount of \$63,800.00 for a new not-to-exceed amount of \$91,700.00 and authorize the Mayor to execute the amended proposal on behalf of the City.

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		