



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

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Legislative File No: 2024-0180

TO: Mayor and City Council Members
FROM: Bill Fritz, P.E., Director of Public Services
DATE: April 8, 2024
SUBJECT: Avon Industrial Drive Paving Project Construction Engineering Services
Capital Improvement Project MR-17, City File No. E23-005

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for construction engineering (CE) services for the Avon Industrial Drive Paving project to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, Michigan, in a not-to-exceed amount of \$256,122.00 and further authorize the Mayor to execute the contract on behalf of the City.

REASON FOR PURCHASE:

The City received bids for the Avon Industrial Drive paving project and 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 Avon Industrial Drive 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 was included in the FY 2024 Adopted Budget for the construction of major road, Avon Industrial Drive, and local street, Star Court. The preliminary engineering design determined a percentage split of cost sharing between Star Ct. and Avon Industrial Drive to be 12.5% and 87.5% respectively. The same percentage split is proposed for the construction engineering expense.

If approved by City Council, a 2nd quarter budget amendment will be presented for the Local Street expense, offset by LS-20 Leach Road Paving that came in under budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road	452.970000	MR-17 Construction	\$570,180.85	\$224,106.75	\$346,074.10
Local Streets	454.970000	LS-01 Construction	\$0	\$32,015.25	(\$32,015.25)
		TOTAL	\$570,180.85	\$256,122.00	

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for construction engineering (CE) services for the Avon Industrial Drive Paving project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in a not-to-exceed amount of \$256,122.00 and further authorize the Mayor to execute the contract on behalf of the City.

Attachment(s): 20240326_Avon_Industrial_Road_CE_ProposalLtr.pdf

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