



**City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS**

**1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
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**Legislative File No: 2010-0420**

**TO:** Mayor and City Council Members  
**FROM:** Paul M. Davis, Acting DPS Director  
**DATE:** January 24, 2011  
**SUBJECT:** HRC consulting cost for the Pond Restoration Avon Creek Phase I and Phase II  
City File No. E06-004

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**REQUEST:**

The Department of Public Services recommends that the Rochester Hills City Council approve the revised contract agreement between HRC and the City of Rochester Hills for design engineering and construction engineering services related to the Avon Creek Phase I and Phase II projects in the increased amount of \$42,300.00 for a total amount not to exceed \$74,255.00 and authorizes the Mayor and Clerk to execute a contract on behalf of the City.

**REASON FOR PURCHASE:**

**Phase I**

The City currently has an approved design engineering agreement with Hubbell, Roth & Clark, Inc. (HRC) in the amount of \$31,955.00 that was based on their proposal dated July 10, 2006 (attached). The Department of Public Services is request a modification to the agreement to increase the design engineering by \$10,000 to provide additional engineering for design modifications to address the failed control structure and to better match the phase II project. In 2006 it was not anticipated that the existing control structure would need to be replaced or that we would receive a grant for additional creek restoration downstream of the control structure. The City currently does not have a construction engineering agreement with HRC for Phase I. City staff will be the primary construction engineers (pay estimates and quality tracking). HRC will provide material reviews, shop drawing reviews, as well as consult as needed for field changes and answer question that may come up during the project for an estimated 80 hours or \$6,300.00.

**Phase II**

HRC submitted a Phase II design engineering proposal dated September 10, 2010 in the amount of \$26,000. The proposal includes construction engineering assistance on a periodic basis; as City staff will again prepare the pay estimates and quantity tracking.

Original Contract	\$31,955
+ <i>Additional design engineering (Phase I)</i>	<i>\$10,000</i>
+ <i>Construction engineering (Phase I)</i>	<i>\$6,300</i>
+ <u><i>Design engineering (Phase II)</i></u>	<u><i>\$26,000</i></u>
<b>Revised Requested Contract</b>	<b>\$74,255</b>

**PROCESS:**

**Vendor Name and Address:**

Hubbell, Roth & Clark, Inc.  
555 Hulet Drive  
PO Box 824  
Bloomfield Hills, Michigan 48303-0824

**Reason for Selection:**

Contract  
Purchase Order

**Method of Purchase:**

Quality Based Selection

**BUDGET:**

**Phase I:**

As part of the FY 2009 year-end process, \$14,500 was expensed on the financial statements (not actually paid) to reflect additional estimated P/E services performed by HRC in FY 2009 but not actually invoiced. The actual amount invoiced for FY 2009 P/E services was only \$10,000, resulting in a net (\$4,500) credit in FY 2010 as FY 2009 was "over expensed". The C/E request of \$6,300 will be charged to the revised project budget for SW-09A.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Drain Fund	244.974000	Land Improvement	\$1,877 <sup>A</sup>	\$1,800 <sup>B</sup>	\$77

<sup>A</sup> = Remaining project budget per FY 2010 4<sup>th</sup> Qtr Budget Amendment remaining project budget of \$200,000 less the awarded construction costs (including 10% contingency) amount of \$198,123.

<sup>B</sup> = Estimated project cost of additional remaining P/E services credit (\$4,500) + C/E services \$6,300 = \$1,800.

**Phase II:**

Funding for Phase II will be brought forward as part of a 1<sup>st</sup> Quarter 2011 Budget Amendment (as well as the offsetting Grant Revenue funding) as work on Phase II is anticipated to commence in FY 2011.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Drain Fund	244.974000	Land Improvement	\$26,000 <sup>C</sup>	\$26,000	0

<sup>C</sup> = 1<sup>st</sup> Quarter 2011 Proposed Budget Amendment to be prepared.

**RECOMMENDATION:**

The Department of Public Services recommends that the Rochester Hills City Council approve the revised contract agreement between HRC and the City of Rochester Hills for Professional Engineering and Construction Engineering services related to the Avon Creek Phase I and Phase II projects in the amount of \$74,255.00 and authorizes the Mayor and Clerk to execute a contract on behalf of the City.

**RESOLUTION**

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director	<i>Paul M. Savoie</i>	1/13/11
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		