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March 6, 2009

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

Attention: Mr. Paul Davis, P.E., City Engineer

Re: Proposal for Early Preliminary Engineering  
Technology Drive Extension to Adams Road

HRC Job No. 20090092.86

Dear Mr. Davis:

Hubbell, Roth and Clark, Inc. (HRC) is pleased to provide this proposal for Early Preliminary Engineering (EPE) design services for the extension of Technology Drive to Adams Road. Our scope of work is based on visits to the project location, our February 4, 2009 meeting and some prior conversations. As discussed at our preliminary scope meeting, several key elements of this project are unknown at this time and in order to determine these elements and their impact to the project scope, including cost and schedule, it was determined that the design engineering should be split into EPE and Preliminary Engineering (PE) phases. This will allow HRC and the City to begin the design process up to a conceptual approval from MDOT and RCOC.

It is our understanding that Technology Drive is proposed to be extended north approximately 250 feet to intersect with Adams Road, within MDOT Limited Access Right of Way. At the proposed intersection it is anticipated that a right turn lane for eastbound Adams Road to southbound Technology Drive will be required. In addition, the project will include a new path along the west side of Technology Drive and require crossing two existing pedestrian facilities. The existing pedestrian facilities include the City's 8' pathway along Adams Road and the Clinton River Trail.

HRC proposes the following Scope of Services for the successful completion of the EPE Phase:

**Topographic Survey & Right-of-Way Research** – HRC proposes to provide a full topographic survey in the project area. This area includes the proposed 250' Technology Drive extension at a width of 120', and an additional 250' along the southerly edge of Adams Road to accommodate potential requirements for a right turn lane, acceleration taper and modifications to the existing pathways. In addition, HRC will also survey basic geometrics (back of curb / edge of metal) of the M-59 ramp terminus and Adams Road in the area of the connection. It is noted that prior to the survey, HRC proposes to coordinate any soil investigation and wetland flagging through the City's existing blanket contracts with respective Geotechnical and Environmental consultants. This will allow the locations of these features to be included in the survey. The survey will also include existing property lines, utilities, recorded easements, large trees, drains and other features within approximately 50' of the proposed centerline of the improvements.

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**Conceptual Design and Coordination** – HRC proposes to hold a preliminary scope meeting with key stakeholders, including the City, the Local Development Finance Authority (LDFA), MDOT and RCOC staff to discuss the proposed project. This meeting will assist the project team in identifying the key concerns for the project that will impact schedule, cost and design. In addition, two (2) progress meetings and a review meeting have been included for the purposes of this proposal.

Once the topographic survey is complete and the scope meeting has been held, HRC will begin the conceptual design of the Project. This design would include preliminary horizontal and vertical alignments, proposed roadway cross section and pavement design, impact to existing pedestrian facilities and utilities and a determination of right-of-way (ROW) needs. HRC will prepare conceptual plans, including this information as well as preliminary construction estimate for a submittal to RCOC and MDOT for review.

A plan review meeting will be scheduled with the appropriate parties, including MDOT and RCOC, to review the proposed plan. After comments are received, HRC will revise the concept plans and resubmit them to all parties. This submittal will end the EPE Phase, at which point the Preliminary Engineering Phase will begin. This final design phase is not included in this proposal.

**Schedule and Fees** – Upon authorization to proceed with these services and the completion of the wetland boundary marking and subsurface investigation, HRC will complete the EPE in approximately 12 weeks. Our total engineering fees for these services is \$30,295.00 that would be invoiced on a time basis in accordance with our current contract. Listed on Table 1 is a breakdown of the proposed project tasks, including the estimated hours and associated fees to complete the EPE.

Once the EPE is complete, the City will have conceptual plans that allow for final project scoping including more detailed cost estimates and a firm understanding of the right of way needs. This will also provide the City the opportunity to evaluate the potential to utilize grant funds that may be available to complete this project. Additionally, it is noted that the EPE does not correspond with direct additional engineering services. Rather, the concept plans would be utilized for final design preparation. It is felt that this project phasing will provide the City the most cost-effective means to complete this project.

As you're aware, HRC has the ability to provide complete engineering services through the design and construction process once a scope of final scope of the Project has been identified. Under separate proposal HRC will identify these design services, including right-of-way acquisition as warranted to meet the needs of the project. This proposal would be provided near the completion of the EPE, thereby providing the City time to review and approve these services and continue with project development and avoiding any potential delays.

We thank you for your consideration of HRC and your request for our proposal and hope that the information provided meets the City's desires. We look forward to working with the City again and will be happy to meet with you at your convenience to discuss this project. Should you concur with this proposal, please sign below to serve as our authorization to proceed.



Very truly yours,

HUBBELL, ROTH & CLARK, INC.

A handwritten signature in cursive script that reads "Daniel W. Mitchell".

Daniel W. Mitchell, P.E.  
Associate

CEH/ch

Attachment

pc: HRC; W. Alix, N. Faught, C. Hart, File

Recommended by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_  
Paul Davis, City Engineer

Date: \_\_\_\_\_

Approved by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_  
Bryan K. Barnett, Mayor

Date: \_\_\_\_\_

**CITY OF ROCHESTER HILLS  
TECHNOLOGY DRIVE EXTENSION PROJECT**

**TABLE 1  
ESTIMATED HOURS AND FEES**

March 9, 2009

HRC Job No. 20090092

Task Description	Rate Classification & Estimated Hours								Total Hours
	Associate/ Project Manager	Project Engineer	Designer	Sr. Tech.	Technician	Survey Crew (3-man crew)	Survey Office	Clerical & Repro.	
<b>EARLY PRELIMINARY ENGINEERING</b>									
1 Meetings (4 Total incl. City, RCOC & MDOT)	16		24	4				4	48
2 Topographical Survey	2	1				20	6		29
3 ROW Research							10		10
4 Prepare Conceptual Plans (Horiz. Alignment)	8	12	24	20	12				76
5 Prepare Conceptual Plans (Vert. Alignment)	4	10	8	20	4				46
6 Prepare Conceptual Plans (Grading Limits)	2	4	8	8	4				26
7 Prepare Conceptual Plans (Pathway Design)	4	4	8	16	4				36
8 Prepare Conceptual Plans (Typical Sections & Details)	2	2	8	8	8				28
<b>SUBTOTALS</b>	<b>38</b>	<b>33</b>	<b>80</b>	<b>76</b>	<b>32</b>	<b>20</b>	<b>16</b>	<b>4</b>	<b>299</b>
<b>PROJECT TOTALS</b>	<b>38</b>	<b>33</b>	<b>80</b>	<b>76</b>	<b>32</b>	<b>20</b>	<b>16</b>	<b>4</b>	<b>299</b>

**ESTIMATED FEE SUMMARY**

PERSONNEL	HOURS	RATE	TOTAL
Associate/ Project Manager	38	\$ 46.00	\$ 1,748.00
Project Engineer	33	\$ 37.00	\$ 1,221.00
Designer	80	\$ 34.00	\$ 2,720.00
Sr. Tech.	76	\$ 30.00	\$ 2,280.00
Technician	32	\$ 21.00	\$ 672.00
Survey Crew (3-man crew)	20	\$ 63.00	\$ 1,260.00
Survey Office	16	\$ 29.00	\$ 464.00
Clerical & Repro.	4	\$ 20.00	\$ 80.00
<b>TOTAL DIRECT PAYROLL</b>			<b>\$ 10,445.00</b>
<b>TOTAL INDIRECT PAYROLL (1.9)</b>			<b>\$ 19,850.00</b>
<b>TOTAL ESTIMATED COST</b>			<b>\$ 30,295.00</b>