



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2020-0421

**TO:** Mayor and City Council Members  
**FROM:** Allan E. Schneck, P.E., Director of Public Services  
**DATE:** November 16, 2020  
**SUBJECT:** Hamlin Road Rehabilitation (Adams to Crooks), CIP MR-02K  
Professional Engineering Services, City File No. E21-004

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for preliminary engineering (PE) services for the Hamlin Road Reconstruction Project from Crooks to Adams to Nowak & Fraus Engineers, Pontiac, Michigan in the amount not-to-exceed \$289,552.00

**REASON FOR PURCHASE:**

The Hamlin Road (Adams to Crooks) project is in the approved Capital Improvement Plan (CIP) and the project funding is identified in both City Council approved 2020 & 2021 budgets. To prepare for the reconstruction in 2021, the next step is to proceed with the Preliminary Engineering (PE) of the project. The scope of services for the PE phase will prepare the engineering construction plans & specifications for bidding the project.

Nowak & Fraus Engineers (NFE) is one of the City's on-call professional engineering firms and is recommended to be utilized for these services on this project. The attached proposal was requested from NFE to perform the necessary work to create engineering design documents for future (January 2021) bidding of the reconstruction of Hamlin Road.

**PROCESS:**

**Vendor Name and Address:**

Nowak & Fraus Engineers  
46777 Woodward Avenue  
Pontiac, MI 48342

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order/Contract

**BUDGET:**

Funding is included in the FY 2020 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road Fund	452.970000	Construction	\$320,000	\$289,552	\$30,448

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for preliminary engineering (PE) services for the Hamlin Road Reconstruction Project from Crooks to Adams to Nowak & Fraus Engineers, Pontiac, Michigan in the amount not-to-exceed \$289,552.00 and further authorize the Mayor to execute the contract on behalf of the City.

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APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney       Yes       N/A