



November 10, 2023

City of Rochester Hills
1000 Rochester Hills Dr.
City of Rochester Hills, MI 48309-3033

Attn: Tracey Balint, P.E.
Public Utilities Engineering Manager

Re: Innovation Hills Sewer Extension
Proposal for Design Engineering Services

HRC Job No. 20220926

Dear Ms. Balint:

We are pleased to offer this proposal for the design of a sanitary sewer extension project that will provide sanitary service to Innovation Hills Park. Hubbell, Roth & Clark, Inc. (HRC) has extensive experience with the City of Rochester Hills wastewater collection system and has provided engineering services towards the planning, design and construction for much of the City's system. Our understanding of the work involved with this project is based on our past experience and our July 21, 2023 meeting where the preliminary study report and potential alternatives were discussed. We propose to complete this work in accordance with our existing Engineering Service Agreement and the following project specific information.

Project Description and Scope of Services:

The City would like to provide wastewater sewer service to Innovation Hills Park by summer 2024. Public use of the Park continues to grow and is rapidly outpacing the wastewater service provided by pumping and hauling the existing vault restroom and a number of portable toilets. After review of the Preliminary Study and alternatives presented, the City decided to pursue the pump station design. After that decision, HRC received some current project bid pricing from a similarly-sized pump station project in a nearby community. The bids received were substantially higher than anticipated, leading us to believe that the cost for the Innovation Hills pump station will likely trend in that direction. A supplemental report explaining this was emailed on September 22, 2023, and also outlined a variation on the gravity sewer alternative that could be potentially considered. The City has elected to pursue the gravity sewer alternative, and this proposal provides the estimated design engineering services needed to complete plans and specifications for construction of this project in 2024.

Our scope of services for the design phase would include the following tasks and associated hours of engineering services:

- 1) Continue Preliminary Engineering for Modified Gravity Sewer Alternative 120 hrs
 - Request up-to-date utility information along Hamlin Road
 - Research existing easements and needs for project, both temporary and permanent
 - Evaluate feasible alignments and associated estimates of construction cost
 - Provide information in a written Feasibility Study
- 2) Obtain Supplemental Topographic Survey for Gravity Sewer Alternative 100 hrs
- 3) Provide Assistance for Procurement of Necessary Easements for Selected Alternative 130 hrs
 - Draft Easement Documents for Temporary and/or Permanent Easements (if necessary)
 - Correspond with Property Owners, and have Individual Meetings as Needed
 - Facilitate Easement Negotiations between City and Property Owners as Needed
 - Coordinate Easement Signatures and Recording at Oakland County as Needed
 - Assuming Easement Conditions will be limited to restoring to match existing conditions

- 4) Prepare Design Plans and Specifications for Selected Alternative 250 hrs
 - Assuming 2 progress meetings during design phase
 - 5) Prepare Application & Basis-of-Design documentation for Act 451 Part 41 Permitting through EGLE..... 80 hrs
 - Assume 8 weeks in total for WRC and EGLE review and permit issuance
 - 6) Provide Assistance during Bidding Phase 40 hrs
 - Answer bidder questions, and facilitate Pre-Bid meeting
 - Prepare addenda (if needed)
 - Review Bids, prepare bid tabulation, check references and prepare letter for recommendation of award
- TOTAL 720 hrs**

Our proposal includes costs for preparing Easement Documents and assisting with their procurement and recording. However, our costs do not include obtaining appraisals if needed; we assume those services would be contracted by the City separately. We are also assuming that we will be coordinating with the City's Geotechnical Engineering Consultant for subsurface soil and groundwater investigation and related professional services. Engineering services for the construction phase are not included, and we can provide a separate proposal for that after the design phase is complete.

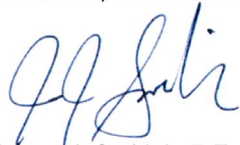
Mr. James Surhigh, P.E., will serve as HRC's Project Manager. He has extensive experience working with City staff and managing comparable projects. Dan Mitchell, P.E. will provide project oversight, staffing coordination, and communication as required to ensure a successful project. Other staff from HRC's project team includes engineering, surveying, CADD, GIS personnel, and ROW/Easement Specialist. We would propose a **not-to-exceed fee of \$86,500** for these services (based on a blended rate of approximately \$120/hr), which would be billed for on a monthly basis at our various staff rates, in accordance with our current Engineering Services Agreement, and will not be exceeded without your written approval.

We propose a project schedule of 8 weeks following authorization to proceed for Task 1 & 2, Task 3 will be ongoing throughout design and we cannot predict if there will be any schedule delays caused by non-responsive property owners or other causes beyond our control, and then having plans & specifications ready for bidding on February 26, 2024 (provided authorization to proceed is received within the next week).

Again, we appreciate the opportunity and look forward to providing our services to the City of Rochester Hills for this project. If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



James J. Surhigh, P.E.
 Senior Associate

Recommended by:
 CITY OF ROCHESTER HILLS

 Tracey Balint, P.E.
 Public Utilities Engineering Manager

Date: _____

Attachment

Approved by:
 CITY OF ROCHESTER HILLS

pc: HRC; D. Mitchell, B. Shepler

 Bryan K. Barnett, Mayor

Date: _____