



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2013-0111

TO: Mayor and City Council Members
FROM: Mike Hartner, Director of Parks and Forestry Department
DATE: April 8, 2013
SUBJECT: Riverbend Park Project Development – Engineering and Environmental Services

REQUEST:

City Council is requested to increase the blanket purchase order for Engineering and Environmental Services for Riverbend Park Project Development to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$43,500.00 for a not-to-exceed amount of \$60,570.00 through December 31, 2013.

REASON FOR PURCHASE:

Hubbell, Roth & Clark, Inc. with project partner, Landscape Architects and Planners and Niswander Environmental Inc., have completed Phase I-A tasks including an initial site investigation and collaborative analysis, early concept designs and a project meeting with the Michigan Department of Environmental Quality.

The next phase of the services (Phase I-B) will include completion of initial site evaluation, concept development, estimates of cost, schedule and phasing requirements suitable to include the project in the City's Parks and Recreation Master Plan and the issuance of a Basis of Design report for the overall project. The proposal to complete Phase I-B is a not-to-exceed amount of \$43,500.00.

Hubbell, Roth & Clark, Inc. is one of three engineering firms selected through a Request for Proposals process. The firm, together with its project partners, are qualified to provide the professional efforts required for the development of Riverbend Park meeting the goals and objectives of the City.

PROCESS:

Vendor Name and Address:

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

Reason for Selection:

Best Value and Qualifications

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funds included in FY 2013 Adopted Budget

Fund Name	Department Account No	Account No. Description	Remaining Budget Amount	Cost	Remaining Budget
631	974000	Fac-Land Improvement	\$89,500	\$60,570.00	\$28,930.00

*Remaining Project budget = \$100,000 Budget less (\$7,500) Geotechnical, less (\$3,000) Wetland and Environmental

RECOMMENDATION:

It is recommended that the Rochester Hills City Council hereby authorize an increase to the blanket purchase order for Engineering and Environmental Services for Riverbend Park Project Development to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount of \$43,500.00 for a new not-to-exceed amount of \$60,570.00 through December 31, 2013 and further authorizes the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		