



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: 2017-0432

**TO:** Mayor and City Council Members

**FROM:** Allan E. Schneck, P.E., Director of Public Services

**DATE:** September 25, 2017

**SUBJECT:** Preliminary Engineering Services for Hamlin Road Rehabilitation (West City limits to 500' East of Adams), City File # E17-006

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**REQUEST:**

The Department of Public Services recommends City Council approve a contract/blanket purchase order for Preliminary Engineering services to Hubbell, Roth and Clark (HRC) Inc., Bloomfield Hills, MI for the Hamlin Road Rehabilitation Project in the amount not-to-exceed \$286,580.00 in which 50% will be reimbursed by the Road Commission for Oakland County (RCOC).

**REASON FOR PURCHASE:**

The City and RCOC have agreed to rehabilitate the segment of Hamlin Road, currently under RCOC jurisdiction. Upon completion of the proposed improvements, the project will be turned over to the City's jurisdiction. Hamlin Road is to be rehabilitated, including the removal and replacement of the existing concrete pavement and concrete curb and gutter. The project limits are from the west City limits to approximately 500' feet east of Adams to include the first turnaround east of the intersection. The Scope of Services include a topographic survey, design documents and utility coordination.

**PROCESS:**

**Vendor Name and Address:**

Hubbell, Roth and Clark, Inc.  
555 Hulet Drive  
Bloomfield Hills, MI 48302-0360

**Reason for Selection:**

Quality Based Selection

**Method of Purchase:**

Blanket Purchase Order

**BUDGET:**

Costs associated with the Hamlin Road Rehabilitation project are identified 2018 Proposed Budget [= \$2.8M]. The total cost of Preliminary Engineering (P/E) will be \$286,580 with 50% being reimbursed by RCOC or \$143,290.

It is proposed to “move forward” a portion of project funding included in the 2018 Proposed Budget, to begin P/E services for this project in FY 2017. This will allow for putting the project out for bid in early FY2018, which is optimal timing for obtaining the lowest contractor costs.

If approved by City Council, a 4<sup>th</sup> Quarter 2017 Budget Amendment will be prepared in the amount of P/E services to be anticipated provided through FY2017, along with RCOC reimbursement share. The source of funding for FY2017 P/E is proposed to be from Major Road Fund Balance. The 2018 project budget will be reduced by the amount of P/E performed in FY 2017 to keep the same bottom line project cost and impact on Major Road Fund Balance.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Major Road	452.970000	Construction & Improvements	\$0	\$286,580	(\$286,580)

**RECOMMENDATION:**

It is recommended that City Council approve a blanket purchase order/contract to Hubbell, Roth and Clark, Inc., Bloomfield Hills, MI for Preliminary Engineering Design Services for Hamlin Road Rehabilitation in the amount not-to-exceed \$286,580.00, in which 50% of this cost will be reimbursed by the Road Commission for Oakland County (RCOC).

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