



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: 2018-0032

TO: Mayor and City Council Members
FROM: Ken Elwert, Director of Parks and Natural Resources
DATE: February 26, 2018
SUBJECT: Innovation Hills Engineering Services

REQUEST:

City Council is requested to authorize a contract/blanket purchase order for engineering services for the design, plan and specification development of various trail developments, parking lot design, restroom construction, and tree removal within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$103,220.00.

REASON FOR PURCHASE:

Hubbell, Roth & Clark, Inc. is one of the City's selected engineering firms that was conducted through a Request for Proposals process. HRC is qualified and the most experienced engineering firm to perform these services based on their project background to provide the profession efforts required for the needed engineering services, as well as their history with Innovation Hills since the start of its development when it was Riverbend Park.

Requested engineering services are for the Beaver Trail Development, Brooksie Way Trail Development, Pond Trail Development, South Loop Trail Development, Woodland Trail/Boardwalk Development, the Parking Lot Design, restroom construction, and advanced tree removal services needed for various trail opportunities.

We anticipate additional requests for engineering services on other projects at Innovation Hills coming forward to Council in the upcoming months as they are identified and needed.

PROCESS:

Vendor Name and Address:

Hubbell, Roth & Clark, Inc.
555 Hulet Drive
Bloomfield Hills, MI 48302

Reason for Selection:

Quality Based Selection

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the 2018 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.974000	Land Improvement	\$3,344,995	\$103,220	\$3,241,775

RECOMMENDATION:

It is recommended that City Council authorize a contract/blanket purchase order for engineering services for the design, plan and specification development of various trail developments, parking lot design, and tree removal within Innovation Hills to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$103,220.00.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director	<i>Ken Chrost</i>	<i>2/20/18</i>
Budget Content: Finance Director	<i>Joe Snyder</i>	<i>2/20/18</i>
Purchasing Process: Supervisor of Procurement	<i>Lisa Cummins</i>	<i>2/20/18</i>
Mayor		
Deputy Clerk	<i>Deanna L. Loto</i>	<i>2-20-18</i>