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February 26, 2013

City of Rochester Hills  
1000 Rochester Hills Drive  
Rochester Hills, Michigan 48309

Attn: Mr. Roger Moore, P.S.

Re: Riverbend Park – Project Development  
Proposal for Professional Engineering and Environmental Services  
Phase I-B, Completion of Initial Site Evaluation and Concept Development

HRC Job No. 20120638

Dear Mr. Moore:

Hubbell, Roth & Clark, Inc. (HRC) and our project partners Landscape Architects and Planners (LAP) and Niswander Environmental, Inc. (NEI) are pleased to offer this proposal to complete the initial site evaluations and develop a final concept design on the above referenced park development project. This proposal builds off the work previously completed under the City's November 30, 2012 approval of the Phase I-A tasks. The summary of work performed under Phase I-A will be submitted separately.

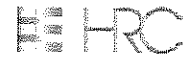
Phase I, divided into two proposals at the request of the City, is to investigate the site, explore park and recreational needs and activities, develop site concepts, and prepare estimates of cost, schedules, and phasing requirements suitable to include the project in the City's Parks and Recreation Master Plan and issue a Basis of Design report for the overall project. Phase II will cover the development of contract documents suitable for permitting and bidding once a concept plan has been developed and approved. Phase III will include project bidding and construction. Our costs for Phases II and III are not included herein as the scope of work will not be determined until the end of Phase I-B. We will include all necessary costs for these phases in the Basis of Design report.

Per your request, we have merged the scopes of work from our team into one proposal, identifying firm costs and lead responsibilities where appropriate. LAP will continue to be responsible for developing site concepts, engaging the public, and adding the project into the City's Parks and Recreation Master Plan. HRC's tasks include assisting with site investigations, development of site amenity concepts, cost estimating, and searching for available funding. NEI will be assisting with invasive and landscape planning. We have also included some preliminary costs for the start of an invasive vegetation management program and working with the project benefactor to finalize a plan.

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Task 1 – Conceptual Design Refinement

- a. LAP will continue to analyze deficiencies and opportunities relative to a number of categories including site, programs, revenue, operations, events and maintenance. LAP will further refine the program elements and any possible funding sources. LAP will refine Concept Plan 2 with input from the City and donor. The overall program will continue to be reviewed and refined.
- b. HRC will participate in the refinement of concept designs with a focus on environmental improvements and storm water treatments, trail and parking design and constructability of the recommended improvements. HRC will provide a peer review of the LAP information and assist with the development of cost estimates.
- c. HRC and LAP will develop concepts related to a unique site feature or set of features that will make this park stand out and become a regional attraction.

**HRC: 60 Hours @ Cost = \$7,000**  
**LAP: 95 Hours @ Cost = \$8,500**

Task 2 – Public Engagement and Master Plan Report

- a. LAP will prepare for and facilitate a Public Meeting for the two adjoining subdivisions to discuss the “State of the Park”, existing conditions, City goals, management plans, present the concept, and receive feedback. This information will be added to the program documents previously prepared and a complete Draft Master Plan will be generated including data analysis, park design concepts, details, phasing limits, costs estimates, and funding needs. This will be made available for public input. LAP will then prepare for and present the plan to the Planning Commission, and City Council if needed. A Final Master Plan will be submitted to the City including a mounted 24”x36” rendering of the site.
- b. HRC will assist in this effort and attend all meetings with the City and public. HRC will work with LAP on preparing for these meetings and documenting their outcomes.

**HRC: 40 Hours @ Cost = \$5,000**  
**LAP: 60 Hours @ Cost = \$6,500**

Task 3 – Additional Site Investigation

- a. NEI will perform a more detailed habitat assessment and wetland delineation according to MDEQ standards. We have assumed that the City will survey the wetland limits and other site features requested at this time.
- b. HRC will assist as needed including laying out a preliminary path location.
- c. LAP will assist as needed.

**HRC: 20 Hours @ Cost = \$2,500**  
**NEI: 100 Hours @ Cost = \$10,000**  
**LAP: 5 Hours @ Cost = \$500**

Task 4 – Basis of Design Report

- a. HRC/LAP will develop a cursory Basis of Design Report highlighting the selected first phase of design and construction including sketches, costs, schedules, and funding needs and sources.

**HRC: 20 Hours @ Cost = \$2,500**  
**LAP: 12 Hours @ Cost = \$1,000**

**Budget Phase I-B**

Based on the above scope of Phase I work, the total budget is estimated at \$43,500. HRC tasks are estimated at \$17,000. Sub consultant fees including mark-up total \$26,500 with an itemized budget



breakdown of LAP at \$16,500 and NEI at \$10,000. This will not be exceeded without prior authorization and completed in accordance with our Agreement for Professional Engineering Services.

**Additional Tasks**

In addition, we offer the following tasks for your consideration at this time.

**Task A1 – Invasive Vegetation Management Treatments**

- a. NEI will utilize the invasive species control plan, obtain all necessary approvals, and implement the first treatment. This will prep the site and enable the City to work through the correct process before substantial work begins.

**NEI: 150 Hours @ Cost = \$15,000**  
**HRC: 8 Hours @ Cost = \$1,000**

**Task A2 – Invasive Vegetation Management Bidding (in lieu of Task A1 above)**

- a. If necessary, NEI and HRC can prepare a bid package for this work or subsequent treatments.

**HRC: 10 Hours @ Cost = \$1,200**  
**NEI: 40 Hours @ Cost = \$4,000**  
**Treatment #1 Budget = \$15,000**

**Task B – Concept Designs with Benefactor**

- a. HRC and LAP will meet with the Benefactor or discuss the project with him periodically to gain understanding as to his goals and objectives and explain the City's process. This time will be tracked separately.

**HRC: 40 Hours @ Cost = \$5,000**  
**LAP: 10 Hours @ Cost = \$1,000**

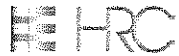
**Deliverables**

All project deliverables will be in digital format and provided to the City via Base Camp or flash drive. A final project portfolio will also be created and sent to the City. One (1) 24"x36" color rendering will be mounted and provided to the City.

**Schedule**

HRC/LAP proposes to begin the project immediately upon authorization and have the first public meeting in mid to late March. Final basis of design and Phase I construction design proposals will be provided to the City by May. This should be adequate time to design and construct a majority of the Phase I improvements in 2013. A decision on the manner to proceed with invasive treatments should be made as soon as possible.

If this proposal is deemed acceptable, please sign and return one copy to this office and retain one for your files. Thank you for the opportunity to provide the City with professional consulting services. If you have any questions or require any additional information, please contact me at (248) 454-6300.



Very truly yours,

HUBBELL, ROTH & CLARK, INC.

A handwritten signature in black ink that reads "Daniel W. Mitchell". The signature is written in a cursive, flowing style.

\_\_\_\_\_  
Daniel W. Mitchell, P.E.  
Vice President

Date: \_\_\_\_\_

pc: HRC; W. Alix, J. Burton, R. Myllyoja, File  
LAP; B. Ford, M, Hull  
NEI; S. Niswander

Recommended by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_

Date: \_\_\_\_\_

Approved by:  
CITY OF ROCHESTER HILLS

\_\_\_\_\_

Bryan K. Barnett, Mayor

Date: \_\_\_\_\_