

**INDIVIDUAL PROJECT SUPPLEMENT NO. 23**

Dated \_\_\_\_\_  
To \_\_\_\_\_

**CONTINUING SERVICES AGREEMENT**

Between

**Orchard, Hiltz & McCliment, Inc.**

and

**City of Rochester Hills**

Dated \_\_\_\_\_  
For

**PROFESSIONAL SERVICES**

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PROJECT: Hillview Road S.A.D. – Engineering Design Services  
City File No. E98-004

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**ATTACHMENT A - SCOPE OF SERVICES**

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**Description of Project**

Paving of Hillview Road from Orion Road to the east end of the existing road.

**Design Criteria and Standards**

1. The project will be designed in English units. The plans will show the horizontal and profile view on the same sheet and will be at a scale of 1" = 40' horizontal and 1" = 4' vertical.
2. The road cross section shall be 22' wide bituminous pavement with grass shoulders and swales. The pavement cross slope will be 2 ½% and the shoulder slope will be 5%.
3. Depth of swales is limited to 24" below the proposed outer edge of the shoulder point. Transitional slopes from the swales will be provided to blend to the existing property and will be in a condition readily maintainable by the property owner.
4. Curb and gutter and/or ditch enclosures are to be used at select locations dependent on existing topography and site conditions.
5. Minimize tree removal as part of design.
6. The project is to be designed to limit future maintenance and address public safety issues; e.g. sight distance, fixed obstacles, etc. within the Hillview Road right-of-way.
7. Review the project for adequate road drainage from side yard and front yard areas abutting the roadway.
8. Frontage areas, including new swales, will be restored with topsoil and sod. Other areas will be reviewed to determine whether seed and mulch can be used to reduce costs.

Attachments A, B and C

9. Gravel driveways will be paved up to the property line.
10. Existing mailboxes shall be removed and reinstalled on new wood posts.
11. Project limits begin near the east right-of-way line of Orion Road and extend east to the end of the existing gravel road. There will be an offsite storm water discharge easement also included.

**CONSULTANT Responsibilities:**

**Preliminary Design Phase**

1. Provide topographic survey.
2. Provide structure inventories for all structures within the project limits defining depth of structure, condition and pipe direction and size of all pipes entering the structure.
3. The existing right-of-way and property line information will be created from tax description information. The data supplied from the City's Geographic Information System will also aid in the creation of the existing right-of-way.
4. The existing water main and sanitary sewer information will be merged into the plans from data supplied from the City's Geographic Information System.
5. Coordinate the services of the City's geotechnical investigation firm.
6. Contact private utility companies and place private utility information that is provided by the companies onto the plans.
7. Provide preliminary line and grade plans including grading limits.
8. Prepare preliminary engineer's opinion of probable construction cost
9. Perform Quality Control/Quality Assurance review.
10. Submit for approval by the CITY: preliminary plans, special provisions and engineer's opinion of probable construction cost for the PROJECT.
11. Meet with CITY staff and the residents' delegate at the PROJECT site for a plans-in-hand "walk-through" of the road.
12. Attend a public information meeting with members of the CITY staff.

**Final Design Phase**

1. After approval and acceptance of the preliminary plans, special provisions and engineer's opinion of probable construction cost by the CITY, prepare and submit final contract documents, estimates of quantities, design calculations if requested, and engineer's opinion of probable construction cost for all necessary work included in the design of the PROJECT.

2. On completion of the design of the PROJECT and final approval thereof by the CITY, deliver to the CITY the following:
  - a. One (1) reproducible set of final contract documents and 20 copied sets to the City for bid letting purposes.
  - b. One (1) reproducible copy of the proposal book and 20 copied sets to the City for bid letting purposes.
  - c. One (1) set of opinion of probable cost of construction.
  - d. One (1) reproducible set of design calculations, if requested.
  - e. Upon request by the CITY, make available thereto, notes utilized in the preparation of the contract documents and opinions of probable cost.
  - f. The bid documents will utilize the 2003 Michigan Department of Transportation Standard Specifications for Construction, including applicable Supplemental Specifications and Special Provisions. The City's requirements for bonds, insurance, and contracts shall be incorporated into the proposal book.
3. Define grading permits and prepare grading permit documents as required. Acquisition of the grading permits is not included in this scope of services.
4. Furnish the City with design notes, survey information and as-requested quantity calculations.
5. Prepare application forms and assemble all supporting information for the Oakland County Drain Commissioner for soil erosion control for the job.

**CITY Responsibilities:**

1. Provide existing water main and sanitary sewer line information.
2. Provide existing right-of way information from the City's GIS system to aid in the creation of the existing right-of-way lines.
3. Review and comment in a timely fashion for all submittals.
4. Provide geotechnical investigations including adequacy of the existing gravel base, pavement design and recommendations for any special treatment.
5. Provide access for any off-site easements required for storm drainage.
6. Payment of any necessary agency reviews.

**ATTACHMENT B - PERIOD OF SERVICE**

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The CONSULTANT will perform SERVICES and provide deliverables according to the following schedule.

CONSULTANT will begin survey service on this project within two weeks after authorization from the City. Preliminary plans will be delivered within 12 weeks of receiving the notice to proceed. Final plans will be submitted within 4 weeks of receiving your review comments of the preliminary plans. The final bid package will be submitted within 2 weeks of receiving final plan review comments.

**ATTACHMENT C - COMPENSATION AND PAYMENTS**

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CONSULTANT will be compensated on the basis of actual costs plus a fixed fee. The total amount will not exceed Fifty Thousand, Seven Hundred Eighty-Three Dollars and Sixty-Six Cents (\$50,783.66). This amount includes a fixed fee for profit of Six Thousand, Six Hundred Twenty-Three Dollars and Ninety-Six Cents (\$6,623.96). See the attached Derivation of Cost Proposal (Exhibit 1). If work is not required within the Orion Road right-of-way, the total amount will not exceed Forty-One Thousand, Fifty-Five Dollars and Thirty-Two Cents (\$41,055.32). This amount includes a fixed fee for profit of Five Thousand, Three Hundred Fifty-Five Dollars and Four Cents (\$5,355.04). See the attached Derivation of Cost Proposal (Exhibit 2).

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**CITY OF ROCHESTER HILLS**

BY: \_\_\_\_\_  
Pat Somerville  
Mayor

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In the presence of:

BY: \_\_\_\_\_  
Beverly A. Jasinski  
Clerk

\_\_\_\_\_  
In the presence of:

**ORCHARD, HILTZ & McCLIMENT, INC.**

BY: \_\_\_\_\_  
Daniel G. Fredendall, P.E.  
Executive Vice President

\_\_\_\_\_  
In the presence of: