



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: 2026-0071

TO: Mayor and City Council Members
FROM: Tracey Balint, P.E., Interim Director, Department of Public Services
DATE: February 23, 2026
SUBJECT: As-Needed Construction Survey and Inspection Services

REQUEST:

City Council is requested to authorize a blanket purchase order for as needed construction survey and inspection services to Hubbell, Roth & Clark (HRC), Inc., Bloomfield Hills, Michigan and Anderson, Eckstein & Westrick (AEW), Inc., Shelby Township, Michigan in the amount not-to-exceed \$477,500.00 through October 31, 2028.

REASON FOR PURCHASE:

The City issued Request for Proposals for its On-Call Professional Engineering Services Contract. The City selected five (5) firms to be retained under this contract in order for the City to select the services of the appropriate firm at the time of a project based on their capacity and experience. The City has determined through this process that HRC and AEW are the best firms to perform construction inspection and surveying services and is requesting authorization of a blanket purchase order for these services.

Due to numerous private development projects, the Department of Public Services is requesting assistance from these two firms to perform as needed construction inspection and surveying services. Construction inspection services performed on private development projects are pass-through in nature, meaning that offsetting private developer escrow funds will be charged as revenue to offset the private inspection expenditures. Services for this blanket are generally for private projects. Occasionally, the City has a need to supplement our staff and will engage these firms for assistance on public projects.

PROCESS:

Vendor Name and Address:

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

Anderson, Eckstein, & Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

Reason for Selection:

Quality Based Selection

Method of Purchase:
Blanket Purchase Order

BUDGET:

Funding is included in the FY 2026 Adopted Budget and the FY 2027-2028 Projected Budgets.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Local Street - Construction	454.801000	Professionals Services	\$62,500	\$62,500	\$0
Water Resources	244.801000	Professionals Services	\$125,000	\$125,000	\$0
Sewer	510.801000	Professionals Services	\$125,000	\$125,000	\$0
Water	530.801000	Professionals Services	\$125,000	\$125,000	\$0
Major Road - Construction	452.970000	Construction	\$10,000	\$10,000	\$0
Local Street - Construction	454.970000	Construction	\$10,000	\$10,000	\$0
Pathway - Construction	403.974000	Land Improvement	\$10,000	\$10,000	\$0
W&S Capital	593.972000	Mains & Services	\$10,000	\$10,000	\$0
		Total	\$477,500	\$477,500	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for as needed construction survey and inspection services to Hubbell, Roth & Clark (HRC), Inc., Bloomfield Hills, Michigan and Anderson, Eckstein & Westrick (AEW), Inc., Shelby Township, Michigan in the amount not-to-exceed \$477,500.00 through October 31, 2028.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A