



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2025-0460

TO: Mayor and City Council Members

FROM: Tracey Balint, P.E., Interim Director Department of Public Services

DATE: November 10, 2025

SUBJECT: Preliminary Professional Engineering for Study and Design of RC-01 Improvement Project
City File #E26-010

REQUEST:

City Council is requested to authorize a blanket purchase order/contract for preliminary engineering services for the study and design related to RC-01 Improvement project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$54,100.00 and further authorized the Procurement Manager to execute an agreement on behalf of the City.

REASON FOR PURCHASE:

The existing valves, piping and Pressure Reducing Valves (PRVs) within the underground vault at RC-01 were constructed in the early 1970s and are nearing the end of their useful life. Approval is requested for preliminary engineering and design services to replace the outdated equipment, right-size the PRVs based on current and future capacity needs, and design a necessary utility chase to allow for the removal and replacement of large components.

A key benefit of proceeding now is the ability to coordinate City improvements with the planned GLWA meter replacement program at RC-01. This coordination will allow for shared system shutdowns, optimizing efficiency and potentially reducing overall project costs. The City is recommending HRC, one of the City's on-call engineering firms, to perform the required services due to their extensive history and familiarity with both our water system and coordination requirements with GLWA.

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 FY 2026 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
W&S Capital	593.972000	WS-46B: RC-01 Improvements PE	\$54,100	\$54,100	\$0

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order/contract for preliminary engineering services for the study and design related to RC-01 Improvement project to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$54,100.00 and further authorized the Procurement Manager to execute an agreement on behalf of the City.

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