



May 13, 2025

City of Rochester Hills
1000 Rochester Hills Dr.
Rochester Hills, MI 48309-3033

Attn: Tracey Balint, P.E., City Engineer

Re: SAD Paving Projects
Childress Avenue – 750-feet of Childress Avenue and Enid Drive
Dunning Road – East of Eastwood Drive
Proposal for Design Engineering Services

HRC Job No. 20250276.86

Dear Ms. Balint:

We are pleased to offer this proposal to perform preliminary engineering & design services for the Childress Avenue and Dunning Road SAD Paving projects. We propose completing this work in accordance with our existing Engineering Service Agreement and the following project-specific information.

Dunning Road paving consists of improving an existing gravel street for 9 homes which extends 450 feet east of Eastwood to the dead-end. The planned road will feature a 22-foot wide asphalt surface, grass shoulders, and an open ditch drainage system, adhering to the latest engineering standards and specifications set by the City of Rochester Hills for paving. Since sanitary and water main utilities are already present along Dunning Street, they will not be included in the project. The pavement will be designed to meet a 15-year service life performance standard. Driveway approaches will be constructed to match the existing material type and width from the edge of the road to the property line. Existing gravel driveway approaches will be paved asphalt. HRC has prepared a preliminary cost estimate for this work and it is expected that the cost of this project will be approximately \$300,000 to construct.

Childress Avenue paving consists of improving 750 feet of Childress Avenue and Enid Street for 9 homes. The planned road will feature a 22-foot wide asphalt surface, grass shoulders, and an open ditch drainage system, adhering to the latest engineering standards and specifications set by the City of Rochester Hills for paving. Curb and gutter with an enclosed storm sewer system may be required at locations to facilitate grading and due to ROW constraints. Since sanitary and water main utilities are already present along Childress Avenue and Enid Street, they will not be included in the project. Structure adjustments will be included with the project accordingly. The pavement will be designed to meet a 15-year service life performance standard. Driveway approaches will be constructed to match the existing material type and width from the edge of the road to the property line. Existing gravel driveway approaches will be paved asphalt. HRC has prepared a preliminary cost estimate for this work and it is expected that the cost of this project will be between \$500K-\$600K to construct.

Scope of Services:

Phase I Services – Pre-Engineering

Perform all field investigation and survey services required to support the full design development of the project. Field investigation and survey services will include the following:

- Dunning Road: ROW limits with an additional 10 feet beyond
- Childress Avenue and Enid Street: ROW limits with an additional 10 feet beyond
- Survey all utility structures including ATT, watermain, sanitary and storm sewers. This includes collecting invert and condition information at all watermain, sanitary and storm manholes.
- Survey and tag trees in accordance with the City's requirements

- Intersections will be surveyed approx. 50 ft beyond the spring points of the radii and driveways will be surveyed 5 to 10 ft beyond the ROW.
- Coordination with City's Geotech firm to obtain soil borings. This work will be contracted separately through the City. The Geotech scope will include soil borings, pavement design, infiltration testing, and any potential soil or subgrade stabilization recommendations.

Phase II Services – Preliminary Engineering

Prepare preliminary construction plans in accordance with City requirements. Construction plans to include the following:

- SESC plans
- Maintenance of Traffic (MOT) plans and MDOT permitting
- Detailed grading design for ADA sidewalk ramps
- Detailed grading as required for intersections
- Driveway grading and Slope Stake Line (SSL)
- Permanent signing & pavement marking plans
- Storm sewer improvements (i.e. new lateral sewers or additional catch basins at low points) that will connect to the existing county drain. HRC anticipates that water treatment devices will be included with the project but that detention or infiltration elements will not be required.
- Permitting through Oakland County Water Resource Commissioners office as required for Dunning Street
- Review existing reports and televised records of the existing sewers and include repairs that may require open cuts of the roadway.

HRC will request utility data from the companies, including municipal utilities, in the project area and add the necessary line work in plan and profile to the plans. HRC will include additional depth information to be provided by the respective utility companies and will schedule and attend meetings to coordinate existing information and potential conflicts. HRC has assumed that municipal facilities will not require relocation and has not included design and permitting of these facilities in this scope of work.

Phase III Services – Final Engineering

Documents will be prepared for a bid opening in early 2026 to ensure the project will be constructed and completed in 2026. HRC anticipates a January 2026 local bid letting with construction starting in April. HRC proposes the following schedule:

- Authorization: Spring 2025
- Topographic Survey & Utility Mapping Complete: June 2025
- Right of Way / Easement Acquisition: July 2023 – November 2023
- Base Plans, Prelim Cost Estimate & Resident Coordination Meeting: July 2025
- Prepare & Submit Preliminary Plans: September 2025
- Prepare & Submit Final Plans: November 2025
- Prepare & Submit Bid Documents: December 2026
- Bid Letting & Award: January 2026

For clarity, the following items are not included as part of our proposal:

- Structural design for earth retention
- New street lighting design
- Design of new irrigation or specialty signs (provisions for protecting/replacing existing irrigation will be include
- New traffic signal design or upgrades to existing traffic signals
- Sanitary sewer or water main design
- Title work and appraisals are not included. HRC will utilize existing county and city records for ownership and any market value assessments that may be required.
- MDOT LAP Design / Bid Letting requirements (NEPA, SHPO Coord., Programming)
- HRC assumes the existing drainage outlets are adequate and new trunkline / outlet sewers will not be required

- HRC has not included the design of storm water detention or infiltration prior to any new storm sewer draining to the existing county drain.
- HRC has not included any sewer televising but will review existing or city-provided records to determine if any repairs should be included in the project.

Mr. Jake Darnall, P.E., will be HRC's Project Manager for the Childress Avenue and Dunning Road Paving Projects based on his experience working with City staff and managing comparable projects. Charles Hart, P.E., will provide project oversight, staffing coordination, and communication as required to ensure a successful project. HRC's road design team has extensive experience working on comparable roadway reconstruction projects. The project team will also communicate regularly with Dan Mitchell and Brad Shepler to ensure the project is coordinated successfully and that the City's expectations are met.

HRC is ready to begin this job immediately and be prepared for construction to be completed in 2026. HRC is proposing to complete this work for a not to exceed cost of \$109,418.00. This will be invoiced on a time and material basis based on approved rates and in accordance with our contract with the City of Rochester Hills. Please see the attached spreadsheet for more detailed information about the derivation of our costs.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,
HUBBELL, ROTH & CLARK, INC.



Charles E. Hart, P.E.
Vice-President



Jacob Q. Darnall, P.E.
Transportation Manager

City of Rochester Hills; K. Depp, L. Hamilton, E. Barrette

Recommended By:
CITY OF ROCHESTER HILLS

Tracey Balint, PE, City Engineer

Date

Approved By:
CITY OF ROCHESTER HILLS

Lisa Cummins, Procurement Manager

Date

ATTACHMENT A
City of Rochester Hills
Hours / Costs for Preliminary Engineering Services - May 13, 2025
Dunning and Childress SAD Paving

Task Description	Principal QA/QC	Manager	Grad Engineer	Designer	Survey Office Super	Sr. Party Chief	Inst. Person	Total By Task
Topographic Survey & Property Lines	1	8	8	16	10	48	48	139
Meetings & Preparation	2	36	16	16				70
Business Communication	4	16	16					36
Horizontal & Vertical Alignments	4	8	40	32				84
Base Plans	1	20	60	60				141
Utility Mapping, Coord & Relocations	4	10	20	16				50
Storm Water Drainage Design	4	12	40	10				66
Maintenance of Traffic (MOT)	4	8	20	20				52
Prepare Preliminary Plans	2	20	40	40				102
Prepare Final Plans	2	20	80	80				182
Total Hours by Classification	28	158	340	290	10	48	48	922

	Hours	Hourly Rate*	Direct Cost
Principal	28	\$ 150.00	\$ 4,200.00
Manager	158	\$ 155.00	\$ 24,490.00
Graduate Engineer	340	\$ 110.00	\$ 37,400.00
Designer / Sr. CAD Tech	290	\$ 110.00	\$ 31,900.00
Survey Office Supervisor	10	\$ 130.00	\$ 1,300.00
Sr. Survey Party Chief	48	\$ 116.00	\$ 5,568.00
Survey Instrument Person	48	\$ 95.00	\$ 4,560.00
Sub total	922	Subtotal HRC Costs	\$ 109,418.00
		Design Total	\$ 109,418.00

* Estimated for project budgeting. Rates will be billed in accordance with HRC's contract with the City