



March 13, 2026

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

Attn: Tracey Balint, P.E., City Engineer/ Interim Director of Public Services

Re: 2026 Asphalt Road and Pathway Rehabilitation Program
Proposal for Construction Engineering Services

HRC Job No. 20250277

Dear Ms. Balint:

Per your request, HRC has prepared this scope of work for the construction engineering services for the 2026 Asphalt Road and Pathway Rehabilitation Program. Based on information provided by the City, this scope of work includes construction staking/layout, full-time on-site construction observation, and construction administration. The construction is anticipated to be awarded to Ajax Pavin Industries, who was the lowest bidder. The project's construction cost is estimated at \$2,916,200.19 based on bid tabulation from March 11, 2026.

This program is broken down into three parts as follows:

Part A – Proposed work consists of a full-width (22 foot wide) mill and overlay of the Shadow Woods Subdivision.

Part B – Proposed work consists of repairing existing Brewster Rd (Walton to Tienken) asphalt pathway before overlaying the entire length of Pathway.

Part C – Gravel road paving of Childress Avenue and Enid Street from Cloverport Avenue to Rochester Road.

HRC's scope of work is as follows. The tasks below are also included in the estimated hours and costs shown on the spreadsheet summary.

Key Assumptions:

HRC's scope of work is based on the following:

- Schedule – Based on the Progress Schedule, the anticipated start date will be in April 2026 with paving of Parts A and B to be completed by August 24, 2026 and final completion by September 14, 2026. The open to traffic date deadline for Part C is July 31, 2026 with a final completion date of October 10, 2026. HRC has estimated 30 weeks of full-time on-site observation.
- Staff – HRC has included one primary field/observation staff for this task. One representative will serve as the lead for the Project duration and a second additional representative is included for approximately 10 weeks during major operations and paving.

Contract Administration

HRC will provide complete construction contract administration including the preparation of regular pay applications, meeting minutes and engineering oversight. HRC will utilize MDOT's Field Manager program for the administration, reporting, and for generating estimates. Pay applications will be generated using the

City pay application spreadsheet. This task includes office technician / clerk efforts throughout the project.

Construction Engineering

HRC will attend regular bi-weekly progress meetings and provide additional design support as-needed during the project. HRC's design staff will attend progress meetings and prepare additional designs that may be necessary during construction. HRC will also utilize Constant Contact for communication with City residents and business owners to provide bi-weekly project updates as well as advance notifications prior to construction starting and major staging / Maintenance of Traffic (MOT) changes. HRC will also work closely with residents and business owners along the project route and serve as the primary contact for questions and concerns.

Construction Layout / Staking

HRC will provide construction staking and layout for underground utilities, sidewalk and roadway paving as required to complete the Project. Typical re-staking, including occasional contractor damage, is included.

On-Site Observation

HRC has included a Construction Observer to lead on-site observation. He will be supported by one additional observer during major work and paving operations, while the Contractor has multiple crews working on the roadway, driveways, utilities, and sidewalks. HRC will also have an experienced field supervisor working closely with the on-site team to assist when needed. HRC's field team will record daily construction activities and document pay items, measurements, and progress.

Material Testing

Material testing will be completed by the City's geotechnical subconsultant. HRC has included and can provide complete materials testing for the project and provide reports to the city and follow MDOT's requirements and procedures. This service has been included on an as-requested basis in the event that the City's geotechnical subconsultant does not perform these services.

HRC's CE Team

Mr. Charles Hart, P.E., will be overseeing the overall project to ensure the City's expectations are met and to assist with communication and staffing. HRC's Construction Project Engineer, Mr. Robert DeFrain, P.E., is a Senior Associate at HRC and will be responsible for the construction engineering and administration. Jake Darnall, P.E. will be responsible for communication efforts with the City, residents, and business owners. As the PM, he will remain involved throughout construction and will assist the construction team as-needed with potential design changes and provide background and design history to ensure the construction proceeds as-intended and designed. HRC's Construction Supervisor will be reviewing the project regularly and working closely with HRC's construction observer as required if situations warrant additional experience and judgment. HRC will have a full-time construction observer on-site at all times when construction is active, and the contractor is working. HRC will provide a supplemental construction observer if required at times where additional crews may be working, or on major paving and production days. This will ensure the project is well documented, tickets are collected, and construction operations are being closely watched for conformance with the plans and specifications.

Fee

HRC is ready to begin this job immediately upon construction contract award. HRC is proposing to complete this work for a not to exceed cost of \$344,077.40. 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 budgetary derivation of our costs.

The breakdown of this cost is as follows:

Part A –Shadow Woods Subdivision

\$205,275.06

Part B –Brewster Rd (Walton to Tienken) asphalt pathway

\$35,796.63

Part C –Childress Avenue and Enid Street

\$103,005.71

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

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



Jacob Q. Darnall, P.E.
Associate
Attachment

City of Rochester Hills; K. Depp
HRC; C. Hart, D. Mitchell, R. DeFrain, File

Recommended by:
CITY OF ROCHESTER HILLS

Tracey Balint, P.E., City Engineer/ Interim DPS Director

Date

Approved By:
CITY OF ROCHESTER HILLS

Lisa Cummins, Procurement Manager

Date

ATTACHMENT A
City of Rochester Hills
Hours / Costs for Construction Engineering Services - March 12, 2026
2026 Asphalt Road and Pathway Rehabilitation Program

Task Description	Principal	CE Proj. Eng	PM / Manager	Proj Eng	Const Admin / Clerk	Survey Crew (2)	Const Super visor	Constr Grad Eng	Constr. Observer	Testing Engineer	Super. Lab Testing	Testing Technician	Total By Task
Contract Administration	16	96	80	160	200	200							752
Construction Engineering	10	96	80	160									346
Const Layout / Staking		16		40									56
On-Site Observation	8	30					120	400	1200				1758
Materials Testing										20	80	160	260
Total Hours by Classification	34	238	160	360	200	200	120	400	1200	20	80	160	3172

	Hours	Billable Hourly Rate	Direct Cost
Principal / Vice President	34	\$ 145.00	\$ 4,930.00
Const Project Engineer	238	\$ 166.00	\$ 39,508.00
Project Manager (Associate)	160	\$ 150.00	\$ 24,000.00
Project Engineer	360	\$ 130.00	\$ 46,800.00
Construction Clerk / Office Tech	200	\$ 75.00	\$ 15,000.00
2-Person Survey Crew	200	\$ 226.00	\$ 45,200.00
Construction Supervisor	120	\$ 124.41	\$ 14,929.20
Construction Graduate Engineer	400	\$ 96.00	\$ 38,400.00
Construction Observer	1200	\$ 80.00	\$ 96,000.00
Testing Engineer	20	\$ 121.51	\$ 2,430.20
Supervisor Lab. Testing	80	\$ 77.00	\$ 6,160.00
Testing Technician	160	\$ 67.00	\$ 10,720.00
Sub total - Direct Hours / Labor	3172		\$ 344,077.40

Total Construction Engineering Costs \$ 344,077.40