



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

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Legislative File No: 2024-0467

**TO:** Mayor and City Council Members

**FROM:** Matt Einheuser, Natural Resources Manager

**DATE:** October 21, 2024

**SUBJECT:** Preliminary Engineering Services for the Innovation Hills and Eagle's Landing Streambank Stabilization Projects

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**REQUEST:**

City Council is requested to authorize a contract/blanket purchase order for preliminary engineering services for the Innovation Hills and Eagle's Landing Streambank Stabilization Projects to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$83,440.00 for both projects (Innovation Hills \$40,040 and Eagle's Landing \$43,400 respectively) and further authorize the Procurement Manager to execute an agreement on behalf of the City.

**REASON FOR PURCHASE:**

Hubbell, Roth and Clark, Inc., is one of the City's on-call professional engineering firms and was selected to perform the requested services based on their qualifications, capacity, and experience with working with EGLE on the City's behalf.

The projects are intended to address areas within Innovation Hills and at Eagle's Landing in where there are portions of the banks that have eroded and are jeopardizing trees, utilities, and other resources within the parks. HRC as part of the preliminary engineering phase will visit the site, collect data, identify challenges, along with developing preliminary designs, and permitting through the proper jurisdictions.

Both projects are identified in the adopted 2025-2030 Capital Improvement Plan. Following this preliminary engineering and design phase, construction of the two projects is planned and budgeted for 2025.

**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 2024 Adopted Budget

<b>Fund Name</b>	<b>Department Account No</b>	<b>Account No. Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
Water Resources	244.974000	PK-11D: Innovation Hills Streambank Stabilization PE	\$50,000	\$40,040	\$9,960
Water Resources	244.974000	PK-11C: Eagle's Landing Streambank Stabilization PE	\$50,000	\$43,400	\$6,600
		<b>Total</b>	<b>\$100,000</b>	<b>\$83,440</b>	<b>\$16,560</b>

**RECOMMENDATION:**

It is recommended that City Council authorize a contract/blanket purchase order for preliminary engineering services for the Innovation Hills and Eagle's Landing Streambank Stabilization Projects to Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan in the amount not-to-exceed \$83,440.00 for both projects (Innovation Hills \$40,040 and Eagle's Landing \$43,400 respectively) and further authorize the Procurement Manager to execute an agreement on behalf of the City.

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

Contract Reviewed by City Attorney       Yes       N/A