

Request for Proposal

**Public Works/Systems Planning Unit**  
GENERAL ENGINEERING SERVICES

City of Ann Arbor

RFP # 23-16  
Due: March 30, 2023  
By 2:00 PM

**SUBMITTED TO:**

City of Ann Arbor  
301 E. Huron Street  
Ann Arbor, MI 48107

**PREPARED BY:**

Hubbell, Roth & Clark, Inc.  
James F. Burton, PE  
248-454-6300  
jburton@hrcenr.com

555 Hulet Drive  
Bloomfield Hills, MI 48302



ENGINEERING.

ENVIRONMENT.

EXCELLENCE.



March 29, 2023

City of Ann Arbor  
c/o Customer Service  
301 East Huron Street  
Ann Arbor, MI 48104

Attn: Proposal Selection Committee

**Re: RFP # 23-16**  
**Public Works/Systems Planning Unit – General Engineering Services**

**HRC Job No. 20230178**

To Whom it May Concern:

On behalf of Hubbell, Roth & Clark, Inc. (HRC), thank you for the opportunity to provide a proposal for general engineering services for the City of Ann Arbor Public Works and Systems Planning Unit. HRC is a Michigan-based multi-disciplined engineering firm that offers a vast array of capabilities to meet and exceed the needs of our clientele. For over 100 years, we have provided consulting services to a wide variety of clients throughout Michigan, yet we continue to refine our approach to best match our client's needs.

HRC is headquartered at 555 Hulet Drive in Bloomfield Hills, Michigan, and has eight branch offices located throughout Michigan. HRC has provided a comprehensive overview of the highly qualified proposed staff for this contract, with an organizational chart on page 6 and resumes starting on page 25.

HRC has been providing as-needed services as described in the RFP for years to many communities with comparable infrastructure systems, including the City of Ann Arbor.

After you have reviewed our qualifications, HRC would welcome the opportunity to discuss the details of this project further with representatives of the City.

Very truly yours, 

**HUBBELL, ROTH & CLARK, INC.**



James F. Burton  
Vice President  
248-454-6363  
jburton@hrcengr.com

# TABLE OF CONTENTS

Letter of Transmittal

<b>A. PROFESSIONAL QUALIFICATIONS</b>	1-6
<b>B. PAST INVOLVEMENT WITH SIMILAR PROJECTS</b>	7-8
<b>C. PROPOSED WORK PLAN</b>	9-15
<b>D. FEE PROPOSAL</b>	16
<b>E. AUTHORIZED NEGOTIATOR</b>	17
<b>F. ATTACHMENTS</b>	18-24

Attachment A - Legal Status of Offerer

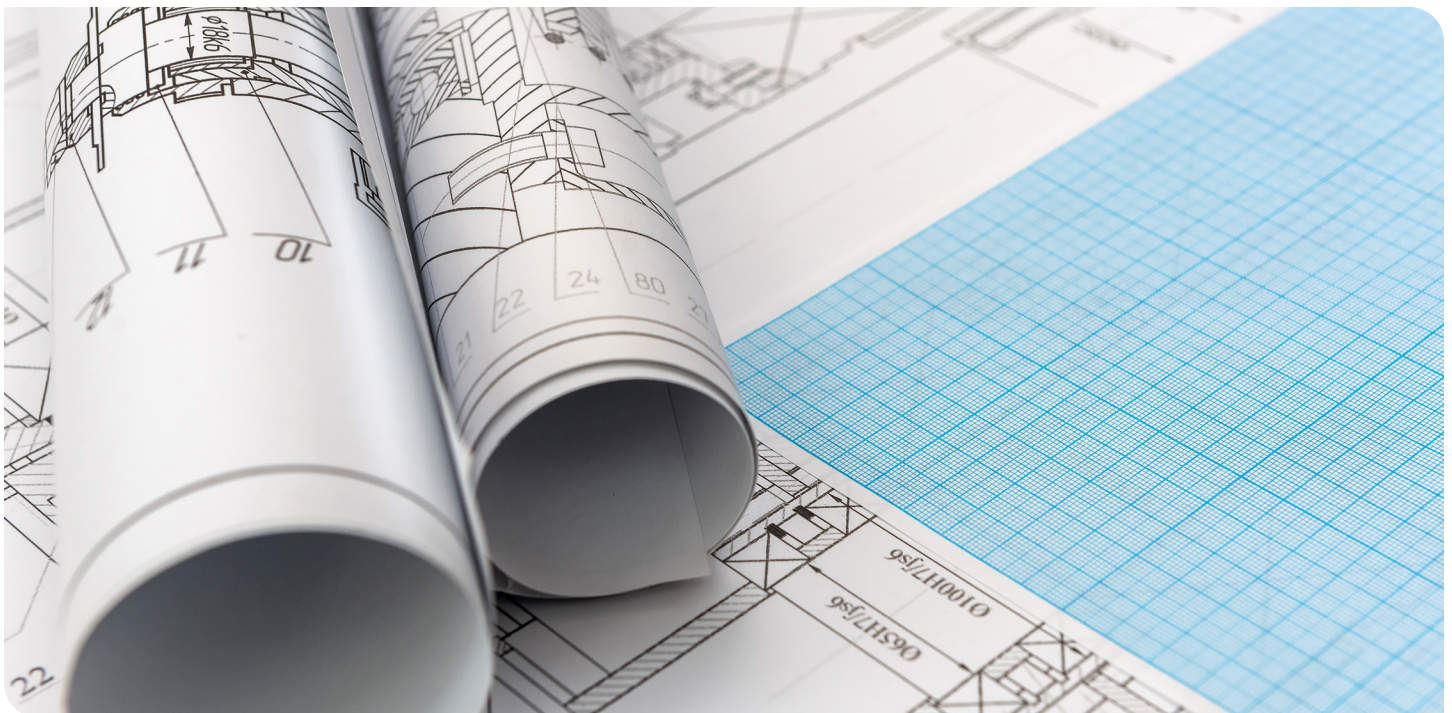
Attachment B - The Non-Discrimination Form

Attachment C - Living Wage Compliance Form

Attachment D - Vendor Conflict of Interest Form

Addendum

<b>APPENDIX A: RESUMES</b>	25-43
----------------------------	-------



# A. PROFESSIONAL QUALIFICATIONS

## About

Hubbell, Roth & Clark, Inc. (HRC) is a full-service professional firm headquartered at 555 Hulet Drive, Bloomfield Hills, Michigan 48302. We provide innovative and sound solutions to today's engineering challenges. Our multi-disciplined approach makes the firm well-suited to provide services for a broad range of infrastructure improvement projects, from preliminary planning and study phases, to design and construction administration. Our specialists assist with funding opportunities via grants, economic development grants, loans and direct funding. We work alongside clients to co-develop solutions that create trusted interactions, surpassing expectations, and achieving Engineering, Environment, and Excellence goals.

## Engineering.

As providers of engineering services to public and private clients, we strive to function as an extension of our client's engineering departments. Our personnel can address specialized projects and participate in general projects that exceed staffing capabilities.

## Environment.

Our valued clients are provided with innovative environmental services ranging from planning to implementation, study to design, and from idea to completion to solve problems by protecting our environment and our neighbors.

## Excellence.

Honored within innovative design solutions that garnered numerous industry awards throughout our rich history: From the American Council of Engineering Companies (ACEC), American Society of Civil Engineers (ASCE), American Public Works Association (APWA), and other professional organizations for innovative and cost-effective projects.



## HRC FIRM BACKGROUND

HRC is a 108-year-old, privately held, Michigan-headquartered consulting engineering firm specializing in infrastructure, the environment, and enhancing clients' physical facilities. HRC has been involved in the design and construction of many iconic Michigan projects that have supported the growth and prosperity of our state.

By previously representing over 100 Michigan counties, cities, villages, and townships, we are currently providing engineering services to approximately 60 Michigan governmental agencies. The majority of HRC's projects have been performed in the state of Michigan. However, many projects have been completed throughout the United States, Canada, and Mexico. We are a multi-disciplined consulting engineering firm providing full-service engineering and architecture services in the below-mentioned areas.



- Architectural Services
- Water Transmission and Treatment
- Structural Engineering
- Wastewater Treatment Plants
- Environmental Engineering
- Electrical Engineering
- Site/Civil Engineering
- Combined Sewer Overflow Retention & Treatment
- Process Engineering
- Traffic Engineering
- Industrial Facilities Design
- Roads & Bridge Design
- Construction Services/Material Testing
- Easement/Right of Way Services
- Landscape Architecture
- Surveying
- Wetlands/Watershed Management
- Instrumentation & Control
- GIS
- Asset Management

Hubbell, Roth & Clark, Inc. (HRC) is organized as an S-Corporation headquartered in and licensed in the State of Michigan. There are nine principals of the firm, all licensed professional engineers in the State of Michigan. Additionally, HRC has 22 associates. The table below lists each officer's corporation title, primary activity, and experience.

### CORPORATE OFFICERS

Daniel W. Mitchell, PE <i>President</i>	Municipal/Process
Nancy M.D. Faught, PE <i>Executive Vice President</i>	Municipal/Transportation
Michael C. MacDonald, PE <i>Vice President/Secretary</i>	Municipal
Jesse B. VanDeCreek, PE <i>Vice President</i>	Municipal/Process
Roland N. Alix, PE <i>Vice President</i>	Municipal/Industrial
James F. Burton, PE <i>Vice President</i>	Municipal/Environmental
Charles E. Hart, PE <i>Vice President</i>	Municipal/Transportation
Todd J. Sneathen, PE <i>Vice President</i>	Municipal
Thomas G. Maxwell, PE <i>Vice President</i>	Municipal/Process

# ACHIEVEMENTS

HRC is proud of its many engineering achievements and has received numerous awards from the American Council of Engineering Companies (ACEC), American Society of Civil Engineers (ASCE), American Public Works Association (APWA), and other professional organizations for innovative and cost-effective projects. A notable example is the selection by ASCE/Michigan of the HRC designed upgrade of the Detroit Wastewater Treatment Plant as one of Michigan's Top Ten Civil Engineering Projects of the 20th Century.



1. City of Rochester Hills Innovation Hills project earned the APWA/Michigan Chapter 2021 Project of the Year in the category of Quality of Life (\$5M–\$25M), the 2021 ACEC/Michigan Chapter Engineering & Surveying Excellence Merit Award. The ASCE/Michigan 2021 Quality of Life Merit Award and the MCA Award in the Innovation category for 2020.

2. Wayne County Airport Authority (WCAA) DTW Emergency Retaining Wall Repairs earned both the APWA/Michigan Chapter 2021 Project of the Year in the category of Structure (\$1M–\$5M) and the ACEC/Michigan Chapter Engineering & Surveying Excellence Merit Award in 2021.

3. Farmington Hills' Nine Mile Road and Halsted Road Intersection project earned the APWA/Michigan 2020 Project of the Year Award and the 2019 MCA Award in the Intersections category.

4. Macomb County Public Works Sterling Relief Drain Daylighting & Green Infrastructure Retrofit project earned the APWA/Michigan 2021 Project of the Year in the category of Quality of Life (\$1M–\$5M), the Michigan Association of County Drain Commissioners' 2022 Innovation & Engineering Award, the ACEC/Michigan Chapter 2022 Engineering Honorable Conceptor

5. Road Commission of Kalamazoo's East Michigan Avenue Emergency Repair earned both the APWA/Michigan Chapter 2021 Project of the Year in the category of Emergency Response (Less than \$1M) and the ASCE/Michigan Quality of Life 2021 Award.

6. City of Howell's State Street Renovation earned the APWA/Michigan 2020 Project of the Year Award in the category of Quality of Life (\$1M–\$5M).

HRC was named **2023 Top Workplaces USA** for the third year of the program. We also were recognized by the Detroit Free Press as a **Top Workplace** for a fourth consecutive year. Other accolades include being a **Top 50 Trenchless Technology Design Firm** and an **ENR Top 500 Design Firm**. HRC also received the honor of being named one of the **Cool Places to Work in Michigan** by Crain's Detroit Business magazine. Additional awards can be found on our website.



## QUALIFICATIONS: HRC ADVANTAGES

The HRC Team's expertise and culture provide the City with the most qualified and dedicated staff you will find. The technical details that qualify us for this work are centered on management, our staff, and our philosophy. These set us apart from others and include:

- *A project manager that has the expertise, dedication, and knowledge of the City, to lead multidiscipline and unique projects.*
- *Clearly understanding the goals of the City and resident/community expectations.*
- *Numerous experts in a broad range of disciplines. We are a one-stop shop for almost anything related to this RFP.*
- *Our passion for our work. Our culture is to go above and beyond to find solutions and continually look for unique resolutions pushing the envelope of cutting-edge technology.*

These attributes have been witnessed by City staff on recent jobs. For example, the Healthy Streets Initiative and Geddes Avenue Reconstruction projects, Wheeler Facility Dredging Project, and the Newport Creek Drainage Study.

Our philosophy is reinforced through our management group with our employees so that our clients and their respective projects benefit directly daily. These inherent values have served us well for over 100 years, and we believe they will continue to do so in our future. We consider our clients to be a part of our culture, and they appreciate our values and commitment. In the 100+ years HRC has been in business, and considering the tens of thousands of projects we have worked on, we are not aware of a single legal claim made against our ethics or integrity, nor has HRC ever experienced bad publicity for such behavior.

## KEY PERSONNEL

HRC has over 100 years of serving municipalities on an as-needed basis – much like what the City of Ann Arbor is requesting, including assisting in emergencies. Our current staff of 290 personnel spends the majority of their efforts on municipal clients – solving problems, reacting to emergencies, and serving the public in the fields of civil, structural, asset management & GIS, electrical and environmental engineering; as well as providing architectural services and construction management. Services include planning, preparing studies, conducting investigations, topographic survey, preparation of plans, specifications, and estimates suitable for bidding purposes, preparing permit applications for numerous agencies, and all phases of construction management. HRC staff members are experienced and able to adapt to any level of assistance the City requires.



**James F. Burton**, Vice President - PE  
Principal in Charge

Mr. Burton will serve as **Principal in Charge** from our Bloomfield Hills office. He will be responsible for the overall direction of HRC's project team. Should any questions, concerns, or comments arise, Mr. Burton will be available to see that those interests are addressed expeditiously. Mr. Burton has considerable experience with municipal, environmental, stormwater management, City of Ann Arbor Policies, WCWRC design guidelines, and attractive features such as rain gardens, bioswales, bio retention, streambank stabilization, and other best management practice implementation. Mr. Burton has over 25 years of professional experience. Mr. Burton also led the efforts related to the Michigan Department of Environment, Great Lakes and Energy (EGLE) issues, utility rate setting, and County and Drain Commissioner projects. Mr. Burton is currently overseeing numerous city and county projects.



**Charles E. Hart**, Vice President - PE  
QA/QC

Mr. Hart will serve as **QA/QC** and provide Peer Review Services from our Bloomfield Hills office. Mr. Hart has over 25 years of professional experience and serves as the HRC Principal in Charge currently for the City of Farmington Hills, City of Ann Arbor, City of Pontiac, Wayne County Department of Public Services, and the Road Commission for Oakland County as-needed contracts. Mr. Hart has an impeccable reputation for delivering quality designs under tight timelines. Mr. Hart is regularly available at nearly any given day or time to assist in HRC clients' needs and has a true passion for providing outstanding service.



**John Balint**, Associate - PE  
Project Manager

Mr. Balint will serve as **Project Manager and Point of Contact** from our Bloomfield Hills office. Mr. Balint has over 27 years of experience, including 13 years of service with the City of Pontiac as a DPW Director and City Engineer, where his responsibilities included preparing and overseeing transportation and storm sewer funds, capital improvement funds, EGLE MS4 permitting tasks and acquiring funding through various grant agencies. He also has experience administering and coordinating the design and oversight of city infrastructure projects that included watermain, sanitary storm sewer, storm sewer, and local and major road improvements and rehabilitation programs.



**Adrianna Melchior**, Associate / Architectural Department Head - AIA, LEED, AP BD+C  
Architectural Services

Ms. Melchior will oversee all as-needed **Architectural Services**. Ms. Melchior has over 19 years of professional experience including projects with the Cities of Marysville, Howell, Livonia, Troy, Sylvan Lake, and Beverly Hills, Office of the Macomb County Public Works Commissioner, and the Wayne County Airport Authority. Ms. Melchior's municipal experience includes ADA compliance assessments, architectural building assessments for Municipal Complexes, Renovations to City and Township Hall facilities, Roofing evaluation and replacements, and design and project management for several architectural projects for the Wayne County Airport Authority. As such, Ms. Melchior is very familiar with the requirements and standards for public services and community complexes. Mr. Melchior holds a bachelor's and master's degrees in Architecture from the University of Detroit Mercy.



**Bradley Shepler**, Senior Associate - PE, CCCA, LEED AP  
Municipal Utilities and Stormwater Services

Mr. Shepler will assist with **Municipal Utilities and Stormwater Management** services. Mr. Shepler's specific experience includes utility planning and coordination, hydrologic and hydraulic analyses, development of construction plans and specifications, and project management. Mr. Shepler recently prepared detailed designs of stormwater infiltration beds to comply with the City of Ann Arbor Green Streets Policy and Washtenaw County Drain Commissioner design guidelines for the Geddes Road project. For the West Stadium Boulevard project, he designed a stormwater management system to capture the first flush, while transporting the peak flow from the 1.5-year, 24-hour and 10-year, 12-hour events. He also has significant experience with large municipal infrastructure projects that include emergency response, replacement, new service lines, and rehabilitation. Mr. Shepler has over 16 years of professional experience.



**Brian Davies**, Associate - PE, LEED AP  
Road Design

Mr. Davies will provide **Road Design** services from our Bloomfield Hills office. Mr. Davies has over 15 years of experience and currently serves in this capacity with As-Needed General Engineering Service contract with the City of Pontiac and the Wayne County Airport Authority. He is also now working with the City of Ann Arbor Engineering Department on several safety and guardrail projects. His experience also includes several high-profile infrastructure projects for the University of Michigan AEC Department. Mr. Davies has a reputation for coordinating and completing emergency tasks, which often involve complex inter-disciplinary coordination. His experience includes municipal infrastructure, roadway improvement projects, and asset inventories.



**Andrea Pike**, Associate - PE  
Road Design

Ms. Pike will provide **Road Design** services from our Bloomfield Hills office. Ms. Pike has over 16 years of experience and prepares the scope and budgets, assigns personnel, manages the study and design phases, and performs construction administration for nearly all her projects and currently oversees as-needed services for the Road Commission for Oakland County and the City of Farmington Hills. She is intimately familiar with standards and practices for both public and private utility design.



**Scott Roth**, Manager - PS  
Survey Services

Mr. Roth will be responsible for **Survey Services**. Mr. Roth has over 14 years of experience in control and design surveys for roads and highways, structure surveys, ground control surveys, hydraulic surveys, right-of-way (ROW), and construction layout. He has also led data collection and asset inventories utilizing innovative techniques and state-of-the-art survey equipment. For both private and municipal clients, Mr. Roth has been involved with numerous design and construction projects. He has also prepared and reviewed easement documents for recording.



**Brent Tarpinian**, Graduate Engineer II  
On-Site Engineer

Mr. Tarpinian will serve as the City's **On-Site Engineer** for this contract. Mr. Tarpinian has 10 years of experience and works out of our Bloomfield Hills office. His responsibilities include overseeing the construction of underground utilities, curb and gutter, sidewalk, ADA ramps, HMA paving, HMA crack treatment and joint rehabilitation, and concrete pavement patching, guardrail, traffic signals and drainage structure rehabilitation.



**Robert DeFrain**, Senior Associate - PE  
Construction Administration

Mr. DeFrain will provide expertise in all phases of **Construction Administration** from our Bloomfield Hills office. He has over 30 years of experience and is head of HRC's Construction Observation services. Mr. DeFrain manages a staff of over 40 personnel that provide on-site inspection and construction administration duties for communities and agencies throughout the southeast Michigan area. Mr. DeFrain manages construction projects along with his daily department managerial responsibilities. His construction experience includes roadway, municipal utilities, bridges, pump stations, and other similar projects.

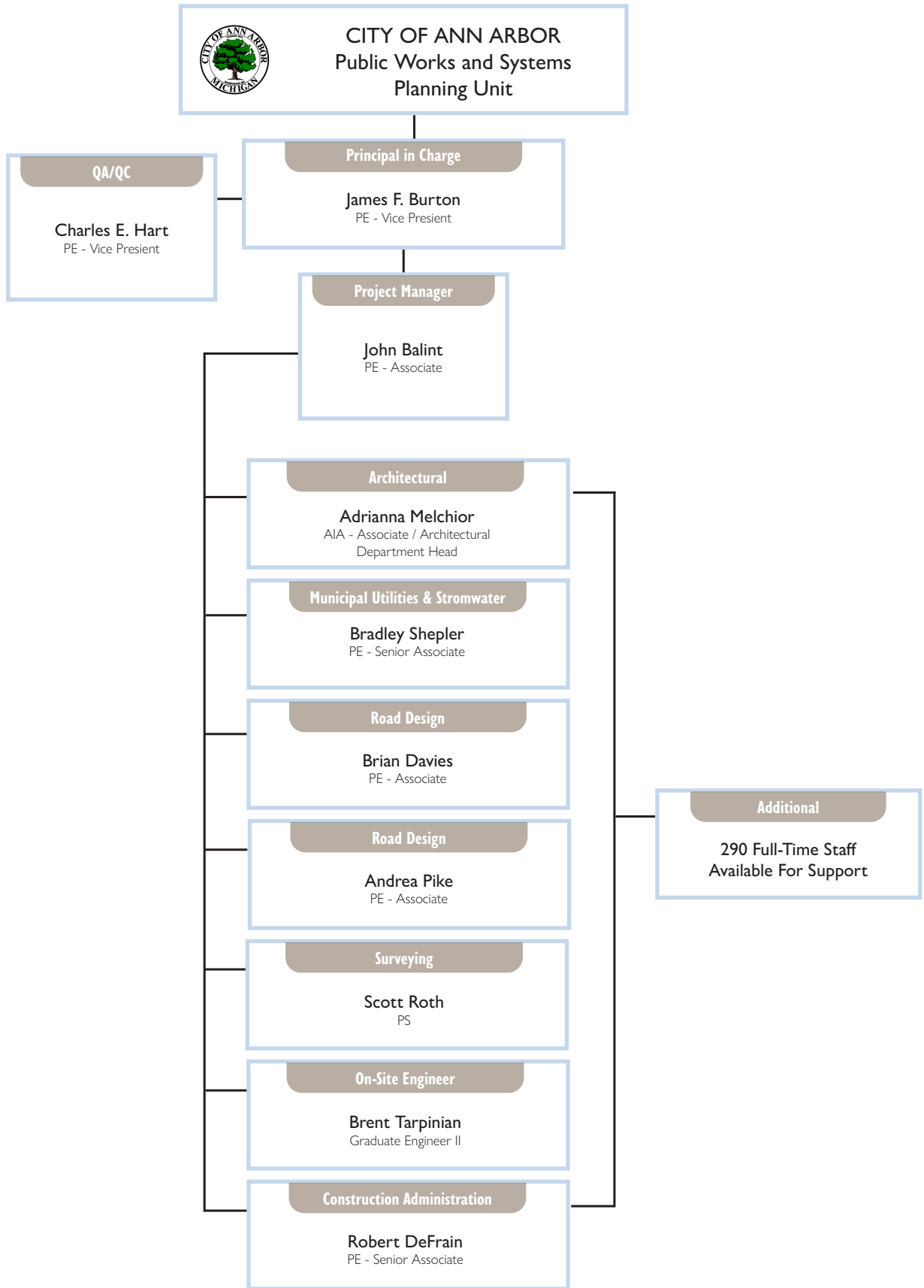
HRC currently employs a multi-disciplined staff of 290 employees, many of whom are registered Professional Engineers, Architects, and Land Surveyors. The following table lists the overall staffing of HRC.

Department	Number of Employees
Municipal/Civil	84
Electrical	5
Process	19
Architectural	11
Structural	10
Right of Way/Easement Acquisition	1
Environmental	11
Industries Facilities Design	11
Survey	18
Construction Monitoring	54
Material Testing	11
Transportation	10
Information Systems/GIS	11
Administration	22
Asset Management	12
Total	290

	<b>290</b> TEAM MEMBERS		<b>100+</b> INDUSTRY AWARDS EARNED SINCE 2010
	<b>85+</b> PROFESSIONALS (PE, PS, AIA, CFM, FE/EIT, GIT, GISP, LEED®AP)		<b>OVER 17 YEARS</b> RECOGNIZED AS A TOP 50 TRENCHLESS TECHNOLOGY FIRM & AN ENR TOP 500 DESIGN FIRM
	<b>43</b> <b>MDOT</b> PREQUALIFICATION CLASSIFICATIONS		<b>\$1 Billion</b> GRANTS AND LOW-INTEREST LOANS SECURED FOR OUR CLIENTS' PROJECTS
	<b>MICHIGAN OFFICES</b> BLOOMFIELD HILLS • DELHI TWP • DETROIT • GRAND RAPIDS HOWELL • JACKSON • KALAMAZOO TRAVERSE CITY • TROY		<b>CLIENT SATISFACTION REVIEW</b> <b>9.2/10</b> AVERAGE AT THE END OF PROJECTS IN THE LAST YEAR
	<b>100</b> MICHIGAN GOVERNMENTAL AGENCIES SERVED		A TRADITION OF PERSONAL SERVICE AND SUCCESSFUL PROJECTS SINCE 1915



# ORGANIZATIONAL CHART



## B. PAST INVOLVEMENT WITH SIMILAR PROJECTS

HRC is a municipal engineering consulting firm located throughout Michigan. Due to our experience and company philosophy and dedication to the civil engineering field, most of our work is as needed for long-term municipal clients providing a broad range of services. This experience includes small studies, a specific singular task for a City project, or more complex design or construction projects. Also, the HRC Team possesses the ability to work on different types of design, including rehabilitation, full reconstruction or replacement, and minor fixes.

This section highlights HRC's experience related to the anticipated work items listed in the RFP, including HRC's references, our experience with the City, and a brief description of some of HRC's Departments & Disciplines. HRC's approach to this as-needed contract and a summary of how the work will be completed is highlighted in the Work Plan section.

HRC is very familiar with the City of Ann Arbor, and our team has the experience to meet all of the City's requirements for providing general engineering services. HRC is currently providing similar as-needed services to the City's Traffic/Transportation and Engineering Departments for general engineering, architectural, and park projects and the past Field Services as-needed contract, which included sidewalk studies and design, road design, guardrail asset management, and other miscellaneous tasks. Under HRC's task for guardrail asset management, HRC developed a custom system for the ArcGIS Collector application and evaluated all of the City's guardrail assets. This information was inputted into the City's GIS database. HRC also prepared a study that identified guardrails in poor condition and needed repair, then worked with the City to develop a multi-year improvement program to fit within the City's annual repair budget and address the repair needs in order of priority. Through this same as-needed services contract, HRC also continues to perform traffic engineering-related services for the City's traffic and safety engineers. This work has included various traffic studies as well as reviews of studies submitted to the City for pending developments.

In addition to our as-needed contracts, HRC has completed full preliminary and construction engineering for several complex projects, including the Geddes Avenue Reconstruction and two segments of the West Stadium Boulevard Reconstruction, from west of Pauline to east of Seventh. The projects included a new water main, sanitary sewer, stormwater conveyance, and extensive stormwater Best Management Practices (BMPs). These BMPs included in-line detention, stormwater infiltration (under both the roadway and roadside), natural improvements (trees in engineered soil), and mechanical stormwater treatment devices. These projects provided the HRC Team with invaluable experience working with City staff, departments, and the community, including stakeholder groups and residents. HRC also worked closely with major public engagement initiatives and is familiar with the City's Public Engagement Toolkit. Through these efforts and experiences, HRC has shown that effective, honest, and compassionate communication can help support successful projects.

### General Services Contract Projects

- Park Place Apartments Drainage Study - In Process
- Wheeler Facility Dredging Project - Design Complete
- Private Detention Basin Inspection Pilot Program - Complete
- Newport Creek Drainage Study - Complete
- Narrow Gauge Drainage Study - In Process
- MS4 Permitting Assistance

### Additional Projects

- Leslie Nature Center - Under Contract but Not Started
- Guardrail Inspection
- Veteran's Park Shelter Demolition
- Argo Park Restroom Addition Structural Analysis
- Arbor Hills Pump Station Demolition
- Design and Construction Administration Veteran's Memorial Park Pool and Ice Arena

**We know your staff; we know your procedures, and most importantly we have worked together as a team with the City to deliver successful projects to the residents.**

**CONSTRUCTION SERVICES**

- Construction Engineering: Assistance
- Construction Engineering: Bridges & Ancillary Structures
- Construction Engineering: Roadway
- Construction Engineering: Roadway – Local Agency Program
- Construction Inspection: Bridge Painting
- Construction Inspection: Bridges & Ancillary Structures
- Construction Inspection: HMA Pavement
- Construction Inspection: Roadway
- Construction Inspection: Traffic & Safety
- Construction Services: Office Technician
- Construction Testing: Aggregates
- Construction Testing: Concrete
- Construction Testing: Density Construction Testing: HMA Assistance

**DESIGN SERVICES — BRIDGES**

- Design – Bridges
- Design – Bridges: Load Rating
- Design – Bridges: Safety Inspection
- Design – Bridges: Scoping

**DESIGN SERVICES — HYDRAULIC**

- Design – Hydraulics I
- Design – Hydraulics II

**DESIGN SERVICES — ROADWAY**

- Design – Roadway
- Design – Roadway: Complex
- Design – Roadway: Intermediate

**DESIGN SERVICES — TRAFFIC**

- Design – Traffic: Capacity & Geometrics Analysis
- Design – Traffic: ITS Design & System Manager Design – Traffic: Pavement Markings
- Design – Traffic: Safety Studies Design – Traffic: Signal
- Design – Traffic: Signal Operations
- Design – Traffic: Signal Operations – Complex
- Design – Traffic: Signing – Freeway
- Design – Traffic: Signing – Non-Freeway
- Design – Traffic: Work Zone Maintenance of Traffic
- Design – Traffic: Work Zone Mobility & Safety

**UTILITY DESIGN**

- Design Utilities: Municipal
- Design Utilities: Pump Stations
- Design Utilities: Roadway Lighting

**DESIGN UTILITIES: PROJECT DEVELOPMENT STUDIES**

**SURVEYING SERVICES**

- Surveying: Construction Staking
- Surveying: Hydraulics
- Surveying: Right of Way
- Surveying: Road Design
- Surveying: Structure

**REPUTATION FOR PROFESSIONAL INTEGRITY AND COMPETENCE**

The following is our mission statement, and while it may seem cliché, it identifies HRC as a company.

To accomplish our mission, all employees must continuously strive to uphold these values:

**Mission Statement:**

- To always deal honestly and fairly*
- To consistently improve our methods, techniques, and knowledge to better serve our clients' needs*
- To give our clients full value on every service provided*
- To always handle our clients' requests promptly*
- To accept our clients' complaints with patience, calmly and courteously, and make a full and satisfactory explanation, exercising tact at all times*
- To take a personal interest and initiative in meeting our clients' needs within the realm of our professional activity*
- To guard and protect confidential client information*

**REFERENCES**

**CITY OF BLOOMFIELD HILLS**

David Hendrickson, City Manager  
City of Bloomfield Hills  
45 East Long Lake Rd.  
Bloomfield Hills, MI 48304  
248-530-1404

**OAKLAND UNIVERSITY**

Ryan Giorio, PE, Senior Engineer  
Oakland University  
411 Pioneer Dr.  
Rochester, MI 48309  
248-802-2777

**CITY OF FARMINGTON HILLS**

Karen Mondora, PE, Director of Public Services  
City of Farmington Hills  
31555 West Eleven Mile Rd.  
Farmington Hills, Michigan 48336  
248-871-2543

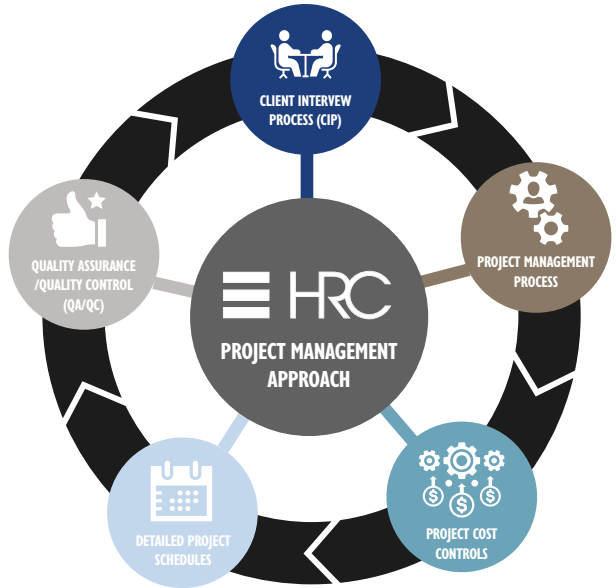
## C. PROPOSED WORK PLAN

### CONTRACT MANAGEMENT

HRC has a well-defined process to control scope, schedule, and total project costs. This process, as shown in the figure to the right, includes fully understanding the goals of the project, constantly being aware of the items that could affect these goals, fully understanding the client's "must haves" and, as importantly, the client's "must NOT haves." The foundation of this process is identifying and closely following key issues that affect the project's scope, schedule, and budget.

For an as-needed contract to be successful, it is imperative to have a reliable, knowledgeable, and consistent Project Manager. For the type of projects anticipated for this contract, a quick turnaround in scope identification and staffing requirements will be critical. HRC's Project Manager, John Balint, knows the City very well. This knowledge, along with his expertise, will provide an immediate response to all types of requests.

We developed procedures that ensure projects are at a high level of competency while meeting the required financial, scheduling, and technical goals. **These include:**



**Client Interview Process (CIP)**, which is used to identify, communicate, track, document, and measure our client's expectations; not just technical, but ALL expectations.

A robust **Project Management Process**, which ensures the client's expectations are met while being able to maintain a business model that retains and rewards the employees of HRC. This process includes:

- Developing a work plan that clearly defines for HRC's staff all aspects of the project, including non-technical items.
- Establishing communication methods with the City and the project team to ensure responses are timely and efficient.
- Creating concise status reports.
- Deploying a risk management process to alert the City early of significant risks.
- Recognizing that while there is typically more than one way to solve a problem, there is one solution that often stands out when measured against the project's goals.
- Utilizing the vast expertise and experience of HRC's personnel to assist and brainstorm on projects or tasks that may require a more in-depth review of an issue.
- Analyzing team member assignments so they best suite the needs of the project. This task includes an analysis of disciplines required for the project, current obligations, and evaluation of the staff who has the tools to best fit the City's technical, financial, and scheduling

Early **confirmation of construction cost estimates** that immediately provides information for the City to make informed decisions going forward based on the available budget. Development of a **detailed project schedule**, which includes deliverable dates for reviews by the City, agencies, and other stakeholders.

**Lessons learned** from our experience working on previous City projects and applying them to future ones.

A **QA/QC** process that includes reviews by highly experienced staff members.

Effective management must include the control of costs, both engineer's estimates and construction. Estimating accurately allows the City to confidently make decisions with minimal surprises that can impact other projects. HRC's methods to ensure our construction cost estimates are accurate starts with our Project Management Process, which confirms the scope of work and budget. In addition, the experience and technical expertise of HRC's staff is critical to successful and accurate estimates. HRC is also familiar with the planning phase of projects which include developing conceptual costs estimates often used for budget purposes and including reasonable contingencies based on the unknowns of a project's scope. **During the Design Phase, HRC's method for preparing accurate estimates of construction costs includes:**

- *After the scoping meeting and initial concepts are developed, a confirming construction estimate is prepared. This process includes identifying the key elements that may have the most impact on costs. This estimate is sometimes developed in the form of a range that allows the owner to determine the level of risk they want to assume and provides the information needed to make decisions.*
- *With the preliminary plan development, the estimate that is prepared will be more detailed.*
- *As necessary, estimates are often developed for unique situations or elements.*
- *HRC uses a vast amount of information to confirm our estimating, including bid tabs from recent and similar jobs in the proximity of the project, vendor/manufacturer information, average unit price documents, and, on occasion, advice from local contractors.*
- *HRC's Project Manager and key staff also consider the economic climate, the time of year, and other local projects that can affect pricing when Contractors are busy and start pricing new work accordingly.*
- *HRC evaluates the project complexity, the level of access that is required by the public, and how that affects the Contractor's production and site access. HRC considers a host of other issues that may apply to a unique factor or cost to the project, such as night or weekend work.*
- *Review of bid items, plans, and estimates by an experienced construction engineer at HRC.*
- *Estimates are further refined as the development of the plans progress.*

HRC's estimates for construction at design completion are typically within 5 percent of the actual bid price, with the bid price usually less than HRC's estimate.

## COMMUNICATION & COORDINATION

Communication is the foundation of a successful project. Throughout the project, HRC will stay in contact with the City's Project Manager and other impacted parties, including permitting agencies and stakeholders. This communication will include updates on design, studies, or construction, providing input early so as not to delay the project or impact costs, providing options for design, or getting preliminary approval for the design. HRC's Project Manager will be the primary contact with the City's Project Manager and will be responsible for coordinating all work with the City. As previously discussed, HRC has current working relationships with numerous City staff members. Many of the key staff identified for this proposal are currently working with the City on other projects. This knowledge of the City and your procedures will provide the quick response that most as needed contracts require.

## PHILOSOPHY

HRC's philosophy in providing as needed services starts with understanding the scope of work, and the client's desired outcomes, as identified in our Client Interview. Understanding the scope includes:

- *Early interviews/meetings with the City and stakeholders to understand their must-haves and must NOT haves.*
- *Early meetings with permit agencies to understand their requirements and lead time for applications.*
- *Early identification of those critical items that could affect costs or scheduling.*

Based on a full understanding of the scope, HRC's Project Manager will develop an internal Work Plan to meet these goals and requirements. This plan will include a detailed schedule indicating deliverable dates for items such as plan review submittals, permit application submittals, and stakeholder meetings.

The plan also includes items regarding the scope of work, key personnel, budget, and identification of risk-related items that could impact the project. Each Work Plan is created from scratch for any given individual project, is based on our experience, and is used throughout the project as a roadmap.

Once the work has begun, whether it is a study, design, or construction project, there are numerous things occurring simultaneously. HRC's leadership will stay focused on those items representing the most risk to the project. Our method includes:

- *Further investigating those essential items identified early.*
- *Providing the City with a range of solutions to critical items, including pros and cons, costs, and risks for consideration.*
- *While the key issues are being discussed for resolution, managing other aspects of project development while the key issues are being discussed for resolution.*

Meeting the City's scheduling and financial goals will also be a focus point for the entire team. Having everyone dedicated to these goals has proven successful in the past and provides opportunities for the whole team to be engaged in risk assessment and problem-solving.

Over the past several years, HRC has established a sound working relationship and trust with the City. This trust has evolved into becoming a genuine team member with the City, including an unrivaled motivation to provide efficient and effective solutions when requested. Responsiveness in the design, construction, and consulting industry can include quick turnarounds on studies and design-related tasks, full-service design tasks, and also construction-related inquiries, which are often the most critical. HRC's depth of staff and management allows the opportunity to react quickly to staff a project, even when many of our personnel are currently assigned to other projects. HRC's goal is to continue utilizing our staff with prior City experience, but with the depth of additional qualified staff, we can meet the most challenging assignments and deadlines. We also have the project management team needed to ensure this work is meeting the City's expectations.

## THE GENERAL PROCESS FOR PROJECTS

HRC has provided the following general scope of work for both design and construction projects with the intent of showing the scope of work that might be required to complete an as-needed project. These scopes are not intended to be 100% inclusive and may or may not show every item that would ultimately be needed on a project. The scope of work for a study project would be similar to our design process.

### General Design Scope Work Plan (including survey, reports, and inspections)

- Conduct a kickoff meeting to review the scope, schedule, and critical goals of the assigned task.
- Complete studies and investigations as needed to determine feasible alternatives. The study and conceptual Design Phase could include such items as site investigations, drawing review, identification of existing utilities, review potential permitting issues, topographical survey, the applicability of Green Streets Policy, and similar such items necessary to allow development of design alternatives and preliminary layouts including construction estimates.
- Develop and present various alternatives to the City for review and discussion. Depending on the complexity of the project, this may, or may not, require a meeting.
- Review and respond to the City's comments with the goal of selecting a preferred alternate amiable to the City and stakeholders.
- Discuss, as appropriate and authorized by the City, with permitting agencies the scope of work and initial design ideas. This early coordination leads to less time for permit review and builds the consensus that allows as-needed projects to remain on schedule.
- Commence final design upon the City's selection of a preferred alternative. Provide plans, specifications, and construction estimates as necessary depending on the complexity of the project, but typically at 50%, 80%, and 100% complete for the City review.
- Conduct in-house constructability reviews concurrent with these milestone submittals.
- Prepare and submit necessary permit applications as applicable for the project.
- Prepare final bid documents.
- Assist in the bid process by attending Prebid meeting, responding to bidder's questions, issuing addenda, and conducting bid evaluation and recommendation.
- Provide CA/CE as needed.

## General Construction Scope Work Plan

- Schedule pre-construction meeting once the City issues a contractor Notice to Proceed.
- Conduct pre-construction meetings and prepare meeting minutes and documentation.
- Provide construction administration, including review of contractor submittals, respond to requests for information, review pay applications, and conduct and document construction progress meetings. Also provide overall coordination and supervision of testing services, final inspection, and measurement, progress reports, review, and recommendation of claims, preparation of change orders, and preparation of final payment.
- Provide observation services as needed to ensure construction is proceeding in conformance with the plans and specifications. This task includes, but is not limited to, daily communications with all involved parties and documenting material usage, equipment and personnel, construction methods, tolerance conformance, weather conditions, downtime, damage to work, utility work by others, and final measure on the Daily Observation Reports.
- Perform NPDES inspections, wage rate reviews as necessary, develop and maintain project punch list, and fully document all force account work.
- Provide construction staking and cut sheets for review and approval as required.
- Monitor the contractor's operations for compliance with permit requirements.
- Prepare and issue a punch list.
- Complete certificates of substantial completion and final completion.
- Prepare as-built construction plans by obtaining "original" electronic format contract plans from the City, documenting all plan changes, extras, and note revisions, and prepare "as-built" plans in an electronic format conforming to the City's Standard Specifications.
- Closeout project.

## CONTRACT TERMS

We understand that the subject contract will be task-based, and HRC will be requested to submit a letter proposal on identified tasks for the City's consideration, including staffing and methodology unique to each specific project. Upon approval, we will be authorized to complete the task under the terms and fee schedule included in our Professional Services Agreement. The term of the contracts will be through June 30, 2026, with an optional extension for up to two additional years. There is no minimum value of services committed by the City. The contract amounts are subject to the availability of funds and approval of annual budgets.

HRC currently operates in this manner under several current contracts with other Ann Arbor departments and most of our municipal clients. **We are municipal, as needed consultants at our core.** We excel at these relationships. This is what HRC has done for over 100 years, and we excel at this!

HRC can perform all of the services requested in-house, with few exceptions. Some typical services where we hire subconsultants are: Geotechnical investigations, Phase 1, Phase 2, and Baseline Environmental Assessments. HRC does have experts in house to review these types of work, to confirm the results received from subconsultants. We will always be open to bringing in additional collaborators as subconsultants or work with other City engaged consultants, even as their subconsultant, if in the best interest of the City. For instance, for the Parks and Recreation, HRC completed a structural evaluation on the West Park Bandshell structure. A more robust public engagement effort was deemed warranted and now HRC is working with the City PE consultant in order for both firms to be more cost-effective while achieving the goals of the PE effort.

## HRC can provide the following services that may be required under this contract:

### ENGINEERING AND ARCHITECTURE

HRC has a long history of providing engineering, architecture, landscape architecture, and project management services as requested on public works projects, including, but not limited to, sanitary sewer, storm sewer, water mains, streets, sidewalks, bridges, and municipal buildings in accordance with City standards and procedures. HRC can also provide wetland, lake, floodplain, and stream management services, electrical, lighting, mechanical, structural, water treatment, wastewater collection and treatment, traffic, etc. services as needed and not covered under our other City contracts. Our architectural services include unique facilities, including CSOs, emergency operations, training, DPW, facilities, forensics, pools, marinas, roof inspections and repairs, and other municipal facilities.



We also know that emergency situations do occur. HRC is available on short notice to assist with any engineering or architectural issues. When flooding, sewer backups, water main breaks, or traffic accident damage occurs, HRC can deploy our resources quickly to assist your staff with evaluation, short-term mitigation, and long-term restoration of these issues, including working directly with your on-call or blanket contractors in a design-build manner. All of the staff proposed in this proposal can relay a personal story of how they took a call from a client, acted quickly, and rendered critical assistance.

### SURVEY

HRC has the ability to perform various surveying tasks as requested for the preparation of civil engineering contract documents. Surveying services will include, but not be limited to, topographical survey, title searches, easement legal description preparation and construction staking. It is understood that the final work deliverable will be a complete survey that will contain all known site features and will be ready for use as a base drawing for final engineering plans.



HRC can also provide LIDAR scanning, full GIS services, and Right-Of-Way (ROW) acquisition agents.

### PLANS AND SPECIFICATIONS

HRC's preparation of plans and specifications shall include preliminary reports, identification of alternatives, cost estimates and contract documents. The consultant shall also secure all necessary permits from all approving agencies including, but not limited to EGLE and MDOT.



We pride ourselves on working within our clients standards and procurement requirements while providing cost-effective project delivery methods to achieve client expectations. HRC is MDOT prequalified and is well versed in plan preparation for projects under their purview. We can also coordinate "log jobs" where detailed design is not required for projects, such as sidewalk slab replacement, water meter replacement, mill and overlay paving, and clean/televise/inspect piped infrastructure. Finally, we use best available data if possible, to save costs such as aerial imagery, historical documents, and LIDAR scans. We will discuss the City's plan and specification requirements, potential cost saving opportunities, and risks to develop a clear scope of contract document delivery for each project.



## REPORTS AND STUDIES

HRC can prepare engineering reports and studies on a variety of subjects, including drainage assessments, hydraulic modeling (InfoWater/InfoSWMM), water, sanitary sewer and stormwater infrastructure condition assessments, traffic engineering studies, facility condition assessments and road pavement condition evaluations. HRC has completed numerous drainage studies, detention basin inventories, guardrail, traff, and facility assessments for the City.



HRC has completed over 40 SAW grants for our clients. We are currently working with the City on inspecting public and private detention basins. This effort now includes a separate but related contract for the Washtenaw County Water Resources Commissioner on reviewing their permitted basins for compliance with the 2014 standards and effectiveness of infiltration practices.

Management of the City's ongoing utility asset management efforts including contract management for asset inspection, prioritization of needed repairs/maintenance, and implementation of identified repairs/rehabilitation.

Assessment of the City's stormwater detention ponds, recommendations for improvements and assistance with the development of bid documents to complete the recommended improvements.

## CAPITAL IMPROVEMENT PLANNING

HRC shall assist in the establishment of project scope, preparation of cost estimates, and construction schedules in terms of project planning for the City's Capital Improvement Planning (CIP).



Asset management has been at our core from our inception. This goes hand in hand with quality (CIP). HRC does this for all of our clients but takes it a step further. HRC takes your CIP project list and monitors sources of financing and grants to assist with funding your projects. We are well on our way to \$2 Billion in funding secured for our clients. HRC has a funding committee that compiles available funding, takes information from our specialty areas and distributes to our project management team on a regular basis. We will evaluate your projects against eligibility and bring those suitable opportunities to you. We have found that including possible sources of outside funding and schedules in the CIP documents can be a way to package projects together and layer funding sources to better execute the CIP.

## CONSTRUCTION ADMINISTRATION AND OBSERVATION

HRC will perform all services required during the construction phase of projects. Tasks shall include construction staking, continuous monitoring of the project, coordination and supervision of testing services, approval and correction of shop drawings, attendance at meetings and conferences, final inspection and measurement, periodic reporting of progress, preparation of progress payments, review and recommendation of claims, preparation of change orders and preparation of as-built drawings.



HRC has our own material testing lab and staff. This enables us to best coordinate testing needs when third-parties are not required.

## ON-SITE ENGINEER

---

The City may utilize a staff engineer from the selected firms for on-site staffing support throughout the term of the contract. One on-site engineer would typically support the Systems Planning Unit and a separate engineer would typically support the Public Works Unit. This could be one engineer or two, depending on need and workload. While not expected to be physically located at the City of Ann Arbor full time, the engineers will be available to assist the City on a regular basis. The City will provide workspace for the engineers, although work may also be completed remotely. The on-site engineer will be given access to the City's computer network and the necessary software to integrate into the City's systems.



HRC has done this for the City before. Pre-COVID, HRC staff reported to the City to assist with your backlog of Soil Erosion Control Permit processing and reviews. This was a shorter term assignment but demonstrates our ability to assist the City in this regard.

Due to staffing shortages at our clients and the difficulty and timing of hiring replacement staff, HRC has performed this role in several of our communities lately. Specifically, HRC staff was the acting City Engineer for the City of Birmingham and the City of Pontiac. Similarly, HRC staff had workstations and spent two days per week at the office of the Oakland County Water Resources Commissioner. We also had staff at the GM Proving Grounds on a daily basis for over eight years. HRC currently holds routine office hours for a number of our clients.

HRC is willing to provide mid-level engineer(s) to fulfill this role as stated in the RFP working under our management staff. We have identified one person specifically for this role and are committed to that. We would like to work with the City to better understand your needs and assign the correct person or have one person be at the City as a point of contact and delegate work back to office staff to complete. We found that this can be the most cost-effective balance of on and off site assistance.

---

### **Competencies include our ability to work effectively with:**

- *The City's Public Works Unit and Systems Planning Unit staff with respect to any of the engineering services required by the City*
- *Other City units and regulatory agencies*
- *The Public, the Public Works and Systems Planning Units in a supporting role*
- *Engineering activities that exceed the staffing level or expertise within the City*
- *Other consulting engineers, builders, contractors, developers property owners*
- *The public in general*

## D. FEE PROPOSAL

Per the addendum, it is understood that over the term of the contract, an annual cost escalator of 2.5% per year will be honored. Additionally, a 2.5% escalator may be used for any contract extension as well. A written request from the Contractor at the end original contract period from will be required to consider any rate adjustments.

**Please see the separate sealed Fee Proposal document.**

*The key staff members delineated in Section A of this document are included by Title in the separate Fee Proposal document.*

## E. AUTHORIZED NEGOTIATOR

Mr. James F. Burton, PE, Vice President, will be the authorized negotiator for any contracts entered into with the City of Ann Arbor.

### Contact information for Mr. Burton is as follows:

Hubbell, Roth & Clark, Inc.  
555 Hulet Drive Bloomfield Hills, Michigan 48303  
Office Phone: (248) 454-6363  
Cell: (248) 535-3414  
E-mail: jburton@hrcengr.com

ATTACHMENT A  
LEGAL STATUS OF OFFEROR

(The Respondent shall fill out the provision and strike out the remaining ones.)

The Respondent is: Hubbell, Roth & Clark, Inc.

- A corporation organized and doing business under the laws of the state of Michigan, for whom James Burton bearing the office title of Vice President, whose signature is affixed to this proposal, is authorized to execute contracts on behalf of respondent.\*

\*If not incorporated in Michigan, please attach the corporation's Certificate of Authority

- A limited liability company doing business under the laws of the State of \_\_\_\_\_, whom \_\_\_\_\_ bearing the title of \_\_\_\_\_ whose signature is affixed to this proposal, is authorized to execute contract on behalf of the LLC.
- A partnership organized under the laws of the State of \_\_\_\_\_ and filed with the County of \_\_\_\_\_, whose members are (attach list including street and mailing address for each.)
- An individual, whose signature with address, is affixed to this RFP.

Respondent has examined the basic requirements of this RFP and its scope of services, including all Addendum (if applicable) and hereby agrees to offer the services as specified in the RFP.



Date: 3/29/2023,

Signature

(Print) Name James Burton Title Vice President

Firm: Hubbell, Roth & Clark, Inc.

Address: 555 Hulet Drive, Bloomfield Hills, MI 48302

Contact Phone 248-454-6363

Fax 248-454-6312

Email jbarton@hrcengr.com

ATTACHMENT B  
CITY OF ANN ARBOR DECLARATION OF COMPLIANCE

Non-Discrimination Ordinance

The "non discrimination by city contractors" provision of the City of Ann Arbor Non-Discrimination Ordinance (Ann Arbor City Code Chapter 112, Section 9:158) requires all contractors proposing to do business with the City to treat employees in a manner which provides equal employment opportunity and does not discriminate against any of their employees, any City employee working with them, or any applicant for employment on the basis of actual or perceived age, arrest record, color, disability, educational association, familial status, family responsibilities, gender expression, gender identity, genetic information, height, HIV status, marital status, national origin, political beliefs, race, religion, sex, sexual orientation, source of income, veteran status, victim of domestic violence or stalking, or weight. It also requires that the contractors include a similar provision in all subcontracts that they execute for City work or programs.

In addition the City Non-Discrimination Ordinance requires that all contractors proposing to do business with the City of Ann Arbor must satisfy the contract compliance administrative policy adopted by the City Administrator. A copy of that policy may be obtained from the Purchasing Manager

The Contractor agrees:

- (a) To comply with the terms of the City of Ann Arbor's Non-Discrimination Ordinance and contract compliance administrative policy.
- (b) To post the City of Ann Arbor's Non-Discrimination Ordinance Notice in every work place or other location in which employees or other persons are contracted to provide services under a contract with the City.
- (c) To provide documentation within the specified time frame in connection with any workforce verification, compliance review or complaint investigation.
- (d) To permit access to employees and work sites to City representatives for the purposes of monitoring compliance, or investigating complaints of non-compliance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services in accordance with the terms of the Ann Arbor Non-Discrimination Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Non-Discrimination Ordinance, obligates the Contractor to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract.

Hubbell, Roth & Clark, Inc.

Company Name

*James F Burton*

3/29/2023

Signature of Authorized Representative

Date

James Burton, Vice President

Print Name and Title

555 Hulet Drive, Bloomfield Hills, MI 48302

Address, City, State, Zip

248-454-6363 / jburton@hrcengr.com

Phone/Email address

**Questions about the Notice or the City Administrative Policy, Please contact:**

Procurement Office of the City of Ann Arbor  
(734) 794-6500

Revised 3/31/15 Rev. 0

NDO-2

ATTACHMENT C
CITY OF ANN ARBOR
LIVING WAGE ORDINANCE DECLARATION OF COMPLIANCE

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that an employer who is (a) a contractor providing services to or for the City for a value greater than \$10,000 for any twelve-month contract term, or (b) a recipient of federal, state, or local grant funding administered by the City for a value greater than \$10,000, or (c) a recipient of financial assistance awarded by the City for a value greater than \$10,000, shall pay its employees a prescribed minimum level of compensation (i.e., Living Wage) for the time those employees perform work on the contract or in connection with the grant or financial assistance. The Living Wage must be paid to these employees for the length of the contract/program.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from compliance with the Living Wage Ordinance. If this exemption applies to your company/non-profit agency please check here [ ] No. of employees\_\_

The Contractor or Grantee agrees:

- (a) To pay each of its employees whose wage level is not required to comply with federal, state or local prevailing wage law, for work covered or funded by a contract with or grant from the City, no less than the Living Wage. The current Living Wage is defined as \$14.82/hour for those employers that provide employee health care (as defined in the Ordinance at Section 1:815 Sec. 1 (a)), or no less than \$16.52/hour for those employers that do not provide health care. The Contractor or Grantor understands that the Living Wage is adjusted and established annually on April 30 in accordance with the Ordinance and covered employers shall be required to pay the adjusted amount thereafter to be in compliance with Section 1:815(3).

Check the applicable box below which applies to your workforce
[ ] Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage without health benefits
[X] Employees who are assigned to any covered City contract/grant will be paid at or above the applicable living wage with health benefits

- (b) To post a notice approved by the City regarding the applicability of the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.
(c) To provide to the City payroll records or other documentation within ten (10) business days from the receipt of a request by the City.
(d) To permit access to work sites to City representatives for the purposes of monitoring compliance, and investigating complaints or non-compliance.
(e) To take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee covered by the Living Wage Ordinance or any person contracted for employment and covered by the Living Wage Ordinance in order to pay the living wage required by the Living Wage Ordinance.

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the services or agrees to accept financial assistance in accordance with the terms of the Living Wage Ordinance. The undersigned certifies that he/she has read and is familiar with the terms of the Living Wage Ordinance, obligates the Employer/Grantee to those terms and acknowledges that if his/her employer is found to be in violation of Ordinance it may be subject to civil penalties and termination of the awarded contract or grant of financial assistance.

Hubbell, Roth & Clark, Inc.
Company Name
James F Burton
Signature of Authorized Representative
3/29/2023
Date

555 Hulet Drive
Street Address
Bloomfield Hills, MI 48302
City, State, Zip

James Burton, Vice President
Print Name and Title

248-454-6363 / jburton@hrcengr.com
Phone/Email address

ATTACHMENT D



VENDOR CONFLICT OF INTEREST DISCLOSURE FORM

All vendors interested in conducting business with the City of Ann Arbor must complete and return the Vendor Conflict of Interest Disclosure Form in order to be eligible to be awarded a contract. Please note that all vendors are subject to comply with the City of Ann Arbor's conflict of interest policies as stated within the certification section below.

If a vendor has a relationship with a City of Ann Arbor official or employee, an immediate family member of a City of Ann Arbor official or employee, the vendor shall disclose the information required below.

- 1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.
5. Please note any exceptions below:

Conflict of Interest Disclosure\*
Name of City of Ann Arbor employees, elected officials or immediate family members with whom there may be a potential conflict of interest.
( ) Relationship to employee
( ) Interest in vendor's company
( ) Other (please describe in box below)

\*Disclosing a potential conflict of interest does not disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.

I certify that this Conflict of Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:
Hubbell, Roth & Clark, Inc. 248-454-6363
Vendor Name Vendor Phone Number
James F. Burton 3/29/2023 James Burton, Vice President
Signature of Vendor Authorized Representative Date Printed Name of Vendor Authorized Representative

Questions about this form? Contact Procurement Office City of Ann Arbor Phone: 734/794-6500, procurement@a2gov.org



**ADDENDUM No. 1**

**RFP No. 23-16**

**PUBLIC WORKS / SYSTEMS PLANNING GENERAL ENGINEERING SERVICES**

**Due: March 30<sup>th</sup>, 2023, at 2:00 P.M. (local time)**

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes THREE (3) pages.**

**The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.**

**The following forms provided within the RFP Document should be included in submitted proposal:**

- **Attachment B - Non-Discrimination Declaration of Compliance**
- **Attachment C - Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form**

**Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.**

**I. CORRECTIONS/ADDITIONS/DELETIONS**

Changes to the RFP documents which are outlined below are referenced to a page or Section in which they appear conspicuously. Offerors are to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

<b>Section/Page(s)</b>	<b>Change</b>
Page 9	<p>Remove: The term of the contracts will be through June 30, 2026 with an optional extension for up to two (2) additional years. It shall be understood that the submitted hourly rates are to be honored over the term of the contract. If the contract is extended, a onetime cost escalator of no more than 3% may be added to the submitted rates. A written request from the Contractor at the end original contract period from will be required to consider any rate adjustments.</p> <p>Replace with: The term of the contracts will be through June 30, 2026 with an optional extension for up to two (2) additional years. It shall be understood that the submitted hourly rates are to be honored over the term of the contract with an annual cost escalator of 2.5% for all three years. If the contract is extended, the same 2.5% escalator will be applied.</p>

Addendum-1-1

## II. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: If the proposer does not provide all of the services listed in the scope of work, should/could the proposer identify team partners/subconsultants to fulfill all of the required scope of work items listed (e.g. surveying, architecture, landscape architecture) or is the City look for a firm to provide all the requested scope of services?

Answer 1: The Proposer shall provide a list of all proposed partners/subconsultants necessary to fulfill the scope of work requirements in this RFP if the firm cannot offer all required services by itself.

Question 2: Are we limited to 8.5x11 page sizes or can we use 11x17?

Answer 2: 11x17 page sizes are acceptable.

Question 3: Are project profiles included in the page limit?

Answer 3: Project profiles are included in the page limit.

Question 4: Will the City consider an alternative arrangement for fee escalation? Given the current economic situation, maintaining rates over 3-5 years is difficult and the single 3% escalation associated with the contract extension will be tough for consultants to accommodate. A couple alternatives to consider are allowing consultants to submit yearly rates or an escalation amount per year.

Answer 4: Please see above section: I. CORRECTIONS/ADDITIONS/DELETIONS

Question 5: Does the City plan to utilize both an on-site engineer for Public Works and for Systems Planning? Can you provide an approximation of how much has been spent for "on-site engineering" within each of these Service Units in either FY22 or FY23?

Answer 5: No – At this time, it is undetermined what needs may arise for an on-site engineer.

In FY22 and FY23, no on-site engineer had a dedicated physical workspace at any City facility.

Question 6: Can you provide an estimate of the minimum amount time anticipated that the onsite engineer(s) would be asked to work from City facilities (rather than remotely)?

Answer 6: At this time, it is undetermined what needs may arise for an on-site engineer.

### Addendum-1-2

Question 7: Are there any upcoming CIP projects for which the City plans to utilize firms contracted under this RFP?

Answer 7: Yes, the following projects are potentially anticipated to utilize firms contracted under this RFP:

- UT-ST-20-05 - Detention Basin Restoration/Reconstruction
- UT-ST-24-S3 - Pinecrest/Darrow Crosslot Storm Main Rerouting Study
- UT-ST-24-11 - Liberty Detention Retrofit/Restoration
- UT-ST-24-06 - Newport Creek Address Pinch Points at MDOT rail crossing
- UT-SN-24-S1 - Swift Run Sanitary Sewer Capacity Analysis
- UT-WS-24-S1 - Steere Farm Raw Water Main Alignment Study

Please note that these are a sample of anticipated projects and that the previous list is not final nor exhaustive.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.

### Addendum-1-3

# A. APPENDIX - RESUMES

## Education

MBA, Integrative Management  
Eli Broad Graduate School of Management/  
MSU, 2004  
BS, Biosystems Engineering  
Michigan State University, 1998

## Experience

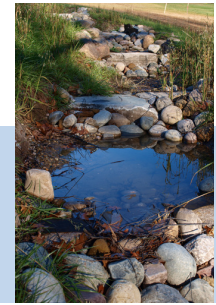
With HRC since 1998  
25 years of total experience

## Professional Registration/ Certification

Professional Engineer Michigan No. 49137

## Affiliations

American Society of Civil Engineers  
(ASCE)  
American Society of Agricultural Engineers  
(ASAE)  
Michigan Water Environment Association  
(MWEA)



## James Burton, PE VICE PRESIDENT

James Burton assists HRC's municipal and private clients with environmental, stormwater management, sustainability initiatives and habitat restoration projects. He is responsible for the direction, focus and success of the firm's environmental engineering department. His extensive civil engineering experience, combined with his in-depth understanding of municipally owned, bid, constructed and administered projects, makes him an effective leader and ensures environmental projects meet all project and client expectations.

## Select Project Experience

### MUNICIPAL CONSULTING

- Primary contact for several cities, townships and villages, managing the entirety of municipal projects – Bloomfield Township; City of Bloomfield Hills; Delhi Township; Eaton Rapids; Holly Township; Brandon Township; Macomb County Office of the Public Works Commissioner; Village of Franklin
- GLRI – EPA Environmental Projects – Macomb County; Sterling Heights; City of Troy – Sites: Clinton River Corridor; McBride Drain; Partridge Creek; Clinton River Spillway; Sylvan Glen Golf Course
- Vulnerability Assessment – City of Bloomfield Hills – Project manager for federally mandated vulnerability assessment as required by the Bioterrorism Preparedness Act of 2001
- Short-Term Corrective Action Plan – City of Bloomfield Hills – Project manager for the city's ongoing annual STCAP plan required by EGLE and outlined with the city's administrative consent order
- Water and Sewer Utility Rate Analysis – City of Bloomfield Hills

### WATER TREATMENT/DISTRIBUTION

- DWRF Project Contracts 5A & 5B – Independence Township
- Water System Improvements – City of Bloomfield Hills
- Water System Master Plan – City of Bloomfield Hills
- Carpenter Road Storm Water Management Plan – Washtenaw County Road Commission

### MISCELLANEOUS

- Expert Witness and Litigation Assistance – City of Bloomfield Hills
- SWPPI, IDEP, PEP – City of Bloomfield Hills
- Water Quality Evaluation, Expert Witness and Litigation Assistance – Delhi Township; Delhi DDA

### WASTEWATER COLLECTION/TREATMENT

- MIDD D SAW Grant Project Plan – Macomb County Public Works Office
- MIDD D SRF Project Plan – Macomb County Public Works Office
- On-Site Sewage Disposal System and Septic Investigation – City of Bloomfield Hills
- CSO District Sewer Rehabilitation – City of Bloomfield Hills

- Sludge Dewatering and Drying Project – Delhi Township
- Sanitary Sewer Master Plan – Brandon Township
- Andersonville Road Low Pressure Sanitary Sewer SAD – Independence Township

#### **WATER RESOURCES/WATERSHED MANAGEMENT**

- Paint Creek Habitat Restoration Dam Removal – Clinton River Watershed Council
- Clinton River Spillway Habitat Restoration – Macomb County Public Works
- Restoring Fish Passage in Red Run Headwaters – City of Troy
- Rouge River Restoration Projects – City of Birmingham
- Avon Creek Restoration and Dam By-Pass – City of Rochester Hills
- Great Lakes Restoration Initiative and Related Grants
- Black River Watershed Wetland Mitigation Bank – Michigan Department of Transportation
- Long Lake Shores Association Canal Dredging SAD Project, Upper Long Lake Board – Bloomfield Township; West Bloomfield Township
- Williams Lake Canal Dredging SAD Project – Waterford Township

#### **ROADS/BRIDGES**

- West Stadium Boulevard Reconstruction – City of Ann Arbor
- Geddes Avenue Reconstruction – City of Ann Arbor
- Tamworth Street Bridge Replacement Project – Road Commission for Oakland County
- 2007-2017 Road Improvement Programs – City of Bloomfield Hills
- Island Park Restoration – City of Eaton Rapids Downtown Development Authority
- Road Improvement Program Master Plan – City of Bloomfield Hills
- Abbott Road Reconstruction – City of East Lansing

#### **PARKS & RECREATION**

- Safety Path Master Plan – City of Bloomfield Hills
- M-15 Safety Path-Brandon Township – Road Commission for Oakland County
- Rail Trail Southeast Connector – City of South Lyon
- Kensington-Island Lake Connector – Western Oakland County Trail Management Council
- Clinton Riverwalk at Memorial Park – City of Utica

## Education

BS, Civil and Environmental Engineering  
University of Michigan 1997

## Experience

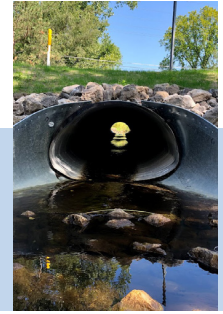
With HRC since 1998  
25 years of total experience

## Professional Registration/ Certification

Professional Engineer, Michigan  
No. 6201048582

## Affiliations

American Public Works Association  
President -MI Chapter 2018-2019  
American Society of Civil Engineers  
Transportation Research Board



## Charles Hart, PE VICE PRESIDENT

Charles Hart leads HRC's Transportation, Materials Testing, GIS and Asset Management Departments. His experience includes managing and designing complex roadway, roundabout/intersection, bridge and culvert replacement and rehabilitation, municipal utility, and drainage improvement projects. He sets the firm's direction for the successful execution of multi-disciplined projects, while providing his clients with functionally detailed design solutions for immediate concerns and anticipated future needs. Mr. Hart has also overseen several architectural and facility renovation and expansion projects for a variety of clients.

## Select Project Experience

### MUNICIPAL CONSULTING

- As Needed Design Services – City of Pontiac, Road Commission for Oakland County (RCOC), City of Farmington Hills, City of Ann Arbor, Wayne County Airport Authority (WCAA), Washtenaw County Road Commission (WCRC)

### ROADS/BRIDGES

- 14 Mile Road Rehabilitation – Drake to Farmington – City of Farmington Hills
- Sashabaw Road over Clinton River Bridge Replacement – Road Commission for Oakland County
- Normandy/Beverly at Greenfield Road Intersection Improvements – Road Commission for Oakland County
- Waldon Road Paving – Clintonville to Baldwin – Road Commission for Oakland County
- Shiawassee Road Reconstruction – Hawthorne to Nine Mile – City of Farmington Hills
- Normandy Hills Subdivision Rehabilitation – City of Farmington Hills
- Pontiac Trail over Norton Creek Culvert Replacement – Road Commission for Oakland County
- 14 Mile Road Reconstruction – Farmington to Orchard Lake – City of Farmington Hills
- Martin Road Realignment – Road Commission for Oakland County /Commerce Township
- Adams Road, Walton to Hamlin, Alternative Analysis – RCOC/City of Rochester Hills/Oakland University
- Farmington Freeway Industrial Park Subdivision Rehabilitation – City of Farmington Hills
- Cass Lake Road over Cass Lake / Otter Canal Culvert Replacement – Road Commission for Oakland County
- Heritage Hills and Wedgwood Commons Subdivision Rehabilitation – City of Farmington Hills
- Union Lake Road over Hayes Drain Culvert Replacement – Road Commission for Oakland County
- Cranbrook Road Rehabilitation – 14 Mile to Maple – Road Commission for Oakland County
- Park Hill Boulevard Paving – City of Farmington Hills
- W. Maple Road Rehabilitation – Inkster to Franklin – Road Commission for Oakland County
- 14 Mile Road Reconstruction – Middlebelt to Inkster – City of Farmington Hills
- N. Holly Road Rehabilitation – Road Commission for Oakland County
- Pontiac Trail and Seven Mile Road Intersection Improvement Project – Washtenaw County Road Commission
- Square Lake over Dan Devine Drain Culvert Replacement – Road Commission for Oakland County
- Dixboro Road Paving – 8 Mile to 9 Mile – Road Commission for Oakland County
- Livernois Road Rehabilitation – Avon Road to Walton Boulevard – Road Commission for Oakland County
- Power Road Reconstruction – 10 Mile to 11 Mile – City of Farmington Hills
- Local Road Rehabilitation – Flemings Roseland, Tarabusi Roseland, Farmington Acres – City of Farmington Hills

- Moon Road and Bemis Road – Washtenaw County Road Commission
- Sharon Valley Bridge Replacement – Washtenaw County Road Commission
- Gunn and Adams Intersection Improvement – Road Commission for Oakland County
- Walton Boulevard Culvert Replacements – Road Commission for Oakland County
- Thirteen Mile and Inkster Road Rehabilitation – City of Farmington Hills
- Nine Mile and Halsted Road Rehabilitation – City of Farmington Hills
- Flint Street and Miller Street Intersection Improvements – Road Commission for Oakland County
- Eleven Mile Road Rehabilitation – Orchard Lake to Middlebelt - City of Farmington Hills
- Scio Church and Wagner Road Intersection Improvements – Washtenaw County Road Commission
- Cedar Island Road Culvert Replacement – Road Commission for Oakland County
- University Drive Reconstruction – City of Pontiac
- South Boulevard Rehabilitation – City of Pontiac
- Orchard Lake Reconstruction – City of Farmington Hills and Road Commission for Oakland County
- Gill Road and Colfax Road Reconstruction – City of Farmington Hills
- Geddes Avenue Reconstruction – City of Ann Arbor
- Sashabaw Road and I-75 Interchange Improvements – Independence Township; Road Commission for Oakland County
- Tienken Road Rehabilitation – Road Commission for Oakland County
- Tienken Road Construction – Road Commission for Oakland County
- Martin Luther King, Jr. Boulevard Overlay – City of Pontiac
- Pontiac Trail and Seven Mile Road Roundabout Construction – Washtenaw County Road Commission
- Independence Commons Subdivision Reconstruction – City of Farmington Hills
- Quarton and Chesterfield Intersection Improvements – City of Birmingham
- Orion Road Bridge Replacement – Road Commission for Oakland County
- Thirteen Mile Road Concrete Repairs – City of Warren
- Northline Road Reconstruction – Wayne County Airport Authority
- Tamworth Street Bridge Replacement – Road Commission for Oakland County
- US-24 (Dixie Highway) Rehabilitation – Michigan Department of Transportation
- Fourteen Mile Rehabilitation – Michigan Department of Transportation
- West Stadium Boulevard Reconstruction – City of Ann Arbor
- Rochester Road and Wattles Road Reconstruction – City of Troy
- Cooley Lake Road Widening & Rehabilitation – Michigan Department of Transportation
- Ten Mile Road Rehabilitation – City of Southfield; Road Commission for Oakland County
- Multi-Year Infrastructure Improvement Program – City of Howell

#### **AIRPORTS & TRANSPORTATION FACILITIES**

- Airport East Service Drive Reconstruction and Relocation of Airport West Service Drive & Runway 4R/22L Service Road, Detroit Metropolitan Airport – Wayne County Airport Authority (WCAA)
- Detroit Metropolitan Airport – Miscellaneous Design and Studies – Wayne County Airport Authority (WCAA)
- Central Campus Transit Center – University of Michigan

#### **INDUSTRIAL FACILITIES & ARCHITECTURAL**

- Municipal Building and Courthouse Renovations – City of Pontiac
- Waterford Facilities – New Building & Expansion Projects – Road Commission for Oakland County
- Off-Road Testing Course – General Motors – Milford Proving Grounds

#### **PARKS & RECREATION**

- Ram Trail Construction – Delhi Township and Ingham County Department of Road

#### **WATER TREATMENT/DISTRIBUTION**

- Beal Avenue Reconstruction. Water Main and Storm Relief Sewer – University of Michigan, Ann Arbor
- M-39 Pump Station Rehabilitation – Michigan Department of Transportation
- 1998, 1999 Water System Improvements – City of Wixom

## Education

BS, Civil Engineering  
University of Detroit Mercy, 1996

## Experience

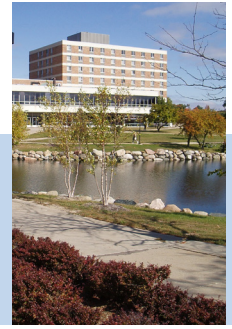
With HRC since 2019  
26 years of total experience

## Professional Registration/ Certification

Professional Engineer Michigan No. 54062

## Affiliations

American Public Works Associations  
(APWA)  
Clinton River Trail Alliance  
MWEA



## John Balint, PE ASSOCIATE

John Balint is a senior project engineer at HRC. He joined the firm after 13 years of service with the City of Pontiac. Mr. Balint served as Director of Public Works and City Engineer. As Director of Public Works, his responsibilities included preparing and overseeing transportation and storm sewer funds, capital improvement funds, and general operation budgets as well as being responsible for all EGLE MS4 permitting tasks. Previous to his role as Director of Public Works, he was the city engineer for the City of Pontiac. He was also instrumental in acquiring funding for numerous projects through various grant agencies.

## Select Project Experience

### MUNICIPAL CONSULTING

- Heritage Park River Trail Bridge Replacement — City of Farmington Hills
- Main Street (M83) ad Weiss Street Corridor Traffic Management Study — City of Frankenmuth
- Site Plan Reviews — City of Farmington Hills
- Site Plan Reviews — Township of Brandon
- Site Plan Reviews — Township of Holly
- Guardrail Inspection — City of Ann Arbor

### WATER RESOURCES/WATERSHED MANAGEMENT

- South Lyon Pontiac Trail Drainage Study – Road Commission for Oakland County
- Clinton River Cutoff Channel Repair at Yates – Great Lakes Fishery Commission
- Land and Water Conservation Grants — Brandon Township
- Private Detention Basin Program — City of Ann Arbor
- Landfill Compliance with EGLE and GLWA – City of Pontiac
- Stormwater Apportionment — St. Clair Shores
- Wheeler Facility Dredging — City of Ann Arbor
- Lake Angelus Dam Project — City of Lake Angelus
- Risk and Resilience Assessment — Township of Shelby
- Ortonville Frogs Parking Lot — Township of Brandon
- Plum Hollow Country Club — City of Southfield
- Storm Sewer Investigation and Repair – Oakland University
- Narrow Gauge Drainway Study – City of Ann Arbor
- MS4 Permitting Assistance – Multiple Clients
- Park Place Apartments Drainage Study – City of Ann Arbor

### PREVIOUS PROFESSIONAL EXPERIENCE

- Centerpoint Parkway Reconstruction utilizing MDOT Category A – Economic Development – City of Pontiac
- University Drive Reconstruction — City of Pontiac



- South Boulevard Road Resurfacing — City of Pontiac
- CDBG Sidewalk Program (2009–2019) — City of Pontiac
- Centerpoint Parkway Reconstruction utilizing MDOT Category A – Economic Development – City of Pontiac
- University Drive Reconstruction — City of Pontiac
- Joslyn Road Resurfacing — City of Pontiac
- South Boulevard Road Resurfacing — City of Pontiac
- CDBG Sidewalk Program (2009–2019) — City of Pontiac

## Education

MA, Architecture

University of Detroit Mercy, 2004

BA, Architecture

University of Detroit Mercy, 2000

## Experience

With HRC since 2012

22 years of total experience

## Professional Registration/ Certification

Registered Architect, Michigan No. 51959

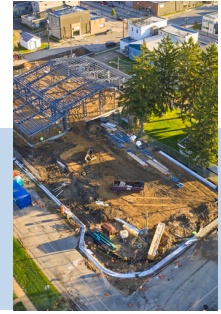
US Green Building Council Leadership  
in Energy & Environmental Design  
Accredited Professional Building Design  
and Construction (LEED AP BD+C)

Registered Plan Reviewer, Michigan No.  
INSP01005

## Affiliations

American Institutes of Architecture

International Code Council



## Adrianna Melchior, AIA, LEED AP BD+C ASSOCIATE

As head of Hubbell, Roth & Clark's architectural department, Adrianna Melchior conceptualizes, designs, and orchestrates functional and aesthetically pleasing architectural solutions for commercial, industrial, municipal, and private clients. With a talent for exceeding client expectations, her responsibilities include space planning and design, construction documents, bid management, construction administration, shop drawing review, cost estimating, code compliance reviews, 3D modeling and renderings, material finish selections and coordination, and project closeouts. She places a high priority on attention to detail and problem solving on every project. Her work is showcased at HRC's corporate headquarters, where she was responsible for the renovation of its Bloomfield Hills office.

## Select Project Experience

### PARKS/RECREATION

- Greenmead Park Pavilion & Ice Rink Study – City of Livonia
- Veteran's Park Ice Arena Repairs – City of Ann Arbor
- Veteran's Park Shelter Demolition – City of Ann Arbor
- Transportation Building Roofing Replacement – City of Warren
- Senior Center Conceptual Study – City of Livonia
- Halmich Park Master Plan – City of Warren
- Youth Recreation Center Feasibility Study – City of Pontiac
- Ridgewood Park Improvements – City of Warren
- Recreation Center Building Assessments – Royal Oak Township

### INDUSTRIAL FACILITIES

- Design-Build Ash Handling Building New Construction – DTE Trenton Channel Power
- Office Renovation – US Ecology Belleville
- Locker Room Addition/Renovation and Electrical Building New Construction – US Ecology Romulus
- Parking Canopy Study, Milford Proving Ground Campus – General Motors Corporation
- Well House 8 Building New Construction, Milford Proving Ground Campus – General Motors Corporation
- Multiple Renovation Projects in Existing Automobile Manufacturing Facilities – MAHLE Industries

### MUNICIPAL FACILITIES

- Spicer House Roof Replacement – City of Farmington Hills
- Senior Center Improvements – City of Pontiac
- Ice Arena ReRoofing – City of Farmington Hills
- Silver Village Roofing Replacements – City of Livonia
- Municipal Buildings ADA Assessments and Recommendations – City of Warren
- DPW Water Garage Break Room and Locker Room Renovations – City of Warren
- DPW Office Improvements – City of Berkley
- Public Safety Main Entrance Renovations – City of Berkley
- Fire Station #4 Roofing Replacement – City of Warren

## WASTEWATER COLLECTION/TREATMENT

- POTW Solids Handling Building New Construction – Delhi Township
- WWTP Incinerator Stack Demolition – City of Warren
- WWTP Headworks Improvements – City of Ann Arbor
- Main Entrance Improvements – Great Lakes Water Authority
- Design-Build for Incineration II Fire Repairs – Great Lakes Water Authority
- WWTP Misc. Building Improvements – South Huron Valley Utility Authority
- Emergency and Evacuation Maps for WRRF and CSO Sites – Great Lakes Water Authority
- Third Avenue Pump Station Building Improvements – City of Flint
- Booster Station Window Assessments & ROI Analysis – Oakland County Water Resources Commissioner

## AIRPORTS & TRANSPORTATION FACILITIES

- Hein Building Needs Assessment & Planning – Suburban Mobility Authority for Regional Transportation (SMART)
- LET Monroe Transit Center Tenant Build Out – Suburban Mobility Authority for Regional Transportation (SMART)
- Blue Deck Steam Line Replacement Project – Wayne County Airport Authority
- Interior Finish Selection and Furniture Design – Suburban Mobility Authority for Regional Transportation (SMART)
- Pump Station 14 Building Assessment – Wayne County Airport Authority

## WATER TREATMENT/DISTRIBUTION

- WTP Building Renovations & New Construction – City of Cheboygan
- Filtration Building Improvements – City of Algonac
- Emergency Water Meter Vault New Construction – Waterford Township
- WTP Building Renovations – City of Howell
- Woodingham Pump Station New Construction & Renovations – City of East Lansing
- South & Beach Pump Station New Construction – City of Troy

## MISCELLANEOUS

- Irrigation Pump Station New Construction – Plum Hollow Country Club
- Main Restroom Renovations – Salem Lutheran School
- Stilwell Manor Senior Apartments Roof Replacement – City of Warren
- Orchard Place Basement Renovation – Private Owner
- Northland Mall Demolition Project – City of Southfield
- Design of New Addition and Interior Renovations – Lakeshore Residence
- Building Assessments at Multiple Cemetery Facilities – Archdiocese of Detroit

## COMMERCIAL DEVELOPMENT

- Troy Location Lab and Office Improvements – Hubbell, Roth & Clark, Inc.
- Industrial Office Building Roof Framing Repairs – Lautrec, Ltd.
- Corporate Headquarters Renovations and Vestibule Addition – Hubbell, Roth & Clark, Inc.
- Interior Office Renovations – Lautrec, Ltd.
- Generator Enclosure – Hubbell, Roth & Clark, Inc.
- Interior Finish Selection and Millwork Designs – Metro Welding Supply Corporation
- Kingswood Hospital Roof Drainage Improvements – Ascension Health
- Exterior Façade and Roof Drainage Improvements – Providence Hospital Pavilion Office Building
- Kmart Façade Renovation – Sears Holdings Management Corporation

## Education

MS, Civil Engineering  
Wayne State University, 2003  
BS, Civil Engineering  
University of Detroit Mercy, 2000

## Experience

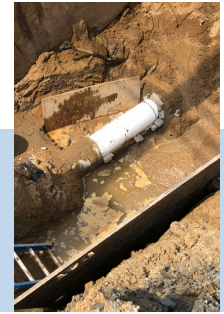
With HRC since 2000  
22 years of total experience

## Professional Registration/ Certification

Professional Engineer, Michigan No.  
6201052448  
Certificate of Construction Contract  
Administration (CCCA)  
LEED Accredited Professional (LEED AP)  
Risk Assessment Methodology for Water  
Systems (RAM-W)  
Stormwater Modeling with SWMM and  
PCSWMM  
Water Distribution Modeling with Pipe  
2000

## Affiliations

American Water Works Association  
(AWWA)  
Southeastern Oakland County Municipal  
Engineers (SOCME)  
American Public Works Association  
(APWA)  
American Society of Civil Engineers  
(ASCE)  
University of Detroit Mercy Civil &  
Environmental Engineering Advisory  
Council



## Bradley Shepler, PE, CCCA, LEED AP

### SENIOR ASSOCIATE

Bradley Shepler is a senior associate with Hubbell, Roth & Clark. Since joining the firm in July of 2000, he has served as project manager on a broad range of infrastructure projects for counties and municipalities throughout Southeast Michigan. He has managed numerous projects related to water distribution, sewer, and stormwater conveyance systems, including hydrologic and hydraulic analyses, utility planning and coordination and infrastructure management. He was instrumental in the success of the MCWDD Sewer Metering Facility Rehabilitation Repair Project, working with the Macomb County Public Works Commissioner's Office on planning, designing, managing, and administering drawings and specifications for over \$7 million dollars for the rehabilitation and repair of 18 sewage-metering facilities in the Macomb County Wastewater Disposal District. He guided the process of securing an S2 Grant plus assistance from the State Revolving Fund Loan Program and managed the design and construction of the project.

## Select Project Experience

### WASTEWATER COLLECTION/TREATMENT

- MIDDD SAW Grant Project Plan – Macomb County Public Works Commissioner
- MID Repair Project (Romeo Arm) Project Plan – Macomb County Public Works Commissioner
- Sanitary Lift Station Pump Replacement Project – City of Troy
- Big Beaver Relief Drain – City of Troy
- MCWDD Sewer Metering Facility Rehab/Repair Project – Macomb County Public Works Commissioner
- SY-S-1 & SY-S-2 Condition Assessment, Investigation & Improvement Study – Macomb County Public Works Commissioner
- NG1 Phase 2 Pipe Integrity Evaluation – Macomb Public Works Commissioner
- Sanitary Lift Station Pump Replacement Project – City of Troy
- Big Beaver Relief Sewer – City of Troy

### WATER TREATMENT/DISTRIBUTION

- Opdyke Booster Station Surge Relief Valve Replacement Evaluation – OCWRC/City of Pontiac
- Regulator Chamber Cone Valve Replacement Project – OCWRC/City of Pontiac
- Section 8 & Section 17 Water System Looping Improvements – OCWRC/City of Pontiac

- 16-Inch Transmission Main Rehabilitation & PRV Vault Relocation Project (14 Mile Road) – Southeastern Oakland County Water Authority
- Walton Blvd 12-inch HDD Distribution Main Installation Project – OCWRC/City of Pontiac
- South Blvd. & Beach Road PRV and Meter Rehabilitation Project – City of Troy
- System Optimization/Valve Investigation Program – OCWRC/City of Pontiac
- Booster Pump Station #2 Replacement Project – City of Rochester Hills
- Five Mile Road Water Main Replacement Project – City of Livonia

#### **WATER RESOURCES/STORMWATER MANAGEMENT**

- Dequindre Road Relief Sewer – City of Troy
- Erity Dam Spillway Replacement Project – Village of Beverly Hills
- West Stadium Boulevard – City of Ann Arbor
- Geddes Avenue Improvements – City of Ann Arbor
- Haggerty Road Reconstruction – Road Commission for Oakland County
- West Stadium Boulevard – City of Ann Arbor
- Northwestern Highway Connector Project – City of Farmington Hills; West Bloomfield Township
- Sylvan Glen Streambank Stabilization Project – City of Troy
- Drainage and Street Improvements – Village of Beverly Hills; Village of Romeo
- Stormwater Investigation – Oakland University

#### **MUNICIPAL CONSULTING**

- Infrastructure Improvement Projects (2006–2014) – City of Bloomfield Hills
- Infrastructure Improvement Projects (2012–Present) – Village of Beverly Hills
- Street Improvement Program (2009 – Present) – City of Keego Harbor

#### **ROADS/BRIDGES**

- Amrhein Road Reconstruction – City of Livonia
- Troy Trails (Phase 1) – City of Troy
- Avon Road Pathway – City of Rochester Hills
- South Boulevard Pathway – City of Rochester Hills
- Bridge Scour Plan of Action – City of Rochester Hills; Village of Beverly Hills; Village of Lake Orion
- M-59 Multi-Use Pathway – Highland Township

#### **AIRPORTS & TRANSPORTATION FACILITIES**

- Development of Standard Details and Specs for Landside Features – Wayne County Airport Authority
- Airport East Service Dr. Reconstruction & Airport West Service Dr. Relocation Project– Wayne County Airport Authority

#### **PARKS & RECREATION**

- Avon Road Pathway, South Boulevard Pathway – City of Rochester Hills

#### **PARKING, PAVEMENT, & STREET LIGHTING**

- Fire Station No. 3 Parking Lot Improvements – Plymouth Township

## Education

BS, Civil Engineering  
Michigan State University, 2004

## Experience

With HRC since 2009  
17 years of total experience

## Professional Registration/ Certification

Professional Engineer Michigan No. 57196

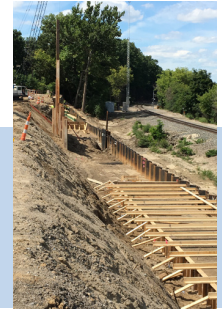
## Professional Certifications

US Green Building Council Leadership in  
Energy & Environmental Design Accredited  
Professional (LEED AP)

Certified by the Michigan TAMC to  
perform PASER ratings for bi-annual  
federal aid eligible roadways

## Affiliations

American Society of Civil Engineers  
International Concrete Repair Institute  
Michigan Business Aviation Association  
American Council of Engineering  
Companies  
American Public Works Association  
Engineering Society of Detroit  
Michigan Concrete Association  
Advisor for MSU Civil Engineering  
Capstone Senior Design Course



## Brian Davies, PE, LEED AP ASSOCIATE

Brian Davies leads HRC's Civil-Transportation Department, where his primary work experience has included management of multi-disciplinary infrastructure design and construction projects. He also leads HRC's mentoring program, where he is responsible for developing HRC's young engineering professionals. His project management responsibilities include regular meetings and communications with clients; managing project expectations; providing leadership and coordination for HRC and subconsultant team members; ensuring project schedules and budgets are met and critical project goals are achieved; detailed design, plan, and specification preparation; estimating; construction scheduling and construction management/ administration. Brian has gained experience managing design and providing construction administration services for many types of projects, including roads, bridges, parking lots, retaining walls, airports, hospitals, schools, pump stations, CSO facilities, power plant process facilities, automotive plants, and athletic facilities (most notably the University of Michigan Stadium project).

## Select Project Experience

### MUNICIPAL CONSULTING

- As Needed Engineering Services for Department of Public Works – City of Ann Arbor
- Construction Plan Reviews – City of Pontiac
- Citywide Guardrail Evaluation – City of Ann Arbor
- Expert Witness/ADA Consulting for Cole Street Lawsuit – City of Birmingham
- Roadway Federal Aid (TIP) Funding Applications – City of Pontiac
- City-Wide ADA Consulting/Expert Witness – City of Howell
- 2017 Neighborhood Improvement Program – Tarabusi Roseland Gardens, Farmington Acres & Flemings Roseland Parks – City of Farmington Hills
- Chesterfield Neighborhood Improvements – City of East Lansing
- 2011 Street Improvement Program – City of Howell
- Multi-Year Infrastructure Improvement Program – City of Howell

### ROADS/BRIDGES

- US-23 Rehabilitation (3R) – Sayers Road to the north Alcona County Line – Michigan Department of Transportation
- Innovative Mound Road Reconstruction – Program Manager for Design-Build (4R) – I-696 to M-59 – Macomb County Department of Roads (Subconsultant to HNTB)
- Signal Modernization and Intersection Improvements at four locations – Ecorse/Pelham, Eureka/Dix Toledo, Hannan/Northline (I-94 S. Service Drive), Van Born/Beach Daly – Wayne County
- Outer Drive Rehabilitation (3R) – Michigan Avenue to Golfview Drive – Wayne County
- Greenwood Avenue Reconstruction – Morrell Street to Franklin Street – City of Jackson
- Halsted Road Reconstruction – I-696 to 12 Mile Road – City of Farmington Hills

- Trowbridge Court Reconstruction – City of Bloomfield Hills
- Rogell to Dingell Connector Bridge – Wayne County Airport Authority (WCAA)
- South Boulevard Rehabilitation (3R) – M-1 (Woodward Avenue) to Martin Luther King Jr. Blvd. – City of Pontiac
- Joslyn Road Rehabilitation (3R) – Perry to Walton – City of Pontiac
- Thirteen Mile Road Rehabilitation – Halsted to Drake – City of Farmington Hills
- Thirteen Mile Road & Drake Road Rehabilitation (3R) Projects – City of Farmington Hills
- Geddes Avenue Improvements Project – City of Ann Arbor
- Bridge 13365 (McNamara Bridge) Structure, Expansion Joint and Bridge Seat Replacement – Wayne County Airport Authority
- Belleville Road Improvements for Costco Wholesale Corporation – Van Buren Distribution Facility – Mulvany/G2 Architects and V3 Corporation
- Madison Avenue Reconstruction (4R) – City of Bay City
- I-75 & Sashabaw Interchange Improvements – Independence Township & RCOG
- Northline Road Reconstruction – Wayne County Airport Authority (WCAA)
- Haggerty Road Rehabilitation, Oakley Park to Richardson – Road Commission for Oakland County
- Hickory Grove, Square Lake Road to Franklin Road – Bloomfield Township
- US-24 (Dixie Highway) Rehabilitation – Michigan Department of Transportation
- M-24, Rehabilitation, Nepessing to Davis Lake Road – MDOT Davison TSC
- Tienken Road Reconstruction (4R) – Road Commission for Oakland County

#### **AIRPORTS & TRANSPORTATION FACILITIES**

- Perimeter Security Enhancements along Wayne, Vining, Middlebelt & Eureka Roads – Wayne County Airport Authority (WCAA)
- McNamara Parking Structure Emergency Retaining Wall Repairs – Wayne County Airport Authority (WCAA)
- 2019 Roadway CPM Construction Administration Services (McNamara Roadways, CP1 Reconstruction, Old Goddard Road Mill & Overlay) – Wayne County Airport Authority (WCAA)
- Roadway & Parking Lot Asset Management Planning – Wayne County Airport Authority (WCAA)
- 2018 Airport Road Rehabilitation Projects – Eureka Ramps, McNamara Ramps, East Service Drive, Checkpoint 1, Old Goddard & Middlebelt Connector – Wayne County Airport Authority (WCAA)
- Rogell to Dingell Connector Bridge – Wayne County Airport Authority (WCAA)
- Dingell Drive Retaining Wall & Decorative Security Fence Repairs – Wayne County Airport Authority
- Bridge 13365 (McNamara Bridge) Structure, Expansion Joint and Bridge Seat Replacement –WCAA
- McNamara Terminal Curbside Enhancements – Wayne County Airport Authority (WCAA)
- DTW Roadway CPM and West Service Drive Rehabilitation Projects – Wayne County Airport Authority (WCAA)

#### **WATER TREATMENT/DISTRIBUTION**

- Greenwood Avenue Reconstruction – Morrell St. to Franklin St. – City of Jackson
- Airport Middlebelt Water Main Connection and CP2 Bypass Line – Wayne County Airport Authority (WCAA)
- Chesterfield Road/Lakewood Drive Water Main Replacement and Road Reconstruction – City of Bloomfield Hills
- Country Club Drive Water Main Replacement and Road Reconstruction – City of Bloomfield Hills
- West Service Drive Watermain & Sewer Relocation Project – Wayne County Airport Authority (WCAA)
- Beal Avenue Water Main and North Campus Storm Relief System – University of Michigan
- CPP Water Treatment Upgrade Phase 2/Bid Package 2 – University of Michigan

#### **TRAFFIC ENGINEERING/INTELLIGENT TRANSPORTATION SYSTEMS**

- Central Campus Transit Center – University of Michigan

#### **PARKING, PAVEMENT, & STREET LIGHTING**

- On-Call Parking Lot Maintenance Design and CA – Wayne County Airport Authority (WCAA)
- Green Lot 2 Rehabilitation – Wayne County Airport Authority (WCAA)
- Building 534 Demolition and Green Lot 1 Relocation Design – Wayne County Airport Authority (WCAA)
- North Employee Parking Lot Rehabilitation – Wayne County Airport Authority (WCAA)
- Parking Lot No.1 Reconstruction – City of Howell
- Orchard Lake Road Pavement Evaluation and Funding Applications – City of Pontiac

#### **WASTEWATER COLLECTION/TREATMENT**

- Phase I WWTP Influent Relief Sewer – Kalamazoo Street Interceptor – City of East Lansing

## Education

BS, Construction Engineering  
Western Michigan University, 2006

## Experience

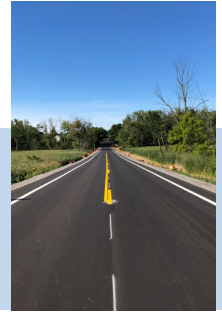
With HRC since 2006  
16 years of total experience

## Professional Registration/ Certification

Professional Engineer Michigan No. 58860

## Affiliations

American Society of Civil Engineers  
(ASCE)  
American Public Works Association  
ACEC Emerging Leaders Program 2019



## Andrea Pike, PE ASSOCIATE

Andrea Pike is an associate in the Transportation Department and manages multi-disciplinary roadway design projects and leads the construction administration activities for these projects. Her management responsibilities include providing regular client communication and updates on projects; managing and ensuring project schedules, budgets and goals are met; coordination between HRC and subconsultant team members. Ms. Pike manages the Transportation Group which is responsible for generating plans, vertical and horizontal alignments, typical sections and details, utility profiles, storm sewer design, detailed grades, construction staging and maintenance of traffic plans, signing and pavement marking plans and generating special provisions and cost estimates for a variety of road projects for municipal clients. Projects include road, bridge and culvert reconstructions, roundabout construction, and road rehabilitation/resurfacing. Most of her design and project management work is for federally funded projects following Michigan Department of Transportation (MDOT) guidelines for special provisions and estimating.

## Select Project Experience

### MUNICIPAL CONSULTING

- As Needed Design Services – Road Commission for Oakland County (RCOC), City of Farmington Hills, City of Ann Arbor, Washtenaw County Road Commission (WCRC)

### ROADS/BRIDGES

- Fourteen Mile Road Rehabilitation – Drake to Farmington – City of Farmington Hills
- Sashabaw Road over Clinton River Bridge Replacement – Road Commission for Oakland County
- Normandy/Beverly at Greenfield Road Intersection Improvements – Road Commission for Oakland County
- Waldon Road Paving – Clintonville to Baldwin – Road Commission for Oakland County
- Shiawassee Road Reconstruction – Hawthorne to Nine Mile – City of Farmington Hills
- Normandy Hills Subdivision Rehabilitation – City of Farmington Hills
- Pontiac Trail over Norton Creek Culvert Replacement – Road Commission for Oakland County
- Fourteen Mile Road Reconstruction – Farmington to Orchard Lake – City of Farmington Hills
- Farmington Freeway Industrial Park Subdivision Rehabilitation – City of Farmington Hills
- Cass Lake Road over Cass Lake / Otter Canal Culvert Replacement – Road Commission for Oakland County
- Heritage Hills and Wedgwood Commons Subdivision Rehabilitation – City of Farmington Hills
- Union Lake Road over Hayes Drain Culvert Replacement – Road Commission for Oakland County
- Nichols Road Widening and Resurfacing – Road Commission of Kalamazoo County
- Solon Street Resurfacing – Road Commission of Kalamazoo County
- Martin Luther King Jr. Drive Reconstruction – City of Jackson
- Cranbrook Road Rehabilitation – 14 Mile to Maple – Road Commission for Oakland County
- Park Hill Boulevard Paving – City of Farmington Hills
- W. Maple Road Rehabilitation – Inkster to Franklin – Road Commission for Oakland County



- Fourteen Mile Road Reconstruction – Middlebelt to Inkster – City of Farmington Hills
- N. Holly Road Rehabilitation – Road Commission for Oakland County
- Pontiac Trail and Seven Mile Road Intersection Improvement Project – Washtenaw County Road Commission
- Farmington Road Pedestrian Bridge- City of Farmington Hills
- Hathaway Street Reconstruction – City of Farmington Hills
- Square Lake over Dan Devine Drain Culvert Replacement – Road Commission for Oakland County
- Dixboro Road Paving – 8 Mile to 9 Mile – Road Commission for Oakland County
- Fuller Road Sidewalk – City of Ann Arbor
- Dhu Varren Sidewalk Gaps – City of Ann Arbor
- Livernois Road Rehabilitation – Avon Road to Walton Boulevard – Road Commission for Oakland County
- Power Road Reconstruction – 10 Mile to 11 Mile – City of Farmington Hills
- Local Road Rehabilitation Program – Flemings Roseland, Tarabusi Roseland, Farmington Acres – City of Farmington Hills
- Moon Road and Bemis Road – Washtenaw County Road Commission
- Sharon Valley Bridge Replacement – Washtenaw County Road Commission
- Gunn and Adams Intersection Improvement – Road Commission for Oakland County
- Grand River and Washington Intersection Improvements – City of Lansing
- Walton Boulevard Culvert Replacements – Road Commission for Oakland County
- Kalamazoo Street Bike Lanes – City of Lansing
- Thirteen Mile and Inkster Road Rehabilitation – City of Farmington Hills
- Nine Mile and Halsted Road Rehabilitation – City of Farmington Hills
- Flint Street and Miller Street Intersection Improvements – Road Commission for Oakland County
- Eleven Mile Road Rehabilitation – Orchard Lake to Middlebelt - City of Farmington Hills
- Scio Church and Wagner Road Intersection Improvements – Washtenaw County Road Commission
- 2016 Downtown Streets and Parking Lot Rehabilitation – City of Jackson
- Independence Commons Subdivision Road Rehabilitation – City of Farmington Hills
- Colfax Street and Gill Road Reconstruction – City of Farmington Hills
- Drake Road Rehabilitation – 13 Mile to 14 Mile – City of Farmington Hills
- Dodge Park Road – City of Sterling Heights
- Chesterfield Neighborhood Improvements – City of East Lansing
- Geddes Avenue Improvements Project – City of Ann Arbor
- Quarton and Chesterfield Intersection Improvement – City of Birmingham
- Pontiac Trail and Seven Mile Road Intersection Improvement Project – Washtenaw County Road Commission
- Haggerty Road Rehabilitation – Road Commission for Oakland County
- Orion Road Bridge Replacement – Road Commission for Oakland County
- Tamworth Street Bridge Replacement – Road Commission for Oakland County
- Tienken Road Reconstruction – Road Commission for Oakland County
- Twelve Mile Road Reconstruction – City of Royal Oak

## Education

BS, Surveying Engineering  
Michigan Technological University, 2008

## Experience

With HRC since 2008  
15 years of total experience

## Professional Registration/ Certification

Professional Surveyor Michigan No.  
4001061490  
Level II Certified Infrared Thermographer  
M.U.S.T. Safety Certified  
Confined Space Entry Supervisor Certified

## Affiliations

Michigan Society of Professional Surveyors  
Michigan Society of Professional Surveyors,  
SE Chapter – Board Past-President  
National Society of Professional Surveyors  
(NSPS)  
Northwestern Michigan College –  
Surveying Program Industrial Advisory  
Board Member



## Scott Roth, PS MANAGER

Scott Roth has 15 years of experience as a professional surveyor on public and private infrastructure projects. Mr. Roth is a key participant in project requirements that include industrial site survey control networks, boundary surveys, 3D laser scanning with point cloud modeling, right of way acquisition, GNSS technology, GIS data collection and geodatabase development, route, and construction surveying, radial topographic mapping, horizontal and vertical control surveys, State Plane and UTM coordinate use, and work with various datum and computations. His experience also includes asset management, infrared forensic engineering, ADA compliance assessments, industrial infrared building envelope integrity surveys, research, and computer-aided drafting.

## Select Project Experience

### ROADS/BRIDGES

- W Avenue Reconstruction and Improvements – Road Commission of Kalamazoo County
- High Street Bridge Laser Scanning & Structure Survey – City of Jackson
- School Safety Routes – Delhi Charter Township
- Eighth Street Safety Project – Road Commission of Kalamazoo County
- Drake Road CMAQ Fiber and Signal AMTRAK Crossing – Road Commission of Kalamazoo County
- Drake Road Mill and Overlay KL Ave. to M-43 – Road Commission of Kalamazoo County
- City Parking Lots Reconstruction – City of Lansing
- Lydia Street Reconstruction – City of Jackson

### PARKING, PAVEMENT, & STREET LIGHTING

- Library Parking Deck – City of Jackson
- Pavement Rehabilitation – Sears Holdings Corporation; Our Lady of Loretto; St. Margarets of Scotland
- Pavement Management Sidewalk Study – University of Toledo
- ADA Improvements – West Bloomfield Parks and Recreation

### WATER RESOURCES/WATERSHED MANAGEMENT

- Minnow Pond Drain – City of Farmington Hills
- Meckler Drain Culvert Replacement and Stream Enhancement – GM Global Facilities
- Quarton Lake Maintenance and Dredging – City of Birmingham
- Pavilion Drive Culvert Replacement and Stream Restoration – Oakland University
- Storm Collection Inventory and Assessment SAW. Grant – City of Marysville

### WATER TREATMENT/DISTRIBUTION

- Jackson Water Plant – City of Jackson
- 2017 Watermain Projects – City of Jackson
- West Service Center Water Distribution Improvements – Great Lakes Water Authority

## WASTEWATER COLLECTION/TREATMENT

- Lola Valley Sewer – Wayne County
- Wixom Wastewater Treatment Plant Laser Scanning – City of Wixom
- Manhole Locating and NASSCO Inspection – City of Beverly Hills
- Delhi Commerce Lift Station – Delhi Township
- Woodingham Pump Station – City of East Lansing

## TRAFFIC ENGINEERING & INTELLIGENT TRANSPORTATION SYSTEMS

- Morrell Street Lighting Improvements – City of Jackson
- Glenwood Pedestrian Crossing Laser Scan and Survey – City of Grand Rapids
- Adrian Street Lighting Improvements – City of Jackson

## AIRPORTS & TRANSPORTATION FACILITIES

- Smith Terminal Survey – Detroit Metro Airport
- Lots A&B ALTA Survey – Detroit Metropolitan Airport
- Petroleum Terminal HDS Laser Scan – Sunoco Logistics, Romulus, Michigan
- FAA Navigation Antennas – Detroit Metro Airport
- Petroleum Terminal Containment – Sunoco Logistics Romulus and Port Huron, Michigan

## INDUSTRIAL FACILITIES

- Industrial Plant HDS Laser Scan and Modeling – Wacker Chemical Adrian, Michigan
- GM Roof Deck Assessments and Infrared Scanning – Numerous General Motors Sites Nationwide
- GM Building 104 AST Removals – General Motors Warren Technical Center, Michigan
- GM VEC and Fuel Blend Building UST Removals – General Motors Warren Technical Center, Michigan
- Secondary Containment Upgrades – Chrysler Jefferson North Assembly Plant, Michigan
- GM Salt Spray Building Survey – General Motors Milford Proving Grounds, Michigan

## COMMERCIAL DEVELOPMENT

- Fillmore Theater Laser Scan – City of Detroit
- Gibson House Laser Scan – City of Wixom
- First National Bank Building Laser Scanning and Revit Model – Bedrock Detroit
- Home Depot/Chili's ALTA Survey – City of Wixom
- Universal Mall – City of Warren
- Providence Hospital/Providence Park – City of Novi

## ENERGY & DISTRIBUTION

- Natural Gas Pipeline Railway Crossing – Michigan Gas & Utilities
- DTE Energy Training and Development Center Solar Panel Array – City of Westland
- GM Detroit Hamtramck Assembly Plant Solar Panels – J. Ranck Electric, Inc.
- Gas Main Right of Way – Consumer Energy Delhi Twp.
- Petroleum Terminal Containment and Infrastructure Laser Scan – Sunoco Logistics Romulus and Port Huron
- Michigan Marine Terminal HDS Laser Scan – City of River Rouge
- MGU M-40 at 24th Ave. Service Line Survey & Easement – Michigan Gas & Utilities

## MISCELLANEOUS

- Infrared Integrity Surveys – Various Locations and Clients
- Coordinate System Transformation – City of Troy

## Education

BS, Civil Engineering  
University of Detroit Mercy, 2015

## Experience

With HRC since 2013  
9 years of total experience

## Professional Registration/ Certification

MCA/ACI Concrete Field-Testing  
Technician Level I  
Michigan Certified Density Technology  
Technician



## Brent Tarpinian

### GRADUATE ENGINEER II

Brent Tarpinian is a graduate engineer II with Hubbell, Roth & Clark, Inc. His responsibilities include overseeing the construction of underground utilities, curb and gutter, sidewalk, ADA ramps, HMA paving, HMA crack treatment and joint rehabilitation, and concrete pavement patching, guardrail, traffic signals and drainage structure rehabilitation.

## Select Project Experience

### TRAFFIC ENGINEERING/INTELLIGENT TRANSPORTATION SYSTEMS

- Intersection Safety/Signal Upgrades – City of Detroit

### PARKING, PAVEMENT, & STREET LIGHTING

- Citywide Intersection Pavement Markings – City of Detroit
- Citywide Long Line Pavement Markings – City of Detroit

### ROADS/BRIDGES

- 2017/2018 Road Rehabilitation Program – Village of Franklin
- Study Plan Review of Rosemond Court Lot 20 Site Plan Review – Village of Franklin
- 30355 Rosemond Drive Site Plan Review – Village of Franklin
- 31805 Telegraph Road Site Plan Review – Village of Franklin
- 30150 Forest Drive Culvert Application Review – Village of Franklin
- Parcel No 24-07-226-017 Site Plan Review – Village of Franklin
- Study Plan Review 30080 Hickory Lane Drainage Review – Village of Franklin
- Study Plan Review 31122 Oakleaf Lane Site Plan Review – Village of Franklin
- 31600 Briarcliff Road Site Plan Review – Village of Franklin
- M-24 HMA Skip Patching – Michigan Department of Transportation, TSC
- TSC Guardrail Repairs – Michigan Department of Transportation, TSC
- TSC US-24 HMA Thermal Bond Repairs – Michigan Department of Transportation, TSC
- TSC M-1, US-24 and Square Lake Road Longitudinal Joint Microsurfacing – Michigan Department of Transportation, TSC
- TSC I-75 Concrete Pavement Repairs – Michigan Department of Transportation, TSC
- Seventeen Mile Road Bridge over Conrail Railroad – City of Sterling Heights
- Hidden Creek Subdivision Reconstruction – City of Wixom
- Red Oaks Subdivision Paving SAD – Genoa Township

### WATER TREATMENT/DISTRIBUTION

- Drainage Structure Repairs – Michigan Department of Transportation, TSC

## Education

BS, Civil Engineering  
Michigan State University, 1987

## Experience

With HRC since 1988  
35 years of total experience

## Professional Registration/ Certification

Professional Engineer Michigan No. 37675  
ACI Concrete Field Technician, Grade I  
MCA Concrete Technician, Level I  
MDOT Bituminous Paving Inspection

## Affiliations

American Society of Civil Engineers  
(ASCE)  
Institute of Transportation Engineers



## Robert DeFrain, PE SENIOR ASSOCIATE

Robert DeFrain is a senior associate and chief field engineer at Hubbell, Roth & Clark, Inc., where he oversees the scheduling and daily activities for the firm's 40+ field observers. He has more than 30 years of experience in the construction administration of public utility facilities including roadway, bridges, stormwater, sanitary and water transmission systems for municipal and private clients. He has also provided design services for several of the firm's major projects and has performed construction engineering services on over 100 MDOT and MDOT LAP projects.

## Select Project Experience

### ROADS/BRIDGES

- Halsted Road Reconstruction – I-696 to 12 Mile Road – City of Farmington Hills
- Power Road Reconstruction – 10 Mile to 11 Mile – City of Farmington Hills
- Thirteen Mile and Inkster Road Rehabilitation – City of Farmington Hills
- Dodge Park Road – City of Sterling Heights
- Geddes Avenue Improvements Project – City of Ann Arbor
- Twelve Mile Road Reconstruction – City of Royal Oak
- Main Street Reconstruction – Village of Armada
- Coolidge Highway Rehabilitation – City of Berkley
- M-59 Rehabilitation, Elizabeth Lake Road to Woodward Ave – MDOT Oakland TSC
- Seventeen Mile Road over Conrail Bridge Replacement – City of Sterling Heights
- I-75 ITS ICM/Trailblazing Signs – MDOT Oakland TSC
- ITS Expansion on I-75, M-14 and M-5 – MDOT Oakland TSC
- Thirteen Mile Road Rehabilitation – City of Warren
- Lake Street Rehabilitation – City of South Lyon
- Lakeshore Road Resurfacing – City of Grosse Pointe Shores
- ITS Design/Build for the North and Superior Regions – MDOT Newberry TSC
- Grand River Avenue Reconstruction – City of Farmington Hills
- ITS/ATMS/ATIS Deployment – Michigan Department of Transportation
- I-94 Resurfacing, Gratiot to 8 Mile – MDOT Detroit TSC
- Macomb Orchard Trail – Macomb County Department of Roads
- Rochester Road Reconstruction – City of Troy
- I-94 ITS Expansion – Michigan Department of Transportation
- Cass Avenue and Auburn Road Reconstruction – City of Utica
- Silver Lake Road – City of Fenton
- Abbott Road – City of East Lansing
- Eleven Mile Road Reconstruction – Cities of Oak Park, Berkley and Huntington Woods
- I-75 Resurfacing – Michigan Department of Transportation
- Nineteen Mile Road Reconstruction, Ryan Road to Mound Road – City of Sterling Heights

- Wixom Road Bypass – City of Wixom
- Nineteen Mile Road and Saal Road Intersection Improvements – City of Sterling Heights
- West Maple Road Resurfacing – City of Wixom
- Franklin Road Reconstruction – City of Franklin
- Rochester Road Reconstruction, I-75 to Torpey – City of Troy
- Old Blue Water Bridge Rehabilitation – City of Port Huron
- Franklin Road Reconstruction – City of Southfield
- Blue Water Bridge Plaza Reconfiguration – City of Port Huron
- Major Road Resurfacing Phase I – City of Farmington Hills

#### **PARKS & RECREATION**

- Ram Trail along Holt Road – Ingham County Road Department
- Clinton River Trail Pedestrian Bridge – City of Pontiac
- Farmington Road Safety Path Phase I – City of Farmington Hills

#### **PARKING, PAVEMENT, & STREET LIGHTING**

- Thirteen Mile Road, Concrete Pavement Repairs – City of Warren
- Northpointe Blvd Concrete Pavement Repair – City of Utica
- M-59 Concrete Pavement Repair – Michigan Department of Transportation

#### **WATER TREATMENT/DISTRIBUTION**

- M-10/M-1 Pump Station Rehabilitation – MDOT Detroit TSC
- M-10 Pump Station Rehabilitations – MDOT Detroit TSC
- I-94/Schaefer Pumphouse Rehabilitation – Michigan Department of Transportation

#### **MUNICIPAL CONSULTING**

- Detroit Safe Routes to School Program – MDOT Detroit TSC

#### **TRAFFIC ENGINEERING/INTELLIGENT TRANSPORTATION SYSTEMS**

- Rail Trail Southwest Connector – City of South Lyon

#### **MISCELLANEOUS**

- As-Needed Construction Inspection – MDOT Davison TSC
- As-Needed Construction File Reviews – MDOT Bay Region
- As-Needed Project File Reviews and Prevailing Wage Assistance – MDOT Bay Region

# OUR LOCATIONS



## **Bloomfield Hills**

555 Hulet Drive  
Bloomfield Hills, MI 48302  
248.454.6300

## **Delhi Township**

2101 Aurelius Road, Suite 2  
Holt, MI 48842  
517.694.7760

## **Detroit**

535 Griswold Street  
Buhl Building, Suite 1650  
Detroit, MI 48226  
313.965.3330

## **Grand Rapids**

1925 Breton Road SE, Suite 100  
Grand Rapids, MI 49506  
616.454.4286

## **Howell**

105 West Grand River Avenue  
Howell, MI 48843  
517.552.9199

## **Jackson**

401 Mechanic Street, Suite B  
Jackson, MI 49201  
517.292.1295

## **Kalamazoo**

834 King Highway, Suite 107  
Kalamazoo, MI 49001  
269.665.2005

## **Traverse City**

1501 Cass Street  
Traverse City, MI 49684  
231.714.5007

## **Troy**

629 Elmwood  
Troy, MI 48083  
248.454.6300