



August 2, 2026

Mr. Ken Elwer, CPRE
Parks and Natural Resources
City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

RE: City of Rochester Hills – Nowicki Park Improvements – ASR #1
Surveying Layout, Construction Inspection and Engineering Assistance
NFE Proposal 2026-77

Dear Mr. Elwert:

The City of Rochester Hills has identified an opportunity to enhance the planned Nowicki Park Improvements Project through the extension of the proposed pathway network onto adjacent City-owned property located north of the original project limits. In conjunction with the pathway extension, additional site evaluation may be required to address existing drainage patterns and implement any necessary stormwater management or grading improvements, particularly in the northwest area of the new parcel.

Nowak & Fraus Engineers (NFE) is pleased to submit this proposal to provide professional engineering, surveying, and construction administration support services necessary to incorporate the pathway extension into the current Nowicki Park Improvements Project. These services would be performed as an amendment to our existing agreement with the City and would be coordinated to maintain consistency with the approved park improvement plans, project budget, and anticipated construction schedule.

SCOPE OF WORK

NFE proposes to provide the following services associated with the pathway extension:

- Conduct a site review of the newly acquired property and evaluate existing topographic, environmental, and drainage conditions.
- Perform supplemental survey and field investigations, as necessary, to blend previous design of the pathway with the current ROW improvements within Adams as part of the current project.
- Prepare final design plans for the pathway extension, including alignment, grading, and associated site improvements.
- Evaluate existing drainage conditions and develop recommendations for any required stormwater conveyance or grading modifications associated with the pathway extension.
- Coordinate with City staff, Parks & Natural Resources, DPS, and other stakeholders throughout the design process.
- Update construction plans, and quantities to incorporate additional improvements.

The proposed work is intended to seamlessly integrate the pathway extension into the existing project while minimizing additional construction procurement requirements and taking advantage of the City's existing unit-price contracting structure.

Based on the work outlined above, we submit the following engineering fee for your approval, allocated by improvement area:

WORK	NTE ESTIMATED FEE
Construction Design Update / Layout	\$6,000
Contract Administration	\$1,000
Inspection & Construction Management	\$7,000
As-Builts	\$2,500
TOTAL NOT-TO-EXCEED AMOUNT:	<u>\$16,500</u>

We look forward to working with you on this important project for the city.

If you have any questions or require further information, please feel free to contact me.

Sincerely,
Nowak & Fraus Engineers

A handwritten signature in black ink, appearing to read 'Steve Sutton', with a stylized, cursive script.

Steve Sutton, P.E.
Managing Partner

Recommended By:
CITY OF ROCHESTER HILLS

Ken Elwert, CPRE, Park and Rec Director

Date: _____

Approved By:
CITY OF ROCHESTER HILLS

Lisa Cummins, Procurement Manager

Date: _____