



February 16, 2026

Georgetown Charter Township  
1515 Baldwin Street  
Jenison, Michigan 49429-0769

Attn: Mr. Andy Rienstra., Assistant Township Manager

HRC Job No. 20250459

Re: Maplewood Park and Rush Creek Park Recreational Court Improvements  
Construction Engineering Services

Dear Mr. Rienstra:

As requested, Hubbell, Roth and Clark, Inc. (HRC) is pleased to present this proposal for Construction Engineering Services for Maplewood Park and Rush Creek Park Recreational Court Improvements project. Our scope includes the following:

**Construction Engineering Services:**

- ≡ Assumes construction in 2026.
- ≡ Assumes 5 weeks of construction.
- ≡ Full time observation (40 hours per week)
- ≡ Contract Administration for 5 weeks
- ≡ Project Start-Up and Close-out
- ≡ Project Engineering and oversight for 5 weeks
- ≡ Bi-weekly progress meetings, Pre and Post Construction meetings.
- ≡ Shop drawing review and approval
- ≡ SESC Stormwater Operator Inspections to be completed weekly and after runoff events
- ≡ Construction staking
- ≡ Construction Material Testing
  - Field testing to be completed by HRC
  - Lab work to be completed by Materials Testing Consultants, Inc (MTC)
- ≡ As-Builts

**Services do NOT include the following:**

- ≡ Construction Re-staking
- ≡ Observation for more than 5 weeks
- ≡ Material testing from non-prequalified MDOT pits
- ≡ File management to full MDOT LAP requirements
- ≡ Contractor Performance Evaluations

Construction Engineering costs and hours are shown in **Attachment A**. The not to exceed effort for the tasks noted above is **\$57,365.00**. This is approximately 7.2% of the as-read low base bid amount of \$797,659.08. Typical Construction Engineering costs for projects of this scope are around 8-11%.

HRC is ready to begin Construction Engineering Services work upon approval. Items that are not specifically called out in the scope of work are considered out of scope, even if not specifically noted as such. If additional services are requested, HRC will provide an amendment prior to beginning work.

We appreciate this opportunity to be of service to Georgetown Charter Township. If you have any questions or require any additional information, please contact Eric Lipon at (517) 525-7825.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Todd Sneathen, P.E.  
Vice President



Eric Lipon, P.E.  
Manager

EAL/eal

pc: HRC: File

Accepted By:

GEORGETOWN CHARTER TOWNSHIP

Signature: \_\_\_\_\_

Written Name: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**ATTACHMENT A**  
**Georgetown Charter Township**  
**Hours / Costs for Construction Engineering Services - February 16, 2026**  
**Maplewood and Rush Creek Park Improvements**

	Hours	Billable Rate	Direct Cost
Senior Associate (R. Wilcox)	5	\$ 189.00	\$ 945.00
Construction Engineer/Manager (E. Lipon)	95	\$ 139.00	\$ 13,205.00
Project Engineer (L. Marion)	37	\$ 124.00	\$ 4,588.00
Construction Inspector (M. Nelson)	247	\$ 89.00	\$ 21,983.00
Construction Office Technician (L. Bousquet)	51	\$ 94.00	\$ 4,794.00
Survey Layout (HRC)			\$ 8,000.00
	435	HRC Construction Engineering Subtotal	\$ <b>53,515.00</b>
MTC			\$ 3,850.00
		Subconsultant Total	\$ 3,850.00
		<b>TOTAL Construction Engineering Costs</b>	<b>\$ <u>57,365.00</u></b>