



# CITY of NOVI CITY COUNCIL

Agenda Item N  
September 22, 2008

**SUBJECT:** Approval to award a contract for design engineering services for the 2009 Pathway Construction project to Spalding DeDecker Associates, Inc. for a not-to-exceed design fee of \$22,000.

**SUBMITTING DEPARTMENT:** Engineering *RJA*

**CITY MANAGER APPROVAL:** *[Signature]*

<b>EXPENDITURE REQUIRED</b>	<b>\$22,000</b>
<b>AMOUNT BUDGETED</b>	<b>\$272,600 (Engineering and Construction)</b>
<b>APPROPRIATION REQUIRED</b>	<b>N/A</b>
<b>LINE ITEM NUMBER</b>	<b>204-204.00-974.805 (Bikes, Trails &amp; Sidewalks - Engineering)</b>

## BACKGROUND INFORMATION:

The FY08/09 budget includes the construction of new pedestrian sidewalks and/or bike paths along portions of Haggerty Road, Ten Mile Road and Eleven Mile Road. These segments were identified in the FY 08/09 CIP portion of the budget as a result the pathway prioritization process performed by the Walkable Novi Committee and documented in the Pathway & Sidewalk Prioritization Analysis and Process report, adopted by Council in November 2006. Aerial maps depicting gap locations are attached. The pathway gaps total 2,840 linear feet as summarized in the following table:

Gap Location	Path Width (FT)	Approx. Gap Length (LF)
<b>Bike Path:</b> South Side of Eleven Mile Road from West of Cedarspring Estates/Sullivan Lane to Taft	8	1,300
<b>Sidewalk:</b> North Side of Ten Mile Road just west of Haggerty	5	300
<b>Sidewalk:</b> West Side of Haggerty Road between Ten Mile and Nine Mile (3 segments)	5	1,240

The attached Request for Proposals (RFP) was sent to the six engineering consulting firms that have been pre-qualified for roadway engineering work. The engineering scope consists of designing plans and preparing specifications for each of the gaps listed above; plus alternate design work consisting of adding upgraded pedestrian signals, and redesigning the ramps on all four quadrants of Ten Mile and Haggerty to meet appropriate Americans with Disabilities Act (ADA) requirements.

Five proposals were received and each was evaluated using Qualifications Based Selection (QBS) procedures, with a greater weight assigned to the project approach criterion. The results of staff review of the proposals are as follows:

Firm	Design Fee (Base + Alt)	Construction Engineering Fee %	Staff Review Score	Proposal Rank
<b>Spalding DeDecker</b>	<b>\$ 22,000</b>	<b>6.75%</b>	<b>1705</b>	<b>1</b>
URS Corporation	\$ 22,800	8.00%	1590	2

Fishbeck Thompson Carr & Huber	\$ 24,200	8.00%	1440	3
Stantec	\$ 21,900	9.80%	1430	4
Orchard Hiltz & McCliment	\$ 18,400	11.90%	1335	5

Beginning with this project, we recommend awarding construction engineering services concurrent with construction award. This is because there often is a large variance between the construction cost that is estimated at the early stage of the project and the actual bid price, resulting in contract amendments to adjust engineering fee amounts. Going forward, once the bid price is known, we will award construction engineering phase services based on the construction engineering fee percentage proposed multiplied by the actual construction bid price awarded.

Of the five firms that submitted proposals, Spalding DeDecker Associates (SDA) had the highest staff review score and met all requirements listed in the RFP (see attached SDA proposal dated September 3, 2008 and Engineering staff's proposal scoring summary for reference). Additionally, SDA had the third lowest design fee and the lowest overall construction engineering fee percentage.

SDA has completed engineering services for the Crowe/Ingersol Drive project for the City of Novi, as well as several drain and water main projects. Design engineering for this project will be completed this winter, bids solicited in early spring 2009, and construction completed in summer 2009.

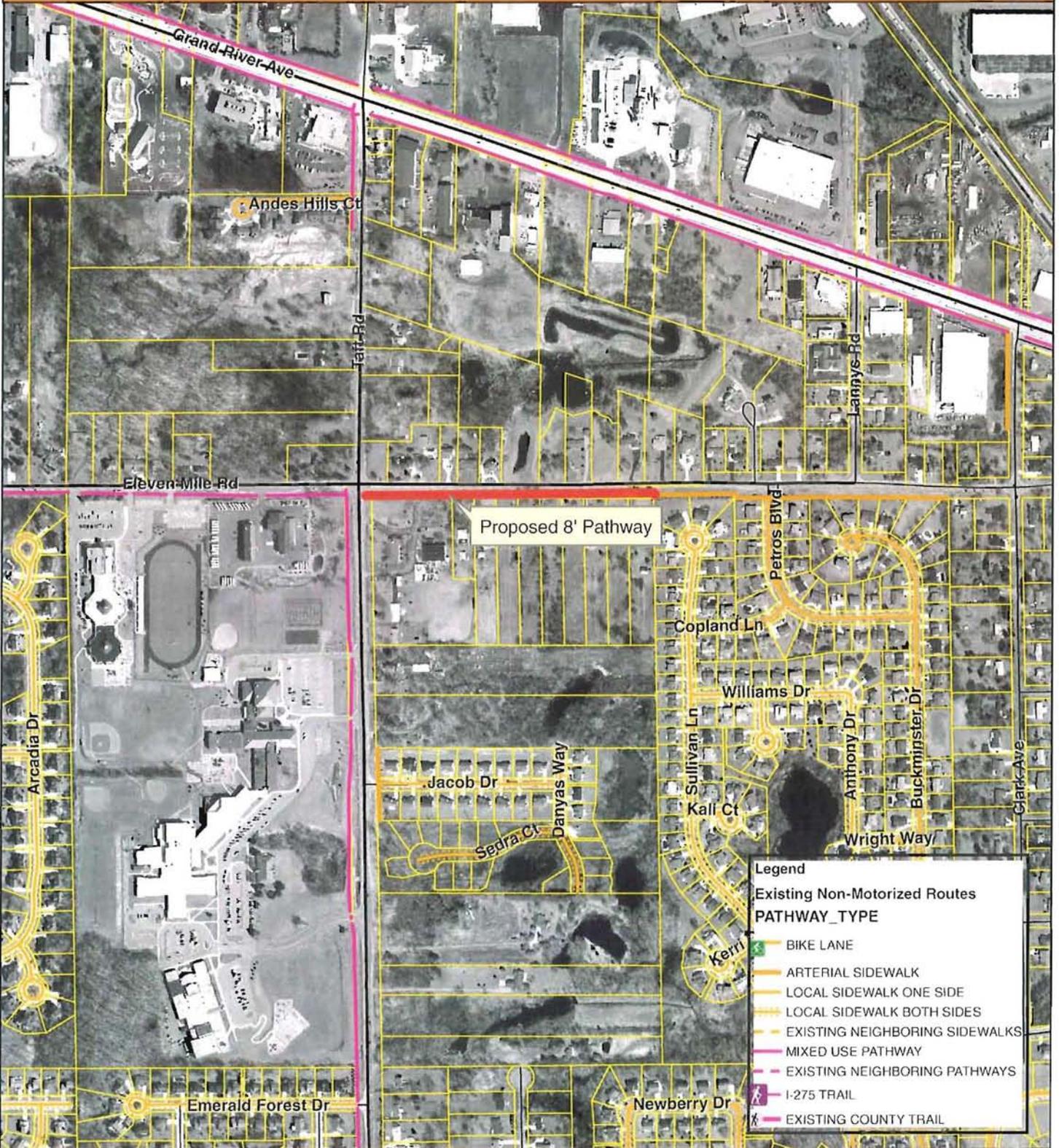
**RECOMMENDED ACTION:** Approval to award a contract for design engineering services for the 2009 Pathway Construction project to Spalding DeDecker Associates, Inc. for a not-to-exceed design fee of \$22,000.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

# 2009 Pathway Program

## Project 1 Location Map



### CITY OF NOVI

ENGINEERING DIVISION

45175 W. TEN MILE ROAD  
NOVI, MI 48375-3024  
(248) 347-0484

MAP AUTHOR: Brian Coburn, P.E.



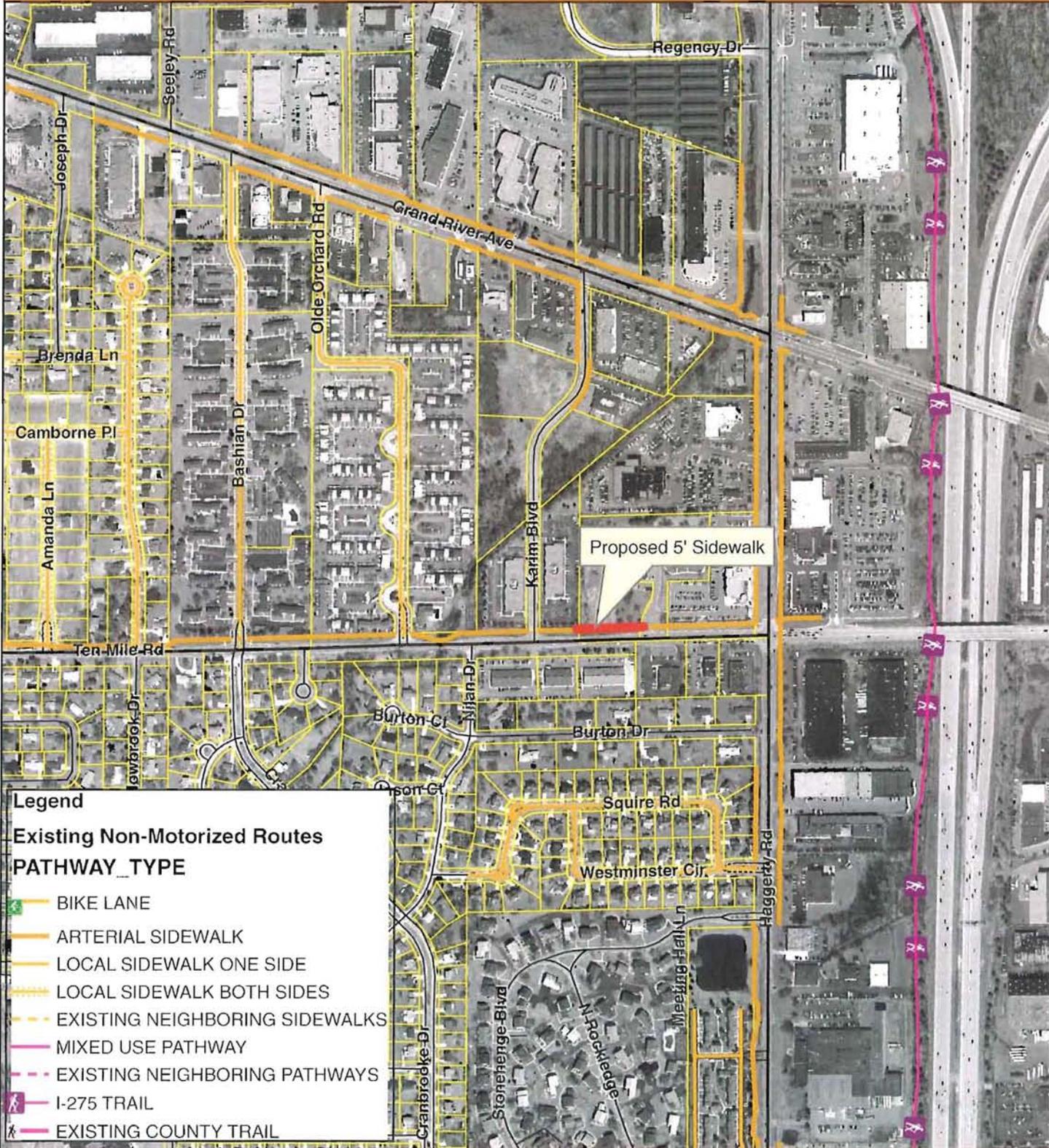
1 INCH = 600 FEET

MAP PRINT DATE: 8/7/08

#### MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

# 2009 Pathway Program Project 2 Location Map



**Legend**

**Existing Non-Motorized Routes**

**PATHWAY\_TYPE**

- BIKE LANE
- ARTERIAL SIDEWALK
- LOCAL SIDEWALK ONE SIDE
- LOCAL SIDEWALK BOTH SIDES
- EXISTING NEIGHBORING SIDEWALKS
- MIXED USE PATHWAY
- EXISTING NEIGHBORING PATHWAYS
- I-275 TRAIL
- EXISTING COUNTY TRAIL

**CITY OF NOVI**  
ENGINEERING DIVISION  
45175 W. TEN MILE ROAD  
NOVI, MI 48375-3024  
(248) 347-0454  
MAP AUTHOR: Brian Coburn, P.E.

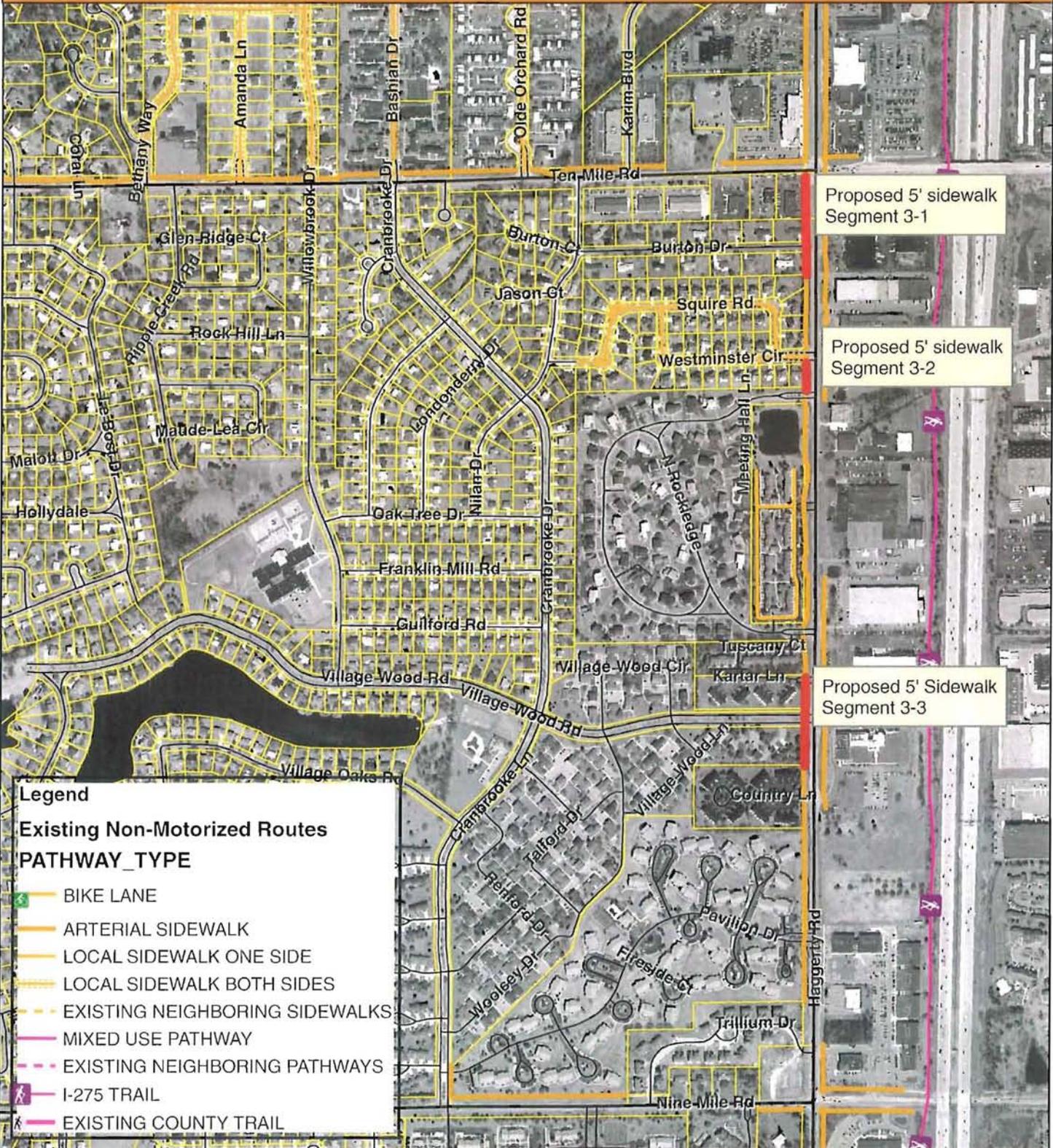


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MAP PRINT DATE: 8/7/08

# 2009 Pathway Program

## Project 3 Location Map



Proposed 5' sidewalk  
Segment 3-1

Proposed 5' sidewalk  
Segment 3-2

Proposed 5' Sidewalk  
Segment 3-3

**Legend**

**Existing Non-Motorized Routes**

**PATHWAY\_TYPE**

- BIKE LANE
- ARTERIAL SIDEWALK
- LOCAL SIDEWALK ONE SIDE
- LOCAL SIDEWALK BOTH SIDES
- EXISTING NEIGHBORING SIDEWALKS
- MIXED USE PATHWAY
- EXISTING NEIGHBORING PATHWAYS
- I-275 TRAIL
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MAP PRINT DATE: 8/7/08

## SCORING SUMMARY

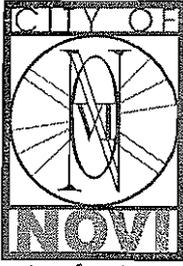
Project Description: 2009 Sidewalks

RANK 1= LOW, x= BEST (x = number of firms repoding)

<b>TOTAL SCORES</b>	<i>Item weight:</i>	20	15	30	20	15	Totals	Rank
		1	2	3	4	5		
Anderson Eckstein & Westrick	DID NOT SUBMIT A PROPOSAL							
Fishbeck Thompson Carr & Huber	9	15	18	15	13	<b>1440</b>	<b>3</b>	
Orchard Hiltz & McCliment	14	10	11	13	21	<b>1335</b>	<b>5</b>	
Stantec	10	15	16	18	11	<b>1430</b>	<b>4</b>	
Spalding DeDecker	24	17	17	17	8	<b>1705</b>	<b>1</b>	
URS Corporation	18	18	13	12	22	<b>1590</b>	<b>2</b>	
<b>TOTALS</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>	<b>75</b>			

### SCORING CRITERIA

1. Engineering Fee
2. Evaluation of Schedule
3. Evaluation of Approach, Statement of Understanding of Project, and proposed staff
4. Analysis of subjective statements applicable to the project as required on the RFP (Value added items)
5. Evaluation of past performance on City projects



cityofnovi.org

## REQUEST FOR PROPOSALS CITY OF NOVI

### ENGINEERING SERVICES FOR 2009 PATHWAY CONSTRUCTION

August 12, 2008

This Request for Proposals (RFP) for 2009 Pathway Construction is being sent to the firms selected in the Roadway Qualification Process completed on March 19, 2007.

#### Project Description

**2009 PATHWAY CONSTRUCTION.** The project will include design and construction engineering services for approximately 2,840 LF of pathway gaps along three segments of Haggerty Road, a segment of Ten Mile Road and a segment on 11 Mile Road. The locations of the gaps are shown in Exhibit B and the widths and lengths are as follows:

Project Number	Location	Path Width (ft)	Approx.Length of Gap (LF)
1	South Side of Eleven Mile Road from Cedarsprings to Taft	8	1300
2	North Side of Ten Mile Road, just west of Haggerty	5	300
3	West Side of Haggerty Road, between Ten Mile and Nine Mile (3 segments)	5	1240
TOTAL LENGTH 5-FOOT PEDESTRIAN PATH			1540
TOTAL LENGTH 8-FOOT BICYCLE PATH			1300
GRAND TOTAL			2840

The schedule should include construction in spring-summer 2009. The budget for this project, including engineering is \$272,600.

#### SCOPE OF SERVICES

The selected consultant shall conduct the following activities:

- 1.) Upon authorization by the City Council and the City Engineer, the Consultant shall:
  - Provide complete topographic survey of the project area. The survey must include and identify type, size and condition of all trees measuring 6-inch d.b.h. and larger.
  - Prepare construction plans specifications and cost estimates for the project. Profiles will be required for the 8-foot wide bicycle path and the 5-foot sidewalk. Additionally the City requires that contours and/or spot elevations must be shown on the plans to show drainage. The plans must comply with City of Novi standards and regulations unless otherwise approved by the City Engineer. The project should be designed to meet current ADA requirements.
  - Identify easements that may be required. The consultant shall prepare the legal descriptions of the parcel and easement area based on title information to be provided by the City. The City will work through the City Attorney's office to obtain the easement. It is anticipated that legal descriptions and exhibits will be required for two properties.

- Contact and coordinate with all utility companies with facilities within the project boundary.
  - Coordinate all work with state and local agencies to acquire any permits required. A ROW permit from Road Commission for Oakland County will be required for all work within the Ten Mile Road and Haggerty Road rights-of-way. Eleven Mile Road and Taft Road are under City jurisdiction.
  - For the purpose of this proposal, there will be **alternate scope** to include the design of upgraded pedestrian signals, including new push button actuators, and review and redesign if needed of the ramps on all four quadrants to meet the ADA requirements of RCOC at the intersection of Ten Mile and Haggerty. The alternate scope will include meetings and coordination with RCOC as needed. The base scope includes only the ramps on the southeast corner of Haggerty and Ten Mile Roads.
- 2.) The Consultant shall complete a soil erosion and sedimentation control plan for the project in compliance with Part 91 of P.A. 451 of 1994, Chapter 29 of the Novi Code of Ordinances and the City of Novi SESC Program Manual.
  - 3.) As required, the Consultant shall attend public informational meetings, and prepare exhibits and other display material that may be needed to present the project(s). Assume two public information meetings for the purpose of this proposal.
  - 4.) The Consultant shall submit five (5) sets of plans and cost estimates for review to the City Engineer at 30% complete. The Consultant shall submit five (5) sets of plans and two (2) sets of specifications at 90% complete for review and comment. The Consultant shall submit five (5) sets of as-bid drawings and specifications to the City at the time of construction bidding, as well as a CD of the digital file converted to AutoCAD format. The Consultant shall also provide all plan sets required for permit application submittal to any agencies as required. All bidding activities shall be coordinated through the Engineering Division and Purchasing Department.
  - 5.) As a part of the Design Phase, the Consultant shall prepare bid documents and provide assistance to the City Engineering and Purchasing Departments with the bidding of the project, including coordinating and facilitating the pre-bid meeting, preparation of contract addenda, plan revisions, responding to bidder inquiries, review of bids, and recommendation of award to City Engineering.
  - 6.) Contract administration services shall include, but not be limited to: reviewing shop drawings furnished by the contractor at the pre-construction meeting, coordinating and running the pre-construction meeting, ensuring compliance with contract documents, regular consultation with City Engineering, interpretation of plans and specifications, preparation and certification of pay estimates, staking, full-time construction inspection during active construction, and materials testing along with final testing and project review. The Consultant must also promptly attend to resident concerns and complaints as they become known.
  - 7.) Construction phase services shall also include submittal to City Engineering of all project reports and documents, and written recommendation regarding final acceptance of the project. The Consultant, within this phase, shall also prepare record drawings and transmit one (1) digital copy of as-built plan in .tif format (400 dpi minimum), two (2) plan copies, and a CD containing the digital file of the record drawings in the City standard format (AutoCAD), and provide such information to the

Engineering Division within three (3) months following substantial completion of the project.

- 8.) During the construction phase the Consultant shall be responsible for administering and enforcing the soil erosion and sedimentation control plan as an agent for the City under the Authorized Public Agency (APA) program in compliance with the City of Novi *Authorized Public Agency Soil Erosion and Sedimentation Control Program Manual*. The Consultant shall also be responsible for soil erosion and sedimentation control inspections of the project for compliance with the approved soil erosion and sedimentation control plan. The inspections must be completed by an individual who has current certification through the Michigan Department of Environmental Quality under Part 91. The inspections must occur at regular intervals and soil erosion and sedimentation control inspection logs must be maintained and provided to City staff as required. The Consultant shall also be responsible for instituting corrective measures in the field to prevent soil erosion and sedimentation as required, and for overseeing the Contractor's Storm Water Operator.

### **DOCUMENT AND FILE FORMAT**

All documents shall be submitted to the City of Novi in an electronic format as specified by the Engineering Division.

Documents: MS Word

Digital copies of files, maps, or drawings:  
files: ArcView Shape file, AutoCAD,  
maps/drawings: ArcView layouts print file  
or AutoCAD format (.dxf)

All digital data should correspond to:  
Project – State Plane Coordinate System  
Michigan, South Zone – 6401  
Datum – NAD83, NAVD 88  
Spheroid – GRS1980  
Units – International Feet

### **CONSULTANT QUALIFICATIONS**

The Consultant has been pre-qualified to provide engineering consulting services for 2007-2008 Roadway Projects.

### **CONSULTANT SELECTION**

As a pre-qualified consultant, the selection for this roadway project will be based on the fee proposal, which is labeled as Exhibit A, in addition to the consultant's project understanding, approach, schedule, staffing plan, and past performance on City engineering projects.

<u>Criteria</u>	<u>Weight</u>
Engineering Fee	25%
Evaluation of Schedule, and Proposed Staff	15%
Evaluation of Approach and Understanding of Project	25%
Analysis of subjective statements applicable to the project as required on the RFP (Value added items)	20%
Evaluation of past performance on City projects	15%

By submitting a proposal, the consultant agrees that neither the firm, sub-contractors, nor suppliers will discriminate against any person with respect to hiring or employment on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, or a handicap that is unrelated to the individual's ability to perform tasks particular to a job or position.

The selected consultant will enter into an agreement with the City of Novi to perform the services listed in this Request for Proposals. The City's standard Consulting Engineering Agreement is included as Exhibit C.

### **PROPOSAL SUBMITTALS**

To be considered, sealed fee proposals (an one UNBOUND original and five bound copies) must arrive at the Purchasing Department, 45175 W. Ten Mile Road, Novi, Michigan 48375 on or before **10:00 AM**. Local Prevailing Time, **Wednesday, September 3, 2008** addressed to City Clerk's office, and clearly labeled **2009 PATHWAY CONSTRUCTION**. There will be no exceptions to this requirement and the City of Novi shall not be held responsible for late, lost, or misdirected proposals.

Submitted proposals shall include:

- The completed fee proposal (Exhibit A)
- A proposed schedule for the project
- A rate sheet or fee schedule depicting the Consultant's hourly rates that could be applied to additional work as may be necessary, for each category of staff that would work on the project.
- A detailed discussion of the proposed approach to the project, in detail (including any value-added concepts and related costs/savings that would improve the overall project (i.e., cost savings, time savings, innovation, etc.)).

### **USE OF CITY LOGO IN YOUR PROPOSAL IS PROHIBITED.**

In the hiring of employees for the performance of work under this contract, neither the contractor, subcontractor, nor any person acting in their behalf shall by reason of race, creed, color, age, height, weight, sex, sexual preference or handicap discriminate against any person qualified to perform the work required in the execution of the contract.

All proposals must remain valid for one hundred twenty (120) days from due date and cannot be withdrawn during this period.

Questions regarding this Request for Proposals may be directed to:

City Engineer, Rob Hayes, P.E. (248) 735-5606

-or-

Civil Engineer, Brian Coburn, P.E. (248) 735-5632

The City of Novi reserves the right to accept any or all alternative proposals and to award the project to other than the firm with the lowest fee proposal, waive any irregularities or informalities, or both, to reject any or all proposals, and in general, to make award in any

manner deemed by the City, in its sole discretion, to be in the best interests of the City of Novi.

**Exhibits**

- A - Fee Proposal
- B- Background Information
- C - Engineering Consultant Agreement



September 3, 2008

Ms. Carol J. Kalinovik, Purchasing Director  
City of Novi  
45175 W. Ten Mile Road  
Novi, Michigan 48375

**Re: Request for Proposal: Engineering Services for 2009 Pathway Construction**  
SDA Proposal: PR08-208

Dear Ms. Kalinovik:

Spalding DeDecker Associates, Inc. (SDA) is pleased to provide the following proposal for Engineering Services for 2009 Pathway Construction pursuant to your RFP dated August 12, 2008. We have assembled a strong Team from our Transportation Design, Survey, and Construction Engineering departments for this project and believe we are exceptionally qualified for a number of reasons:

- SDA's project team is very familiar with pathway design and construction in both residential and commercial areas.
- SDA's Project Team is ready to initiate work on this project immediately to meet the deadlines specified in the RFP and our proposal.
- Our Design and Construction key personnel are familiar with the City of Novi construction standards, and SDA maintains a local staff of qualified technicians working on projects in the City of Novi, managed from our new Brighton Township office.
- During design and construction, we seek to identify and implement value added services for this project.

We understand the City of Novi's Right of Way challenges with regard to implementing pathway and ADA compliant improvements. Furthermore, we will work to deliver a successful project on all levels: within budget, within schedule, with utmost safety, and with minimal public inconvenience.

Attached, please find five (5) bound and one unbound original proposals for our services. We trust that you will find our proposal to be thorough with regard to your needs in providing engineering services for the 2009 Pathway project. We look forward to the opportunity to further address your selection committee in an open discussion of our qualifications.

Very Truly Yours,  
**SPALDING DEDECKER ASSOCIATES, INC.**

Cheryl L. Gregory, P.E.  
Transportation Department Manager

cc: SDA Job File

# Table of Contents



**City of Novi**  
**Engineering Services for 2009 Pathway Construction**  
**PR08-208**  
**September 3, 2008**

## Section

- 1            Understanding and Approach
- 2            Key Personnel
- 3            Schedule
- 4            Fee / Rate Schedule



# Understanding and Approach

Spalding DeDecker Associates, Inc. (SDA) has reviewed and understands the requirements detailed in the Request for Proposals dated August 12, 2008, for the 2009 Pathway Construction proposed along Eleven Mile Road, Ten Mile Road, and Haggerty Road. The City's 2009 Pathway Construction projects will fill in gaps along existing pedestrian pathways to provide continuous pedestrian access within these popular corridors.

Specifically, the project improvements include:

- Project 1 -** Constructing 1,300 linear feet of 8 ft wide path along the south side of Eleven Mile Road, from Cedarsprings to Taft Road
- Project 2 -** Constructing 300 linear feet of 5 ft wide path along the north side of Ten Mile Road, just west of Haggerty Road
- Project 3-** Constructing three segments of 5 ft wide path (totaling 1,240 linear feet) along the west side of Haggerty Road, between Ten Mile and Nine Mile roads.
  
- Alternate Scope -** Upgrading pedestrian signals and push button actuators, as well as ADA ramp improvements in all four quadrants of the Ten Mile and Haggerty Road intersection

All pathways must be designed and constructed to meet current AASHTO and ADA standards, including ramps approaching street crossings, cross slopes, and longitudinal profiles.

SDA is prepared to provide the City with an experienced team that will provide innovative, knowledgeable, responsive, cost effective services for the successful design and construction of the 2009 Pathway projects. Services will include survey, design, bid assistance, construction administration, construction observation, and preparation of record drawings.

In addition to conducting a full topographic survey, our design effort will include a visual field inspection of each pathway segment. Although each segment is fairly short, it is expected that right-of-way, utility, and roadside features will pose significant design issues. A thorough site investigation very early in the design phase will be performed to assure that the proposed pathway alignments and grades are practical and can be efficiently constructed. Wherever existing drainage patterns are altered, detailed grades will be required to assure positive drainage is attained. Our team will thoughtfully consider innovative, cost effective options to minimize right-of-way impacts, resolve utility conflicts, and maintain positive drainage as we approach the development of each pathway segment.



# Understanding and Approach

Drawing from our experience on similar pathway projects, we will propose an approach for each pathway segment to achieve a safe, high-quality pathway, while maintaining the project schedule deadlines and budget. Furthermore, we will actively communicate with City personnel, the Road Commission for Oakland County, and other local stakeholders to assure that project expectations are met and to promote positive public opinion regarding the project.

## SEGMENT DETAILS AND ISSUES TO BE ADDRESSED

### Project 1 - South Side of Eleven Mile Road, Cedarsprings to Taft

The proposed 8-foot-wide path in this segment will provide connectivity between the residential community to the east and the pathway at Taft Road leading to the elementary schools. Mature trees in the area will influence the pathway alignment, and every effort will be made to avoid impacting the trees. With both enclosed drainage along the roadway and a swale behind the curb, a positive slope along the pathway alignment toward the top of curb must be maintained to prevent ponding behind the curb, or additional yard drains may be needed. Utility poles near the Taft Road intersection do not appear to pose a conflict; however, guy wires will need to be relocated. Although not specifically mentioned in the RFP, an ADA-compliant sidewalk ramp must be constructed in the southwest quadrant on the west side of Taft Road to receive pedestrians who will now be able to approach the intersection and cross Taft Road from the east. No easements are anticipated to be required to complete Project 1. Grading permits may be needed and will be discussed at the base plan review stage.



Swale behind curb will need to be enclosed.



Guy wires will need to be repositioned.

# Understanding and Approach

## Project 2 – North Side of Ten Mile Road, west of Haggerty

The proposed 5-foot-wide path in this segment will fill in a short 300-foot-long gap and complete a one-mile-long continuous, path on the north side of Ten Mile Road between Haggerty and Meadowbrook Roads. The new paved pathway will follow an existing well-worn footpath. The path will require an easement be obtained from the property owner, Ten Haggerty, LLC.



**The proposed alignment will follow the existing well-worn footpath**

Although the drainage is enclosed at the eastern limit of the proposed pathway, the majority of the drainage along Ten Mile Road is carried by a swale along the north right-of-way line. Elevations along the pathway will be designed such that drainage will not be trapped on the north side of the pathway, and positive drainage is maintained. The narrower 5-foot-wide path may remain on the south side of the nearby utility poles without requiring major utility relocation. However, a private underground utility structure will require adjustment, or the alignment of the path can be slightly altered to avoid conflict. No trees will be affected by the proposed path.

## Project 3 – West Side of Haggerty Road, between Ten Mile and Nine Mile roads



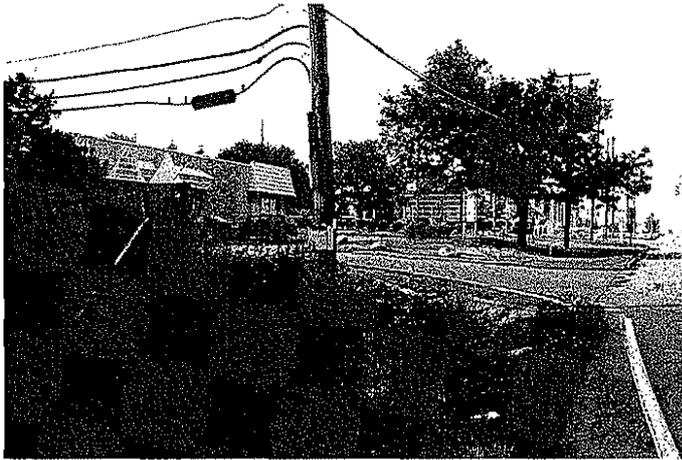
**Numerous utilities exist at Haggerty – Ten Mile intersection.**

Segment 3-1 begins in the southwest quadrant of the Ten Mile/Haggerty intersection and runs southerly approximately 560 feet. The segment will require close coordination with property owners, the City, the Road Commission for Oakland County (RCOC), and utility owners. A permanent easement will be required along Haggerty in front of the strip mall in the southwest quadrant. Temporary grading permits may be needed at other properties depending on the work required.

Both public and private utilities will be affected by this segment, and existing drainage ditches will require enclosure. At the northern limit,

# Understanding and Approach

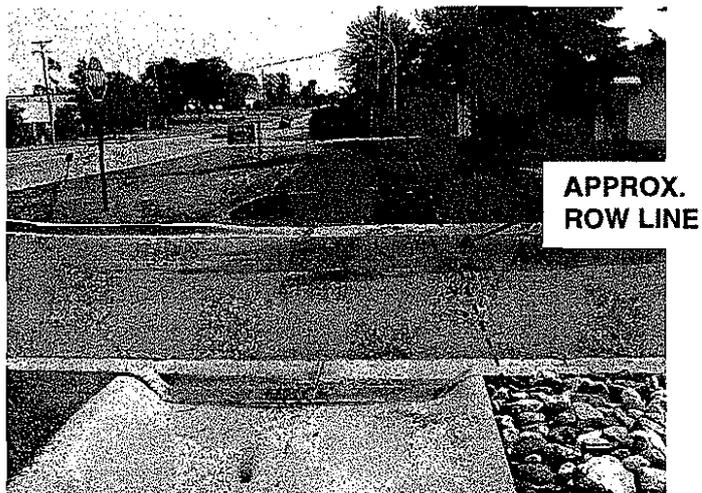
utility poles, guy wires, and underground facilities will require adjustment and potential relocation. At a minimum, the existing pedestrian pushbutton actuator on the southwest quadrant will need to be relocated to comply with ADA offset distances to the proposed level landing area of the ramp. The signals at the intersection are owned and operated by RCOC and are part of the County's FAST-TRAC system. The intersection currently has pedestrian pushbuttons in each quadrant. Although the pedestrian pushbuttons may require relocation to accommodate placement of upgraded ADA ramps in the quadrants, RCOC has indicated through discussions that the hardware itself in this intersection will not require upgrading.



**Design details will be required to assure constructability in limited right-of-way.**

Drainage issues along Haggerty Road pose unique challenges that will require enclosure of the existing ditch, as well as relocation of a hydrant within Segment 3-1. Utility poles in this area appear to be close enough to the right-of-way line that a 5-foot path can be constructed without requiring relocations. Detail grades will be required to assure that desired cross slopes and profiles can be achieved within the existing right-of-way limits. One mature tree may be impacted if major utilities dictate that the pathway alignment cannot be practically altered.

Segment 3-2 is approximately 170 feet long between Westminster Circle and Stonehenge Boulevard. Utility structures may require adjustment near Stonehenge Boulevard; however, no relocations are anticipated. The residential driveway in the southwest quadrant of Westminster Circle appears to be encroaching well over the right-of-way line. A boundary survey will be performed at this location and, we will work closely with the City to determine the alignment of the proposed 5-foot pathway and modifications to the driveway (if required) at this location. Pathway grades will be designed such that positive drainage is maintained toward Haggerty Road right-of-way along this segment.



**Residential driveway at Westminster Circle**

# Understanding and Approach

Segment 3-3 is approximately 510 feet long and will connect existing pathways along Haggerty Road to the north and south of Village Wood Road. The raised boulevard island will also require ADA-compliant ramps. The northern limit of the segment will require new ADA ramps at the raised boulevard island at Kartar Lane, as well.

Utilities that will influence the pathway alignment include hydrants, utility pole guy wires underground utility markers. Most of these features may be avoided by shifting the pathway alignment, however, the underground utility markers and guy wires will likely need to be adjusted. Drainage will be maintained toward the swale along Haggerty Road, but detailed grades will be determined to assure that no water is trapped on the west side of the path. No easements are anticipated to be needed in this segment.



**ADA ramps will be required at raised boulevard islands**

## Alternate Scope – Upgrading Pedestrian Signals at Ten Mile and Haggerty intersection

This intersection has existing pedestrian pushbutton actuators at all quadrants, with sidewalk ramps that do not meet current ADA standards. We have contacted the RCOC, they indicated through discussions that the signal hardware would not be required to be upgraded; however, relocation of the pushbuttons is expected in order to comply with ADA offset requirements. Using existing hardware will result in a significant cost savings to the City and minimize disruption in signal operation. Every effort will be made to design the level landing areas of the ADA ramps to minimize or eliminate the need to relocate the pushbuttons.

## DESIGN, PLAN SUBMITTAL, REVIEW AND BID PROCESS

SDA will submit plans and a detailed cost estimate at approximately 30% completion. The plans will include preliminary typical sections, details, and limits of construction. All easement and probable grading permit locations will be shown on the plans or separate exhibits to facilitate discussion. After receiving comments or attending a preliminary plan review meeting with the City, we will proceed with final plans.

# Understanding and Approach



The 2009 Pathway improvements are proposed in both City of Novi and Oakland County Rights-of-Way. SDA is very familiar with the RCOC permitting process and will communicate with RCOC's Permit Office, as well as the Traffic Operations Center to assure that drainage, safety, and signal issues are addressed for their approval. We will fill out the right-of-way use permit application on behalf of the City and submit to the RCOC after obtaining the City Engineer's signature on the application. Maintaining traffic plans will be submitted to the RCOC for review and approval, and a representative of the RCOC will be invited to the pre-construction meeting to ensure that all concerns are addressed.

Plans, specifications, and a cost estimate will be submitted for review when the plans are at 90% completion or better. Plans at this stage will show final detailed grades, pay items, notes, and all other information needed for bidding and construction. The City of Novi administers its own Soil Erosion and Sedimentation Control (SESC) process with which SDA is very familiar. We will prepare and submit SESC plans for review and approval prior to advertising the project for bids.

After the final plan review meeting, SDA will proceed with preparing plans and specifications for bidding. Plans will be distributed to contractors on behalf of the City. We will schedule and facilitate a pre-bid meeting if required by the City. Immediately after the bid opening, the bids will be reviewed and ranked based on total cost. The references of the low bidder will be reviewed, and if deemed adequate, SDA will issue a recommendation letter to the City. If the low bidder is not deemed adequate based on past performance or other issues, we will review the qualifications of the next low bidder until we are able to recommend a contractor to the City. After council approval of the recommendation, we will receive insurance and bonding information from the selected contractor and review the documents. Once all documents have been approved and the contract signed by the City, the notice to proceed will be issued, and SDA will transition into the construction observation phase of the project.

## CONSTRUCTION PHASE

SDA's Construction Engineering (CE) Department is prepared to provide experienced professional staff to manage and inspect all aspects of the project. SDA has had recent extensive experience working with pathway projects in West Bloomfield Township, as well as other municipal clients. We understand that coordination between the City, the Contractor, and our office is a high priority for the successful completion of the project. We will begin this coordination by scheduling and facilitating a pre-construction meeting to outline the project scope, schedules, and expectations of the project with the City and the Contractor.

We will provide full-time inspection throughout the duration of construction for this project. SDA is prepared to provide and has included materials testing services for verification of asphalt density testing and for rolling pattern of the HMA pathway, as well as concrete quality assurance testing for the concrete sidewalk. We will inspect subgrade conditions prior to paving and determine



# Understanding and Approach

undercutting areas, as necessary, if unsuitable material is found. Our field staff will observe and report construction progress, and document field conditions and any condition changes for the duration of the work. We will also review and process Contractor pay estimates, review and make recommendations on Contractor requests for additional payment on extra work, and ensure work is constructed in compliance with the contract documents.

All of SDA's field staff will conduct themselves professionally and will work courteously with the public to provide information and resolve issues.

SDA will administer and enforce the SESC plan as an agent for the City under the Authorized Public Agency (APA) program in compliance with the City of Novi Authorized Public Agency SESC Manual.

A web-based portal project site will be created specifically for this project. The portal site will include all construction daily reports, project photographs, and engineer pay estimates that will be available for city staff and the contractor.

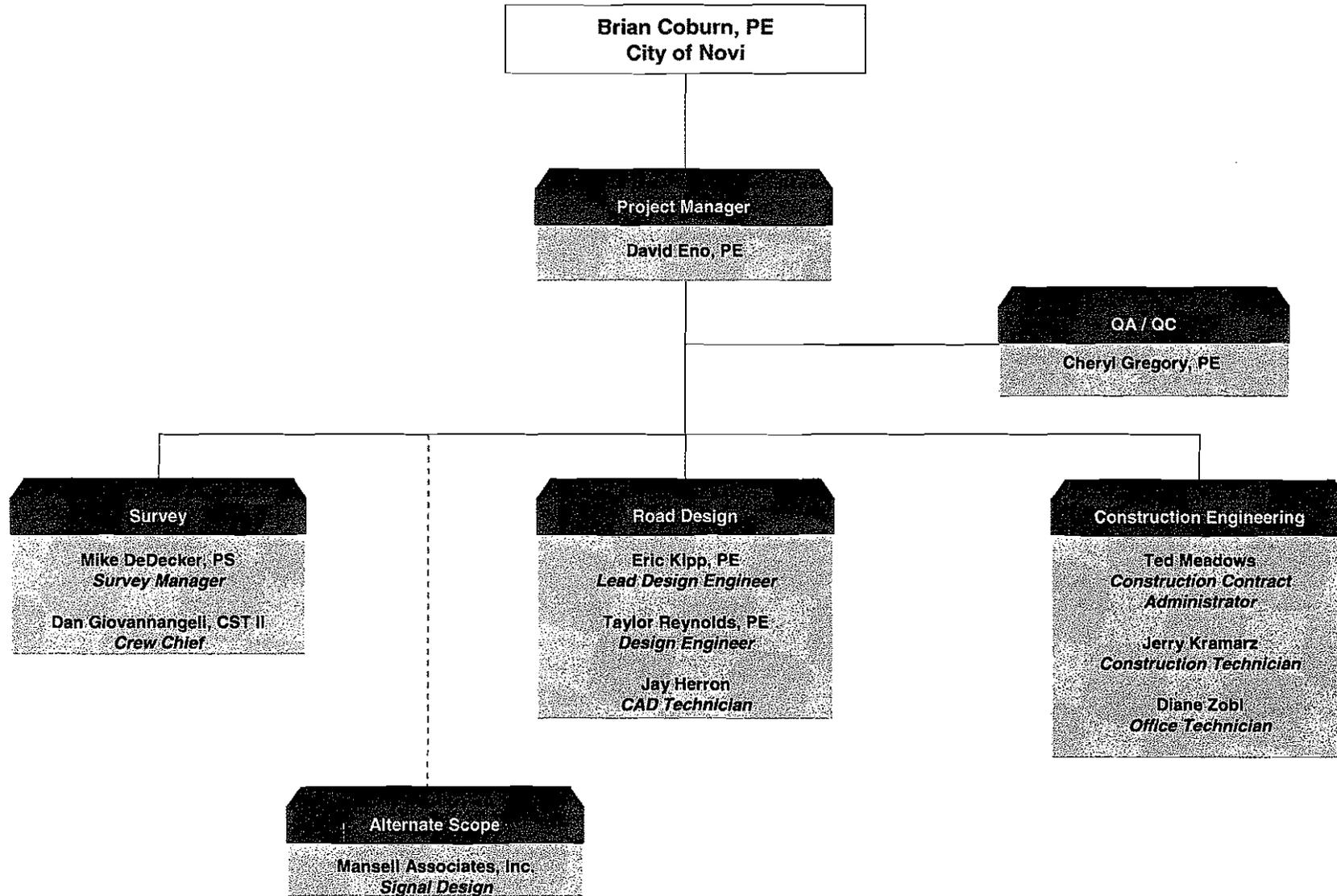
## VALUE ADDED CONCEPTS

SDA intends to offer the following Value Added concepts as we develop the 2009 Pathway projects:

1. Reduced Topographical Survey – By laying out the preliminary design prior to field survey work, we will concentrate our detailed topographical survey to areas of greatest concern, such as major utilities, proposed ADA ramps, ditches, and culverts, etc.
2. Facilitate Accelerated Easement Exhibits – We will identify needed easements and provide easement exhibits for use in acquisition as early in the design process as possible to avoid potential delays in the project due to the unpredictable acquisition schedule.
3. Minimize Permit Approval Time – We are fully aware of RCOC's requirements for pathways in their right-of-way, as well as the ADA requirements and MOT typicals. These requirements will be identified in our preliminary design, reducing the need for resubmissions to obtain a permit.
4. Stakeholder Involvement – SDA will work proactively with residents and business owners impacted by the pathway.



# Organization Chart



# Staffing Plan



The SDA Team is comprised of experienced engineers, surveyors, and technicians who are very familiar with the City of Novi standards and practices. The Team will be led by Mr. Dave Eno, PE, who will be the City of Novi's point of contact for all pathway related issues. Each member of the Team was selected for his or her specific understanding of pathway design and construction requirements. The following is a summary of Key Personnel.

**Dave Eno, PE** will serve as the Project Manager providing overall project coordination and communication with the City's staff. Dave will coordinate with outside agencies, such as utility companies and the RCOC to resolve conflicts and meet permit requirements. Dave brings 16 years of extensive design and project management experience, making him exceptionally well-qualified to oversee the 2009 Pathway program. His understanding of the City's high expectations will assure that the project schedule, budget, and quality of deliverables are met.

**Cheryl Gregory, PE** will conduct Quality Assurance/Quality Control reviews. Her previous 20 years of experience on numerous transportation projects allows her to quickly identify constructability, utility, drainage, ADA compliance, and permit issues while reviewing plans. Her independent reviews of the pathway projects will bring a fresh set of eyes to the project to assure accurate, constructible bid documents.

**Eric Kipp, PE** will lead the design effort for the 2009 Pathway projects. Eric has extensive experience identifying and resolving utility and drainage issues with innovative ideas. Throughout the last two years, Eric has completed detail design of over 600 ADA ramp installations. His thorough understanding of ADA compliance requirements and AASHTO non-motorized path guidelines allows him to quickly consider alternatives when developing alignments and design details for the proposed pathways and ramps.

**Mike DeDecker, PS** will oversee the topographic survey, preparation of all easement documents, construction layout, and record drawings. Mike will provide technical guidance particularly with respect to right-of-way and boundary issues. His prior experience on literally hundreds of surveys within Oakland County and the City of Novi will expedite the preparation of easement documents.

**Ted Meadows** will be the Construction Contract Administrator for the project. Ted will coordinate and facilitate the preconstruction meeting. At the preconstruction meeting Ted will outline the project scope, schedules, and expectations of the project with the City and the Contractor. Ted will also review and process contractor pay estimates, review and make recommendations on contractor requests for additional payment on extra work, and ensure work is constructed in compliance with the contract documents and the City's SESC ordinances.

**Bob Mansell of Mansell Associates, Inc.** will perform all design required for the upgrade or modification of the pedestrian and traffic signals at Haggerty and Ten Mile Road. Bob has decades of experience performing design for the RCOC and is intimately familiar with their requirements for FAST-TRAC installations.



# Resume

**David Eno, P.E.**  
Project Manager

Mr. Eno has 15 years civil engineering experience. Areas of expertise and experience include design and construction of road and bridges; sanitary and storm sewers; and drainage, water, and wastewater collection and distribution. He is experienced with design and construction standards set by the MDEQ, MDOT, and various county road commissions.

Mr. Eno has been involved in the design and reconstruction of numerous road and civil site designs. His responsibilities have included project management, detailed design, QA/QC, cost estimates, coordinating with government agencies, permit applications, easement and ROW acquisition, issuing specifications/bidding documents, and project management during construction observation. He also has practical experience in road construction and several technical certifications. Mr. Eno is proficient with using AutoCAD with Land Desktop, MicroStation with Geopak, SignCAD, MicroPaver, and various spreadsheet and word processing software.

## Roads/Highways – Design MDOT

**US-223 Widening from West of Rodesiler Road to the Lenawee County Line, Lenawee County, Michigan** – Design and plan preparation for widening 1.7 miles of roadway from 2 to 4 lanes.

**I-94 BL (Main Street), City of Benton Harbor, Michigan** – Project Manager for the design of 1.7 miles of full roadway reconstruction. The project included residential areas as well as building-to-building reconstruction in an urban historic district including underground utilities, lighting, and bicycle lane facilities. Project highlights include reducing the number of lanes from five to three in the commercial district, establishment of parking lanes, and two new modern roundabouts.

**M-50 Rehabilitation, Village of Lake Odessa, Odessa Township, Ionia County, Michigan** – QA/QC for maintaining traffic.

**I-69, Branch and Calhoun Counties, Michigan** – Four separate design projects from 1998-2005. Full reconstruction of the freeway including drainage, geometric improvements, and ramp rehabilitations. Responsibilities included maintaining traffic and guardrail design, NPDES-NOC application, and overall design management and professional responsibility for over \$45 million in reconstruction projects.

**M-43 from the City of Kalamazoo to the Village of Richland, Kalamazoo County, Michigan** – Design and plan preparation for 2.65 miles of non-motorized pathway.

**M-10, Exit Ramp to Joe Louis Arena, City of Detroit, Michigan** – Design for the reconstruction of exit ramp pavement and the bridge approach as part of a bridge rehabilitation project.

## EDUCATION

BS Civil Engineering, Michigan State University, 1992  
M.B.A., Grand Valley State University, 1997

## REGISTRATION

Michigan – PE 43201  
Ohio – PE 67256  
MDEQ Storm Water Management Operator  
ODOT – Certification courses in ROW, Maintaining Traffic, and Signing & Pavement Marking

## PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers (ASCE)  
National Society of Professional Engineers (NSPE)  
Michigan Society of Professional Engineers (MSPE)  
Southern Oakland County Municipal Engineers (SOCME)

## SPECIALIZED TRAINING

Highway Traffic Safety Programs – MSU CEE Department (in coordination with MDOT): Traffic Impact Studies, Traffic Signs, Highway Sight Distance, Access Management

PSMJ Resources – A/E/C Project Management Bootcamp

Various MDOT and Michigan Local Technical Assistance Program (LTAP) seminars

MDOT/AECE-MI Annual conference and seminar

Ohio Transportation Engineering

# Resume



**I-75 at M-10, City of Detroit, Michigan** – Maintaining traffic plan development for M-10 under I-75 and the Spruce Street pedestrian bridge as part of bridge rehabilitation projects.

**M-44 at Blakely Road, Cannon Township, Kent County, Michigan** – Design and special provisions for an intersection reconstruction in conjunction with the Kent County Road Commission including acquiring grading permits.

**M-96 from Michigan Avenue to 35<sup>th</sup> Street, Comstock to Galesburg, Kalamazoo County, Michigan** – Provided QA/QC of plans at various stages of design. Design included acquiring drainage right-of-way and grading permits.

**Road Project Scoping 2005 Call for Projects, Monroe County, Michigan** – Road scoping including field inspection, engineering analysis of findings, cost estimates, and report preparation. Evaluated repair alternatives for three portions of M-125.

**M-6 at 60<sup>th</sup> Street and Hanna Lake Avenue, Kent County, Michigan** – Design for the relocation of local roadways in preparation for new freeway construction. Tasks included geometric, pavement, and drainage design, as well as right-of-way plans through approved marked final right-of-way status.

**US-31 BR from Southern Avenue Southeasterly to US-31 Northbound Ramps, City of Muskegon, Michigan** – Verified the design for the rehabilitation of 8.7 km of an existing 4-lane freeway. Responsibilities included checking quantities, calculations, graphics, and overall constructability for the project.

**M-120 from Marvin Road Northeasterly to M-20, Village of Hesperia, Holton, Sheridan, Dayton, and Denver Townships, Oceana and Newaygo Counties, Michigan** – Verified the design for the rehabilitation of 11.8 miles of existing 2-lane roadway and the reconstruction of 0.5 miles of existing 2-lane road to a 3-lane section.

**M-63 from the Blossom Road Bridge to North of the Klock Road Interchange, Cities of Benton Harbor and St. Joseph, Berrien County, Michigan** – Design reconstruction of 1.1 miles of 5-lane highway from a low-speed interchange to an at-grade intersection. Responsibilities included providing direction and guidance for the design team, maintaining traffic plans, special provisions, permits, utility design and relocation, geometric design, wetland design coordination, and QA/QC

**I-196 (Westbound) Chicago Drive to 28<sup>th</sup> Street Merge/Weave Lane, City of Grandville, Michigan** – Assisted in the design of a merge/weave lane on I-196 from 28<sup>th</sup> Street to M-21. Responsibilities included quantity estimates and QA/QC.

**US-31 from North of Sternberg Road to North of M-46, Muskegon County, Michigan** – Assisted in the design for the reconstruction and rehabilitation of 8.9 km of US-31 and 29 ramps. Responsibilities included geometric design, culvert extensions, concrete barrier design, guardrail design, development of a plan for maintaining traffic, critical path network, and QA/QC.

Conference – Annual two day workshop

ODOT Training for Pre-qualifications – ROW, Pavement Marking & Signing, Maintaining Traffic

# Resume

**M-21 from I-96 Easterly to the West Village Limits of Ada, Kent County, Michigan** – Coordinated the design of the rehabilitation of 6.3 km of M-21. Responsibilities included proving direction and guidance for the design team, geometric design, super elevation correction, median crossover design, permanent signing and pavement marking plans, development of plans for maintaining traffic, and QA/QC.

**M-21 from Ada West Limits Easterly to Valley Vista Drive, Kent County, Michigan** – Design for the rehabilitation of 11.8 km and the reconstruction of 1.4 km of M-21 from Ada to Lowell. Responsibilities included super elevation correction, intersection design, storm sewer design, permanent signing and pavement marking plans, and special provisions. Tasks also included reviewing descriptions for grading permits.

**I-196 from Spur I-196 to B03 of 41029 (I-196 over the Grand River), Kent County, Michigan** – Assisted in the design for the rehabilitation of 5.5 miles of I-196. Responsibilities included geometric improvements to mainline and ramps, guardrail design, and QA/QC.

**I-196, Ottawa County, Michigan** – Assisted in the design for the rehabilitation of 10.94 km of I-196. Responsibilities included pavement condition survey, super elevation correction, quantity take-off, guardrail design, and QA/QC.

## Local Agency Projects (Project for a City/Village bid through MDOT)

**Robert Busby Memorial Bridge over Grand River, City of Lansing, Michigan** – Design of approaches and utilities as part of project for replacement of a 3-span bridge and a portion of concrete floodwall. The bridge is located adjacent to buildings over 100 years old in the Old Town historic district. Aesthetic aspects of the area were incorporated into the design of the railings, lighting, and site fixtures.

**City of St. Joseph, Michigan, Momany Drive** – Local Agency design project for 0.35 km of concrete roadway for new industrial park with curb and gutter, storm sewer, and water main. Responsibilities included plan and proposal preparation, funding application, and construction oversight.

**City of Owosso, Michigan, Oliver Street** – Design of approaches, storm sewer, and water main replacement in conjunction with bridge superstructure replacement project.

## City of Novi, Michigan

**Orchard Hill Place Roadway** – Project management and lead design for the reconstruction of 3,400 lf of commercial roadway.

**Meadowbrook Road from South of Grand River Avenue to Twelve Mile Road** – Design and construction project manager for the milling and resurfacing of 1.3 miles of roadway including widening a portion of the road from 2 to 3 lanes, guardrail replacement, and signal installation. Services also included construction observation.

# Resume

**Nine Mile Road from Novi Road to Meadowbrook Road** – Design and construction project manager for full removal and reconstruction of 0.75 mile of roadway including curb and gutter, storm sewer, drive approaches, and 0.5 mile of roadway mill and resurface. Services also included construction observation.

## **2006 Neighborhood Roads**

- **Concrete** – Project Manager for the design and construction of 6,200 lf of residential concrete road, subbase, and edge drain replacement.
- **Asphalt** – Project Manager for the design and construction of 9,600 lf of residential asphalt road replacement.

**Beck Road from Eight Mile Road to Grand River Avenue** – Roadway scoping services including short- and long-term recommendations, detailed estimates, and presentation to City Council. Report posted on City web site.

**Roadway scoping services for Haggerty Road from Eight Mile Road to Ten Mile Road** – Scoping study to estimate the costs and impacts for widening the roadway to a consistent section of two through lanes southbound. Assisted City in leveraging coordination with Farmington Hills and the RCOC.

Design and QA/QC of pathway gap and pathway extension projects.

**Meadowbrook Road over Ingersol Creek Bridge** – Design of roadway approaches as part of emergency bridge deck replacement. Services included construction observation.

**MDMB, W.J. Maxey Training Facility, Whitmore Lake, Michigan** – Project manager and lead design for interior road reconstruction and design of a softball field at a juvenile detention facility. Services included construction observation.

## **City of Lebanon, Ohio**

**Miller Road Reconstruction** – Lead design engineer for the reconstruction of Miller Road from the western City limits to Rosemarie Drive (3,200'). Project includes the widening the roadway, curb and gutter, extending storm sewer and sidewalk limits, and ROW acquisition.

**Cook Road Reconstruction** – QA/QC and maintaining traffic plans for the reconstruction of Cook Road from Bypass 48 to Stone Ridge Drive. Reconstruction includes widening the roadway, traffic signal modifications, and ROW acquisition.

## **Roads/Highways – Construction MDOT**

**M-36, Village of Pinckney, Michigan** – 1.1 miles of milling and resurfacing, curb and gutter, storm system improvements, and streetscaping.

**I-96 between US-24 to M-39, City of Detroit, Redford Township, Wayne County, Michigan** – 4.94 miles of road reconstruction on I-96, US-24 (2 locations), and Old US-24.

# Resume

Work included superstructure placements, deck replacements, and bridge rehabilitations on 20 bridges on I-96 at various locations in the City of Detroit.

**M-85 from St. Anne to West of Clark Street and East of Rosa Parks, City of Detroit, Wayne County, Michigan** – Full construction engineering services and project administration for 1.35 miles of construction. This Ambassador Gateway project consisted of cold-milling and concrete overlay from Rosa Parks to Clark Street.

**Ann Arbor Road (Old M-14) Milling and Resurfacing, Plymouth and Canton Townships, Wayne County, Michigan** – 3.5 miles of milling resurfacing.

**M-14 from Sheldon to Haggerty Road, Plymouth Township, Wayne County, Michigan** – 2.2 miles of pavement repair and diamond grinding.

**M-43 (Saginaw Highway), Canal Road to Rosemary Street, Delta and Lansing Townships, Easton and Ingham Counties, Michigan** – Construction administration and engineering for 6.116 km of bituminous cold-milling, resurfacing concrete pavement repair, curb and gutter replacement, and traffic loop replacement.

**I-96 BL (Cedar Street) from Mount Hope Road to Michigan Avenue, City of Lansing, Ingham County, Michigan** – Construction administration, engineering, and inspection services for 3.34 km of bituminous cold-milling, resurfacing and construction of a new crossover, and curb and gutter replacement. Design of the road curb and gutter was performed during construction.

**I-96 from M-52 to the Livingston County Line, Ingham County, Michigan** – Provided construction administration services including milling and resurfacing.

**I-96 from M-37 (Alpine Avenue) to Grand River, 0.5 miles East of US-131, Kent County, Michigan** – Prepared construction engineering services for 3.22 km of rubblizing existing concrete pavement, bituminous resurfacing, concrete removal, and replacement on I-96 and the I-96/US-131 interchange. Performed many design changes and significantly modified the plan for maintaining traffic during construction.

## Parking Structures

**City of Grand Rapids, Michigan, Ottawa-Fulton Parking Facility** – Grading, sidewalk, pavement layout, and utilities for new parking ramp.

## Water Distribution

**Ira Township, St. Clair County, Michigan** – Engineer for approximately 16,000 lf of 12-inch to 16-inch water main as part of new WTP and distribution system for the Township.

**Cities of St. Joseph and Benton Harbor, Michigan** – Design and permits for relocation of approximately 1,000 lf of 12-inch to 24-inch water main as part of the reconstruction of M-63.

# Resume

## Theatres

**Star Theatres, Loeks Star Partners** – New theatres and additions in Michigan  
**Southfield, Michigan** – Grading and parking layout, water, storm, and sanitary utilities for new 20-screen theater.  
**Grand Rapids, Michigan** – Utility relocation for a 6-screen theater addition.

**Loews Theatres** – Theatre prototypes/additions throughout the U.S.  
**City Place, Dallas, Texas**  
**Cherry Hill, New Jersey**

## Libraries

**Englehardt Public Library, Lowell, Michigan** – Grading, drainage, utilities, and parking layout for 9,000-sf library  
**Flat River Community Library, Greenville, Michigan** – Grading, drainage, utilities, and parking layout for 20,000-sf library

## Offices

**Blue Cross Blue Shield of Michigan, Portage, Michigan** – Grading, drainage, utilities, and parking layout for new office building  
**Nugent Office Building, Plainfield Township, Michigan** – Grading and layout for office building.

## Bridges – Construction

**MDOT**  
**I-96 between US-24 and M-39, City of Detroit, Redford Township, Wayne County, Michigan** – Urban freeway and bridge reconstruction.

**West Grand Boulevard Structures S13 and S23, City of Detroit, Wayne County, Michigan** – Construction engineering services for the reconstruction of the West Grand Boulevard structures over I-75 including approaches, curb and gutter, signing, traffic signal work, storm sewer, and shoulder work.

**Ann Arbor Road (Old M-14) Structure Replacement, Wayne County, Michigan** – Structure replacement of B-01 and B-02 of 82101 (Fellows Creek and Willow Creek)

## Wastewater Collection

**Village of Baldwin, Michigan** – Design engineer for portions of 11,200 lf of 8-inch to 12-inch sanitary gravity sewer; and a 300-gpm submersible pump station with 8,300 lf of 8-inch force main. Lead design for pump station site grading, easements, and utility locations.

**Yates Township, Michigan** – Preliminary design for rural collection system.

**City of Ionia, Michigan** – Design of 1,200 lf of 12-inch gravity sewer to serve existing and proposed residential and commercial developments. The project included a deep bore and jack under M-66.

# Resume



## **City of Grand Rapids, Michigan, CSO Program**

- \$180 million sewer separation project on west side of Grand Rapids with Black & Veatch.
- Review and verification of sampled data and correlation of data and weather events.
- Assisted with design and construction of over 20 miles of sewer separation and street improvements, water system replacements, and storm and sanitary sewer rehabilitation.
- Design of improvements to existing flood walls and embankments, and analysis of existing and proposed storm outlet flap-gate structures.

## **Site Work**

**Motorola, Inc., Michigan Statewide Public Safety Radio System** – Development of site documents for over 150 radio tower sites including access road designs, construction drawings, and specifications for grading, foundations, grounding, electrical services, and fencing.

**Ajax Materials Corporations, Romulus, Michigan** – Project manager for the replacement of an existing asphalt plant. Responsibilities included coordination with City of Romulus site planning officials, and overall coordination as part of a multi-discipline project.

**Martin Luther King Park, Grand Rapids, Michigan** – Grading and utilities in conjunction with work at a underground water tank on the site which included a ball field and tennis court layout.

**Holland Community Hospital, Holland, Michigan** – Grading and utilities in conjunction with major hospital renovations and addition.

## **ESA/BEA (Brownfields)**

**City of Auburn Hills, Michigan** – Design of leachate collection system as part of a project to convert a closed landfill into commercial property.

# Resume

**Taylor Reynolds, PE**  
Design Engineer

Ms. Reynolds has extensive experience in municipal engineering including the design of pathways, roadways, sanitary sewer, storm sewer, and water main. Ms. Reynolds' recent experience includes two years of pathway design, meeting the ever changing ADA standards while finding a balance between client needs and resident satisfaction. Her responsibilities include the preparation of detailed plans, cost estimates, and bid documents. She has coordinated with the necessary permit agencies, prepared easement documents and sketches, and reviewed bids, making recommendations for award of project. Ms. Reynolds has extensive experience in site plan review for conformance to local, state and federal regulations and in accordance with accepted engineering practices. This includes reviewing site plans, stormwater management plans, and construction plans. Ms. Reynolds also has experience in updating Township Master Plans and the preparation and review of as-built drawings for design and development projects, and extensive resident coordination on a variety of projects.

## RELEVANT EXPERIENCE

**2009 Safety Path Program, West Bloomfield Township, MI** – Design approximately 3 miles of safety path to be constructed along the Township's major roads through existing developed residential areas. Plan development includes designation of necessary grading, retaining walls, boardwalks, and bridges. Coordination is provided for all permitting agencies, and ADA compliance is a major design factor.

**2008 Safety Path Program, West Bloomfield Township, MI** – Design and oversee construction of approximately 4 miles of pathway, including retaining walls and boardwalks through existing developed areas, and in accordance with the Township's master plan for pathway expansion. Township and resident coordination was provided for this high-profile project.

**Pontiac Lake Sanitary Sewer SAD, Charter Township of White Lake, MI** – Coordinated grinder pump plot plans and installations with homeowners for over 400 existing homes on lake property to abandon septic systems and improve lake quality.

**Section 30 Water Main Replacement, City of Troy, MI** – Designed 10,000 feet of 8" and 12" HDPE water main replacement using directional drill construction method through an existing subdivision.

**Donaldson Boulevard Paving, Charter Township of Clinton, MI** – Designed 4,000 feet of 28' wide concrete pavement with storm sewer improvements in an existing residential area, replacing a gravel road with ditches.

**Meijer Off-Site Sanitary Sewer, Charter Township of White Lake, MI** – Designed and managed construction of a developer funded Township project consisting of 3 Miles of 8", 10", and 12" sanitary sewer trunkline force main along Elizabeth Lake Road and Highland Road (M-59).

**Groesbeck Highway Rear Lot Storm Sewer, Charter Township of Clinton, MI** –

## EDUCATION

BSCE, University of Kansas, 1996

## REGISTRATION

PE, Michigan

# Resume

Designed 3,900' of 18" to 42" storm sewer, including a railroad crossing, along existing industrial and residential areas. This project reduced the need for existing detention ponds. Wrote contract specifications and obtained municipal approvals and permits.

**Gratiot Avenue Water Main Replacement Phase III, Charter Township of Clinton, MI –** Designed 5,294' of 12" water main, along an existing commercial area. Wrote contract specifications and obtained municipal approvals and permits.

**North Avenue Sanitary Sewer Project, Charter Township of Clinton, MI –** Designed 3,350' of 10" sanitary sewer ranging in depth from 10' to 22', including a railroad crossing, in an existing industrial and residential area. Wrote contract specifications and obtained municipal approvals and permits.

**Grinder Pump Site Plans, Charter Township of White Lake, MI -** Prepare site plans for grinder pumps connecting to low pressure systems in new residential areas, including field meetings with builders and homeowners regarding accurately sizing of pumps.

**Engineering Review, Charter Township of Clinton, MI -** Municipal Engineer responsible for sanitary sewer, water main, storm sewer, paving, and grading review of site plans and engineering plans for commercial, industrial, and residential developments throughout the Township.

**Sanitary Sewer Review, White Lake Twp, MI -** Municipal engineer responsible for sanitary sewer review of site plans and engineering plans for commercial, industrial, and residential developments throughout the Township. This includes gravity mains, low pressure systems with grinder pumps, force mains, and pump stations. Also responsible for sanitary sewer designs for special assessment districts and developer funded projects.

**Special Assessment Projects, Charter Township of White Lake, MI -** Developed special assessment projects for gravity sewers and low pressure sewer systems, including preparing project cost estimates and establishing districts of benefited parcels.

**Special Assessment Projects, Charter Township of Clinton, MI -** Developed special assessment projects for water mains, sanitary sewer, and paving, including preparing project cost estimates, establishing districts of benefited parcels, and verifying petition signatures.

# Resume

**Jay Herron**  
CAD Technician

Mr. Herron has experience in civil CAD design. His responsibilities include a variety of civil construction projects as well as CAD data management for system evaluation studies and large construction projects. His responsibilities also include revising and implementing CAD data and drafting standards. Jay also has experience in the inspection of bridges.

## RELEVANT EXPERIENCE

**Chase Bank, Novi, MI – Inspector -** Performed construction observation duties on underground utilities and paving operations. Witnessed watermain installation, including a bore and Jack at Grand River, storm sewer installation, and sanitary sewer installation.

**Ambassador Bridge U.S. Approach Replacement, Detroit, MI – CAD Technician -** Developing an Amendment to a current construction contract for removal of Spans 23-26 of the Ambassador Bridge and replacing the spans in a new configuration. This includes design of new substructure and superstructure comparable to the west plaza expansion.

**City of Livonia Asphalt Paving Program 2006-2007 – CAD Technician** assisting in the development of Livonia's asphalt pavement program including over 20 miles of asphalt or composite pavement rehabilitation or reconstruction, including residential and arterial roadways. Prepared plans for multiple roadways as part of the annual pavement program. Treatments included microsurfacing, preventative maintenance, rehabilitation, and reconstruction.

**Stephenson Highway from 14 Mile Road to I-75, Troy, MI – CAD Technician** responsible for plan development of the design and maintenance of traffic for 1.75 miles of pavement rehabilitation including adding curb and gutter and drainage improvements.

**John R Rd Rehabilitation, N of 12 Mile Rd to 14 Mile Rd, Madison Heights, MI – CAD Technician** responsible for plan development of 1.7 miles of concrete pavement rehabilitation (cracking & sealing, cold milling, and HMA overlay) of a 5-lane urban roadway for RCOC. The project also involved design of maintaining traffic plans, as well as pavement marking plans.

**M-3 (Gratiot Ave) Rehabilitation, Sunnyview St to Sandpiper St, Mt Clemens & Clinton Twp, MI – CAD Technician** responsible for plan development of rehabilitation (cold milling, concrete patching, and HMA overlay) of 4.1 miles of urban trunkline for MDOT. The project also involves reconstruction of Metro Pkwy intersection reconstruction, geometric improvements at intersections, signing and guardrail upgrades, and upgrading over 200 sidewalk ramps to current ADA standards. Extensive maintaining traffic plans were also required for stage construction at the Metro Pkwy intersection, NB & SB M-3 bridges over the Clinton River, and other partial-reconstruction locations along the corridor.

**M-10/Jefferson Avenue Connector under Cobo Hall, Detroit, MI – CAD Technician -** The bridge rehabilitation and enhancement of aesthetics of existing bridge on M-10/Jefferson

## EDUCATION

Associates Degree, 1995, ITT  
Technical Institute, Austin, TX

## SPECIALIZED TRAINING

Bentley Systems, MicroStation CADD  
Software  
Autodesk Land Desktop, Autocad  
CADD Software  
SignCad Systems, CADD Software  
MTSIS Software Training, MDOT  
Roundabout Design Training, MDOT  
Traffic Signs and Pavement Markings  
Training, MDOT

# Resume

Avenue connector under Cobo Hall, Detroit is 0.2 miles. Proposed improvements included repairing and sealing the substructure concrete, removing the existing sodium wall luminaires, constructing new ceiling and wall mounted lighting, removing and replacing security fencing adjacent to the roadway, constructing a decorative, wave-like metal wall with lighting outside of and parallel to the roadway, replacement of the Washington Boulevard bridge over M-10 and Washington Boulevard streetscape.

**I-69 EB and I-94 EB/WB Road Scoping, St. Clair County, MI - CAD Technician -** The project is located in two locations in St. Clair County. The first location is on I-94, from the south St. Clair County line to Allington Road/Fred Moore Highway, approximately 28 lane-miles in length. The second location is on EB I-69, from M-19 to Taylor Road, approximately 18 lane-miles in length. The project includes all work associated with generating Preliminary and Final Road Scoping Reports for both locations.

**Paint Creek Trail, Oakland County, MI - CAD Technician -** The aggregate reconstruction of 8.5 mile long non-motorized pathway in Lake Orion, Orion Twp, Oakland Twp, Rochester Hills, and Rochester.

**Belle Harbor / Lake Crest Subdivision Reconstruction, Van Buren Twp, MI - CAD Technician -** Project was 2.3 miles of two-lane subdivision and road construction. Design included safety improvements, road construction, significant drainage improvements, maintenance of traffic, and signing.

**2007 City of Inkster Road Improvement Program, Inkster, MI - CAD Technician/Inspector -** Responsible for plan preparation using aerial images for 42 roadways (approx. 18 miles) as part of the annual pavement program. Treatments included mill and resurface and reconstruction. Duties included file management, coordination of plans and schedule, and reports. Include inspection duties here?

**2007 MDOT Road Scoping, Wayne County, MI - CAD Technician -** Preliminary engineering and and safety analysis study for 2012 MDOT Call for Projects. Corridors include I-96 from Newburgh to Telegraph/US-24 (Livonia/Redford), Michigan Ave/Us-12 from Henry Ruff to Gully (Inkster/Dearborn Heights), and I-375/M-10/Jefferson Ave from Griswold to M-3/Gratiot (Detroit).

# Resume

**Diane Zobl**  
Office Technician

Ms. Zobl has eleven years with SDA for a total of sixteen years of experience in the industry. Diane performs office technical support including processing Pay Estimates, Contract Modifications, material certification approvals, payrolls, computation review, FieldManager documentation maintenance, hard files and closeout organization, and any other support functions required by the Resident Engineer. She has prepared progress meeting minutes, shop drawing logs, RFI logs, and property damage claim logs. She served three years as an MDOT Construction Technician co-op and two years as Office Tech. at the Taylor TSC. She was point person for SDA's GPS marketing and client assistance.

## RELEVANT EXPERIENCE

**MDOT Taylor Technical Service Center, Taylor, MI** – Office Technician charged with contract administration for multiple large projects. Tasks include pay certificate preparation, contract modification(s), electronic file management and final project close-out.

**Emergency Overhead Sign Replacement, I-94 / I-96, Wayne County, MI** - Office Technician (MDOT Taylor TSC) - 1.92 miles of freeway emergency overhead sign structure replacement on I-94 from the westerly county limits of Wayne County to I-275 (7 locations) and I-96 near Telegraph (1 location)

**Cold Mill, Resurface and Superstructure Replacement, US-24 from Fordson to Joy, Dearborn, MI** - Office Technician (MDOT Taylor TSC) - 3.52 miles hot mix asphalt cold milling and resurfacing on Telegraph, and 7 structure rehabs in Dearborn and Dearborn Hts.

**Rest Area Demo and Replace, I-94 westbound near Belleville, MI** - Office Technician (MDOT Taylor TSC) - Demo existing building, construct new 4 restroom building, car / truck parking reconfiguration, lighting, sidewalks, curb, and picnic areas on I-94 westbound near Bellville. Includes Ea subclassification.

**Substructure Rehabilitation and Deck Replacement, Lonyo / US-12 over I-94, Dearborn / Detroit, MI** - Office Technician (MDOT Taylor TSC) - Deck replacement, steel and substructure repair and approach work on Lonyo Ave, railing replacement concrete surface coating removal on Michigan Ave in Detroit and Dearborn, MI

**Structure Replacement and Approach Work, US-24 over Silver Creek, Flat Rock, MI** - Office Technician (MDOT Taylor TSC) - Project entailed rerouting the river while an 18 ft wide box culvert was placed and maintaining traffic. Close attention paid to environmental concerns. City of Flat Rock, Monroe County

**Bridge Replacement and Approach Work, Fascia Beam Painting, US-12 eastbound under Ecorse Road** - Office Technician (MDOT Taylor TSC) - Fascia beam full painting and concrete surface coating on three railroad bridges over I-94 in the City of Detroit.

**Cold Mill and Resurface and Concrete Pavement Restoration, US-12, Ruff to Gulley, Inkster / Dearborn Hts., MI** - Office Technician (MDOT Taylor TSC) - A Preventative

## EDUCATION

BS from Michigan State University,  
Human Environment  
Associate of Applied Science from  
Macomb Community College, Civil  
Technology

## REGISTRATION

NSPS Certified Technician - Level II  
Member -- CSI  
Construction Documents Technician

## SPECIALIZED TRAINING

MDOT trained in FieldManager, Office  
Management for Local Public Works,  
Office Technician, and Plan Reading  
QIP trained Facilitator  
GPS Technician: RTK, Fast Static, and  
Sub-meter  
Red Cross certified in CPR, First Aid,  
and Advanced Life Saving,  
SSI certified Advanced Open Water  
Diver

# Resume

Maintenance Project for 2.83 miles hot mix asphalt cold milling and resurfacing and concrete restoration on Michigan Ave. from Henry Ruff to Gulley Rd. in Inkster and Dearborn Hts., MI

**Deep Concrete Overlay, Joint and Substructure Repair, M-153 east over Hines Drive, Dearborn, MI** - Office Technician (MDOT Taylor TSC) - Deep concrete overlay, joint replacement, painting, pin and hanger replacement, thrie beam retrofit, substructure and approach work on Ford Road over Hines Drive in Dearborn and Dearborn Hts.

**Landscaping, I-275 / US-12 Interchange, Canton Twp., MI** - Office Technician (MDOT Taylor TSC) - Landscaping, planting of trees, shrubs, and flowers Michigan Ave. at the I-275 interchange in Canton Township

**Cold Mill and Resurface, Concrete Repair, and Diamond Grinding, US-24 Joy to Plymouth Dearborn Hts., MI** - Office Technician (MDOT Taylor TSC) - 0.95 miles cold milling and hot mix asphalt resurfacing, concrete pavement repair and markings, diamond grinding, joint crack sealing, concrete curb and gutter, drainage structures in Dearborn Hts.

**Kirkway Road Bridge Reconstruction, Bloomfield Township, MI** - Office Technician - Construction observation and records for the water main and sanitary sewer relocation for replacement and widening of bridge, new concrete retaining walls, recon and widening of approach roadway.

**Fourth Street Asphalt Resurfacing, Royal Oak, MI** - Office Technician - Construction Engineering services for asphalt resurfacing of Troy Street and Stephenson Highway.

**Tri-Party Road Improvements, Orchard Lake, MI** - Office Technician - Surveying, traffic design, and construction engineering for numerous intersection improvements.

**Tri-Party Road Improvement Projects, West Bloomfield, MI** - Office Technician - Survey, design, bidding, and construction engineering for bituminous pavement widening, shoulder work, culvert, sidewalk, and pavement striping. Multiple streets.

**M-29 Palms Road to Flamingo Road Clay and Ira Township, MI** Contract Administration for construction services for 4.36 km (2.71 miles) of cold milling and hot mix asphalt resurfacing and minor drainage improvements on M-29 from Flamingo Road northerly to Palms Road in Clay and Ira Townships.

**City of Trenton Construction Improvements, Trenton, MI** - Construction Contract Administration, responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues. This project allows for the transport, storage, and treatment of wet weather flows. The improvements consist of a retention basin enlargement and pump station and two sanitary sewer interceptors. The River North Interceptor Project consists of constructing a new interceptor sewer and a lift station. The total length of the interceptor is over 20,900 lineal feet and the depth of cut ranges from 17 to 34 feet. The project also includes utility relocations, new water main, and street construction. The River South

# Resume



Interceptor Project consists of a 6,600 lineal foot interceptor sewer along Jefferson Ave. PVC pipe and fiberglass manholes make this project unique to the industry.

**Dry Weather Infiltration/Inflow Removal, Lake St. Clair Clean Water Initiative, Macomb County, MI** - Contract Administrator responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues.

**Relief Sewer from Bon Brae to Hoffman Pump Station, Lake St. Clair Clean Water Initiative, Macomb County, MI** - Contract Administrator responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues.

**New Control System and Telemeter System (SCADA), Lake St. Clair Clean Water Initiative, Macomb County, MI** - Contract Administrator responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues.

**Martin Drain Outfall Rehabilitation, Lake St. Clair Clean Water Initiative, Macomb County, MI** - Contract Administrative Clerk responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues.

**Relief Sewer from 9 Mile to Marter Road Booster Station and 9 Mile Throttling Gate, Lake St. Clair Clean Water Initiative, Macomb County, MI** - Contract Administrative Clerk responsible for Contractor pay estimates, resident claims and complaints, progress meeting minutes preparation and distribution, facilitating shop drawing review, and scheduling issues.

# Resume

**Jerome A. Kramarz**  
Construction Technician

With more than thirty years in the construction and inspection industries, Jerry is adept in many levels of construction engineering. He has knowledge of commonly-used concepts, practices, and procedures within the construction engineering field. Under the guidance of a Construction Manager or Resident Project Representative, Mr. Kramarz will perform the daily tasks necessary to document construction activities and ensure compliance with the required Public Acts and City or Township Ordinances. He will work under immediate supervision and according to pre-established guidelines to perform the functions of the job.

## RELEVANT EXPERIENCE

### 2008 West Bloomfield Pathway Program, West Bloomfield, MI

Performed as a construction technician, observing clearing and grubbing, excavation and concrete pathway placement for 3.6 miles of pathway. Project required careful coordination with an estimated 150 home owners along with the construction of multiple elevated board walk sections of the pathway through wetland areas. In addition, major efforts were made to preserve native trees and landscaped areas thereby minimizing pathway impacts on the natural beauty of the area. Project also required the construction of multiple decorative Unilok block retaining walls so that mowable slopes could be shaped and the pathway grade could be constructed in accordance with engineering standards.

### Asphalt Resurfacing Program for the City of Dearborn, MI

Twelve years of experience in this annual program, which included checking structures and pavement conditions to establish quantities for bid. Mr. Kramarz ran inspection of prep crews, concrete replacement, and asphalt placement to final punch list. Programs completed within 2% +/- of budget.

### Sidewalk Program for the City of Dearborn, MI

Involved in initial survey, establishing quantities for bid, and inspection of projects for five years. Frequent contact with residents. Concrete testing (cylinders, slump air checks, temperature) was completed about every 100 cubic yards of concrete placed. Programs completed within 2% +/- of budget.

### Pavement Repair for the City of Dearborn, MI

Involved list of "must dos" and specific areas to be brought up to standards throughout the City. The "must dos" involved water department repairs, sewerage department repairs, and attending to general complaints from local property owners. Repairs to storm structures and pipe on both concrete and asphalt roadways. Daily contact with City residents. Daily concrete and asphalt testing. Completed within 1.5% +/- of budget. Mr. Kramarz worked on this program for 6 years.

### Specific Projects throughout City of Dearborn, MI

Inspection of Fairlane Town Center, Fairlane Woods, Fairlane Meadows, and Commerce Park South. Reconstruction of Monroe Blvd (Outer Drive to Michigan Avenue), Military (Beech to Cherry Hill), the Tournament Players Golf Course subdivision and club house, and

## EDUCATION

Strategic Planning Courses, University of Michigan – Dearborn

Construction Inspection and Supervision Courses, University of Toledo

Construction Technologies Program, Henry Ford Community College

Journeyman Carpenter, Detroit Apprentice Training Center

## SPECIALIZED TRAINING

Confined Space Entry and Rescue

Ferris State University:

Construction Practices

Michigan Aggregate Technician Level I

Michigan Bituminous Technician Level I

Asphalt Paving Operations

Density Control Testing

Pump Systems Basics for Designers & Contractors

## CERTIFICATIONS

State of Michigan:

S-1 Water Distribution License

Concrete Technician Level II

Waterworks Systems Operations

Soil Erosion & Sedimentation Control

Storm Water Operator

# Resume

the building of Mercury Drive from Hubbard Drive to Southfield Service Drive, among other projects. All involved placement or replacement of water mains, storm sewers, sanitary sewers, and roadways. Inspection of replacement of water mains, live sanitary sewers, and beautification projects.

## Private Projects throughout Plymouth Township, MI

Mr. Kramarz's responsibilities involved checking paperwork (insurance, permits, assessment of fees); setting up pre-cons with owners, contractors, subcontractors, engineers, surveyors, utility companies and the departments of fire, building and DPW. He assigned inspection personnel and coordinated any changes that were necessary with engineers, contractors, and the township departments involved. Checked record drawings and distributed final record drawings. Also checked bonds, waivers, and any punch lists necessary to finalize projects.

Included projects such as:

- **Subdivisions:** Country Acres, Andover (numerous phases)
- **Commercial Projects:** Bosch, Karmann, DeMattia, Finrel Ross, Lear and Royo
- **Smaller Projects:** Home Depot, banks, smaller distribution companies, churches and condominium projects

All above involved storm systems, sanitary, and watermain placement.

## Municipal Projects, Plymouth Township, MI

Successfully accomplished inspection of Township park projects, inspection of Township building (such as the new Township hall and the reconstruction of the parking lot at the DPW facility), cleaning and televising of sanitary sewers, construction of a new water tower, and set up and inspection of the sidewalk program for eight years.

## Private Projects for Monroe Township, MI

Checking paperwork (permits, insurance, bonds and fee assessments); setting up pre-cons with owners, contractors, subcontractors, engineers, surveyors, the City of Monroe (water), Monroe County Drain Commission, the Monroe County Road Commission, Township Building Department, Fire Department, Clerk's office, and utilities for subdivisions and a few commercial sites. Inspection personnel were assigned and changes were brought to the attention of design engineers and the proper entity (Drain Commission, Road Commission, Township Engineer, or Water Department). Responsible for final approval of as-builts, final inspection, and project close-out. Also responsible for storm systems, sanitary sewers, water mains, and final walk throughs of the ROWs and pump stations for eight years.

## Luna Pier, 1999 to 2007

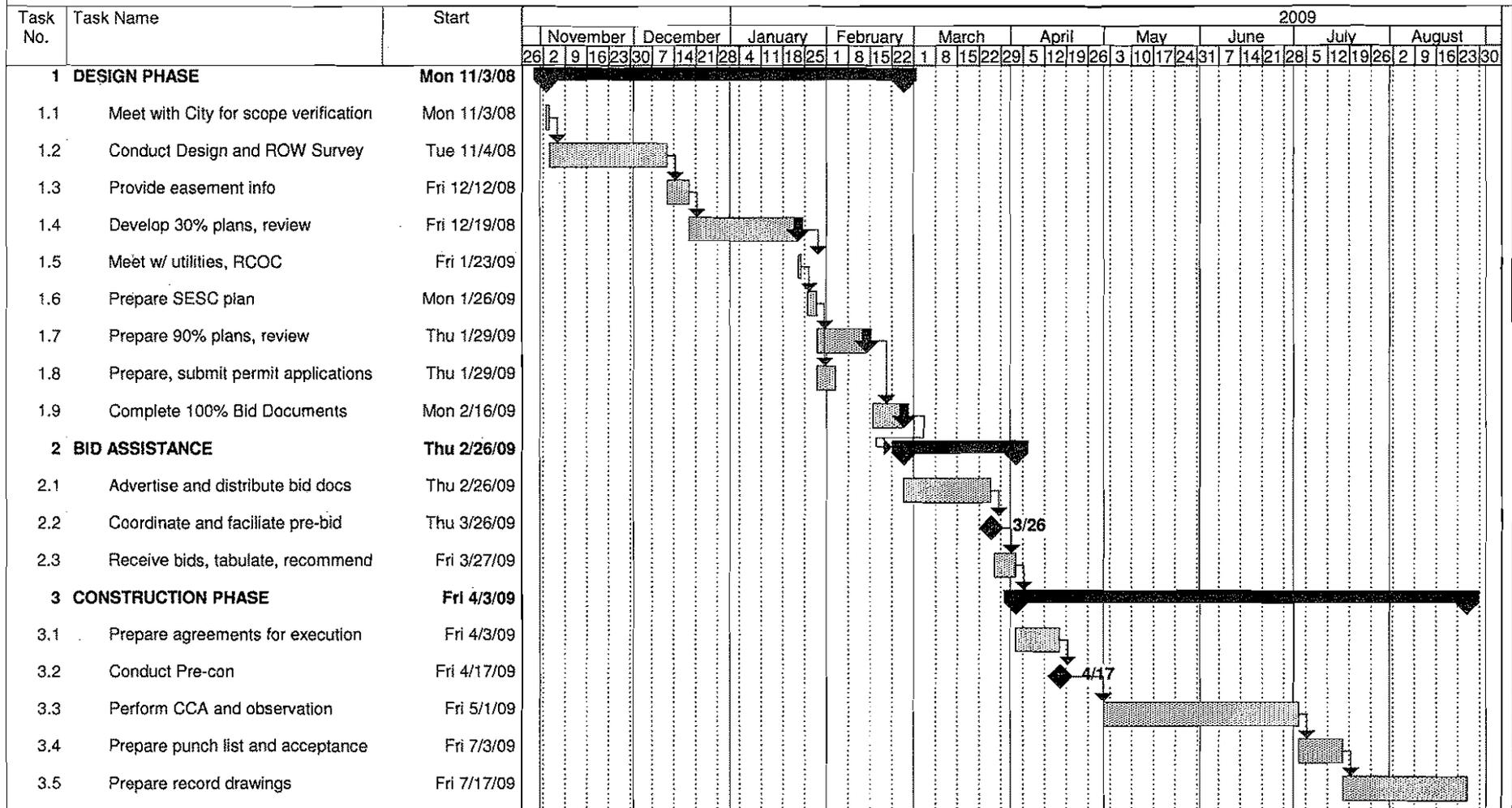
Inspected pavement resurfacing, pavement reconstruction projects, and a condominium project.

## Salem Township, 1999 to 2002

Checking placement of roads (subgrade, stone placement, and asphalt placement) and drainage systems. Checking punch lists and as-builts.

# 2009 PATHWAY CONSTRUCTION

## Design, Bid and Construction Phases



City of Novi 2009 Pathway Construction September 2, 2008	Task		Rolled Up Task		Project Summary	
	Split		Rolled Up Split		External Milestone	
	Progress		Rolled Up Milestone		Submittal	
	Milestone		Rolled Up Progress			
	Summary		External Tasks			

### DESIGN, BID AND CONSTRUCTION PHASES



cityofnovi.org

EXHIBIT A  
FEE PROPOSAL  
CITY OF NOVI

ENGINEERING SERVICES FOR  
2009 PATHWAY CONSTRUCTION

We the undersigned propose to furnish to the City of Novi services consistent with the Request for Qualifications dated January 11, 2007 and Request for Proposals dated August 12, 2008, respectively. Design fees will be paid on an hourly basis for actual work performed to a maximum as proposed. A separate fee schedule is being provided should the City request additional work on an hourly basis.

Project	Phase	Total Fee
2009 Pathway Construction Base Scope (ADA ramp on SE corner of Ten Mile and Haggerty only)	Design Phase (no soil borings required)	\$ 18,500.00
	Construction Cost Estimate: \$ 200,000.00	
	Construction Phase: <u>6.75</u> % of Construction Cost	\$ 13,500.00
	<b>TOTAL ESTIMATED FEE*</b>	<b>\$ 32,000.00</b>
Alternate Scope (addition of pedestrian signal work, additional ADA ramps and RCOC coordination)	Design Phase (addition to base scope)	\$ 3,500.00

\*Total Estimated Fee consists of a not-to-exceed design phase fee and a fixed percentage construction phase fee which is used to estimate an approximate fee amount based on the cost estimate above. The actual construction phase fee will be established when the project is awarded to a contractor by multiplying the fixed percentage provided and the bid price of the successful bidder.

**PLEASE TYPE:**

Company Name: Spalding DeDecker Associates, Inc.

Address: 905 E. South Blvd., Rochester Hills, Michigan 48307

Agent's Name: Cheryl L. Gregory, P.E.

Agent's Title: Transportation Department Manager

Agent's Signature: *Cheryl L. Gregory*

Telephone Number: (248) 844-5400 Fax Number: (248) 844-5404

E-mail Address: cgregory@sda-eng.com Date: 9/2/08

**Spalding DeDecker Associates, Inc.**  
**City of Novi, Michigan**  
**"Hourly Rate Schedule"**



**PROFESSIONAL SERVICES**

The engineering and surveying services of SDA will be performed under the overall supervision of Principals and Department Managers of our firm. Fees will be based upon the time worked on the project by engineering, surveying, technical, construction technicians and clerical personnel assigned to the project.

<b><u>Classification</u></b>	<b><u>Hourly Rate</u></b>
Department Manager	\$140.00
Project Manager	\$123.00
Senior Project Engineer/Senior Project Surveyor +	\$121.00
Project Engineer/Project Surveyor/Resident Project Representative +	\$103.00
Project Accountant +	\$103.00
Operation & Maintenance Specialist+	\$ 99.00
Engineer +	\$ 94.00
Surveyor+	\$ 94.00
Designer/Mapping Specialist +	\$ 87.00
Drafter/Technician/Surveyor Assistant/Engineering Assistant +	\$ 73.00
Two-person Survey Crew (Crew Chief & Instrumentman w/truck and equipment) or Sewer Crew +	\$159.00
Additional Survey/Construction Tech Assistants (if necessary) +	\$ 54.00
Construction Technician I +	\$ 68.00
Construction Technician II +	\$ 75.00
Senior Construction Technician +	\$ 91.00

+ Overtime services will be charged at a rate equal to 1.3 times the indicated rate. "Overtime" is time worked in excess of 8 hours per day.

REIMBURSABLE EXPENSES: The following items are reimbursable to the extent of 110% of actual expenses (including subcontracting expense) accrued for the project.

1. Printing and Reproduction
2. Subcontracted Services.
3. Shipping and Handling Charges