



CITY of NOVI CITY COUNCIL

Agenda Item E
January 9, 2017

SUBJECT: Approval to award civil engineering services to Spalding DeDecker Associates to proceed with preparation of plans, specifications and cost estimate for the pavement repair/rehabilitation Special Assessment District (SAD) within the Vistas of Novi Planned Unit Development for a fee of \$7,500 and amend the budget to reflect this new project.

SUBMITTING DEPARTMENT: Department of Public Services, Engineering Division **GDM**

CITY MANAGER APPROVAL: *PA*

EXPENDITURE REQUIRED	\$ 7,500
AMOUNT BUDGETED	\$ 0
APPROPRIATION REQUIRED	\$ 7,500
LINE ITEM NUMBER	101-442.10-805.00

BACKGROUND INFORMATION:

City Council approved Resolution No. 1 for the Special Assessment District (SAD) No. 179 on December 19, 2016, which authorizes the City Manager to direct a registered professional engineer to provide services to the City regarding the SAD No. 179. See attached.

Spalding DeDecker Associates (SDA) will be assisting the Engineering Division with the design engineering services for this project. Since there isn't an established fee schedule for this type of task in the Agreement for Professional Engineering Services for Public Projects for the City's three pre-qualified engineering consultants, the design fee is based on hours estimated at the hourly rates provided in the agreement. The design fee for this project will be \$7,500 per SDA's proposal dated December 28, 2016.

RECOMMENDED ACTION:

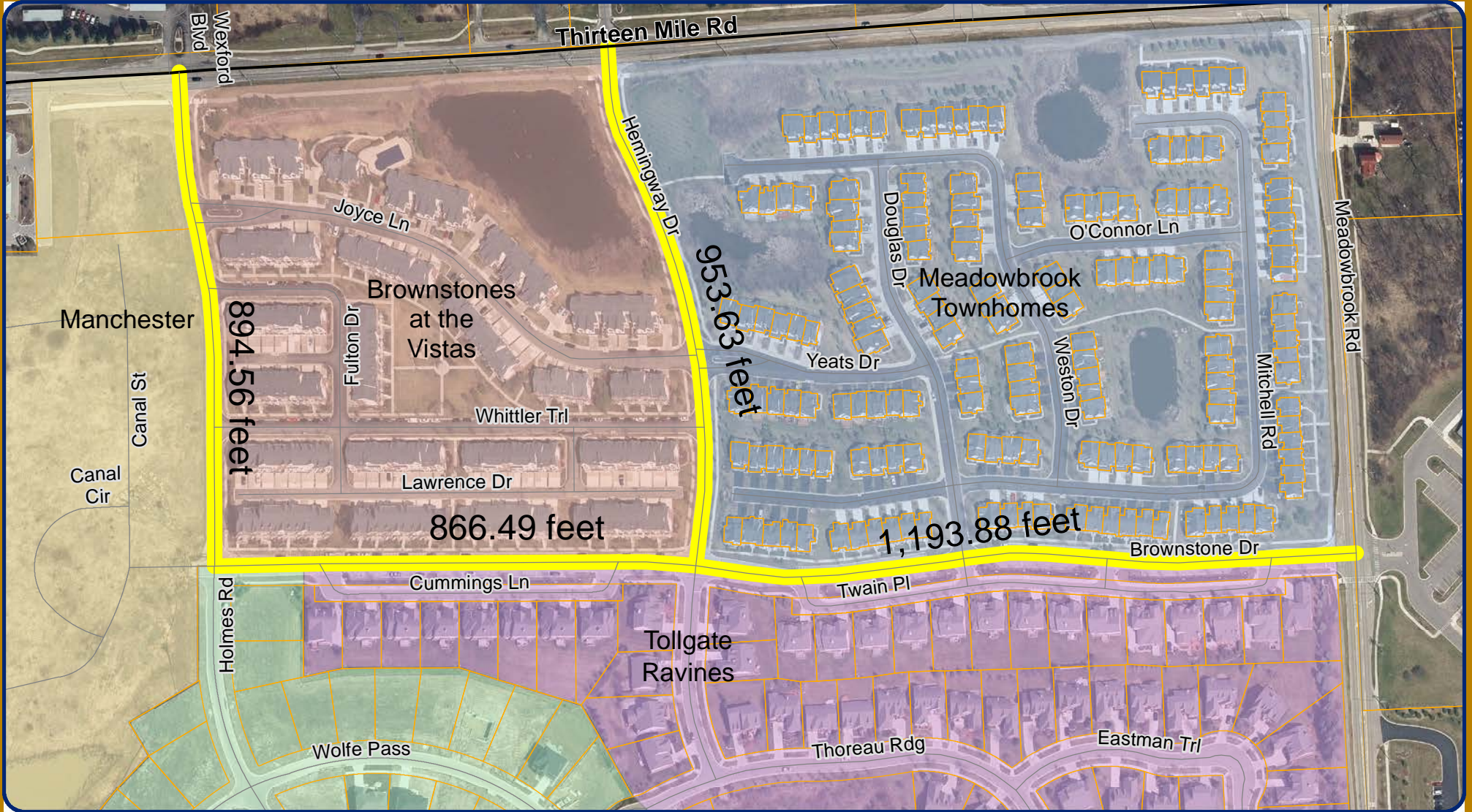
Approval to award civil engineering services to Spalding DeDecker Associates to proceed with preparation of plans, specifications and cost estimate for the pavement repair/rehabilitation Special Assessment District (SAD) within the Vistas of Novi Planned Unit Development for a fee of \$7,500 and amend the budget to reflect this new project.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

Potential Special Assessment District for Roads

Hemingway, Holmes and Brownstone

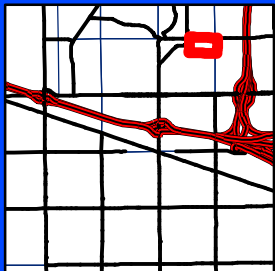


Map Author: T.Bridges
 Date: 12/12/2016
 Project:
 Version #:

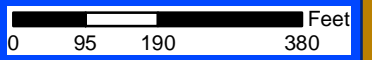
Amended By:
 Date:
 Department:

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.

Map Legend	
	Streets to be Dedicated
	Brownstones at the Vistas
	Manchester
	Meadowbrook Townhomes
	Tollgate Ravines
	Tollgate Woods III



City of Novi
 Engineering Division
 Department of Public Services
 26300 Lee BeGole Drive
 Novi, MI 48375
cityofnovi.org



December 28, 2016

Ms. Theresa Bridges
Engineering Division
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375

Email: tbridges@cityofnovi.org

Re: Vistas of Novi – Pavement Repair Special Assessment District
Proposal for Civil Engineering Services
SDA PR16-340

Ms. Bridges:

Spalding DeDecker (SD) is very pleased to have this opportunity to present this proposal for the Pavement Repair/Rehabilitation Special Assessment District (SAD) for the Vistas of Novi. The pavement SAD will be for Hemingway, Holmes and Brownstone Roads within the Vistas development. Based on the information provided to us, the following is our understanding of the scope of work and our proposed fees.

SCOPE OF WORK

We understand that the City would like to obtain an evaluation and recommendation for the rehabilitation or reconstruction of the above referenced roads, along with a cost estimate for the appropriate recommended repairs.

The SAD recommendations for the pavement assessment will include the following tasks:

- Obtain a maximum of fourteen pavement cores at various areas of the pavement network. These cores will be taken at a maximum depth of approximately 36". The existing aggregate base and subgrade composition will be analyzed to assist in the pavement repair solution. This will help us gain an understanding of the existing aggregate base and subgrade conditions on the site, as this will help guide us in recommending the proper pavement repairs.
- Prepare a base plan of the site in AutoCAD. This will be done using old plans and/or aerial photographs. This proposal does not include a field survey of existing conditions. If one is desired, SDA can provide a separate proposal for this service.
- Visit site to review the current pavement conditions.
- Prepare colored condition assessment maps of the site, including square footages of each different condition of the pavement and recommended reconstruction and/or repair.
- Prepare spreadsheet detailing the pavement segment information, the recommended pavement repairs, and the estimated costs of repairs.
- Prepare a brief description of the pavement conditions and provide recommendations for measures that can be taken to address the pavement deterioration.
- Assist the City with the preparation of the tax roll

Please note the condition assessment is intended to be a planning tool for the SAD process to determine the initial tax roll for the future pavement improvements on the site. Once the City chooses to move forward with improvements, SD will provide a separate proposal for development of construction plans, permit applications, bid documents and construction phase assistance.

FEE

We propose to provide the above noted tasks on an hourly basis with a not to exceed fee of **\$7,500.00**. We will bill in accordance with the standard rate and fee schedule included in our general services agreement.

If this proposal is acceptable to you, please send a purchase order for the work. Should you have any questions, don't hesitate to contact me.

Sincerely,

SPALDING DEDECKER



David E. Richmond, P.E.
Project Manager

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF NOVI

VISTAS OF NOVI

SPECIAL ASSESSMENT DISTRICT NO. 179

**RESOLUTION TO PROCEED WITH PREPARATION OF PLANS,
SPECIFICATIONS, AND COST ESTIMATE FOR A PROPOSED
SPECIAL ASSESSMENT DISTRICT**

(Resolution No. 1)

RECITATIONS:

The City Council has received petitions requesting construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties.

The proposed improvement (the "**Project**") includes repairs to and/or reconstruction of the base course of paving and utility infrastructure within the road right-of-way and the subsequent installation of the final wearing course of paving for the roadways consisting of approximately 895 lineal feet of Holmes Road, approximately 954 lineal feet of Hemmingway Drive and approximately 2060 lineal feet of Brownstone Drive located in Section 11 of the City which will provide a benefit to four hundred twenty-three (423) parcels which were included in the Vistas of Novi Planned Unit Development .

The City Council has reviewed the petition and desires to proceed with further review of the Project by having cost estimates and project plans prepared for the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The City Manager shall direct a registered professional engineer to prepare a preliminary plan for the Project, a cost estimate for the Project, an estimate of the life of the

Project, a description of the proposed special assessment district, and other pertinent information that will assist the City Council in determining whether to proceed with the Project, and to make a preliminary estimated cost, extent and necessity of the Project, including the portions to be paid by special assessments upon the properties that are especially benefited by the Project.

2. Upon completion, such information shall be filed with the Clerk along with the City Manager's recommendations with respect to the Project.

3. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of cost described above, shall be made for the Project, nor shall any improvements be commenced until the City Council confirms the special assessment roll to defray the costs of the Project.

AYES: Gatt, Staudt, Burke, Casey, Mutch, Wrobel (6)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Markham (1)

CERTIFICATION

It is hereby certified that the foregoing Resolution is a true and accurate copy of the Resolution adopted by the City Council of the City of Novi at a meeting duly called and held on the 19th day of December, 2016.

CITY OF NOVI

By Cortney Hanson
Cortney Hanson, Clerk