



CITY OF NOVI CITY COUNCIL
MARCH 9, 2026

SUBJECT: Approval to award engineering services to Spalding DeDecker for a Debris Management Feasibility Study in the amount of \$21,227.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The Lee BeGole Drive extension and reconfiguration for the construction of the Public Safety Campus will impact the outdoor storage space at the DPW site.
- The study will review DPW's storage needs and evaluate six available city-owned parcels for possible use for these purposes.

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	\$ 21,227
BUDGET General Fund 101-441.10-805.000	\$ 40,439
APPROPRIATION REQUIRED	\$ 0
FUND BALANCE IMPACT	\$ 0

BACKGROUND INFORMATION:

The Lee BeGole Drive extension and reconfiguration for Public Safety Campus will impact the outdoor storage space for debris management at the Department of Public Works site. Spalding DeDecker prepared a scope of services to review DPW's storage needs and to evaluate six available city-owned parcels for possible use for these purposes. The attached proposal outlines the detailed scope of services. The fee will be \$21,227, which is modified from the City's consultant fee table. The study will begin immediately after the award, with a final report expected this summer.

RECOMMENDED ACTION: Approval to award engineering services to Spalding DeDecker for a Debris Management Feasibility Study in the amount of \$21,227.

February 20, 2026
Revised March 2, 2026

Rebecca Runkle, PE
Engineering
City of Novi
26300 Lee BeGole Drive
Novi, Michigan 48375

**Re: Debris Management Feasibility
Study Proposal for Professional
Services**

Dear Rebecca:

Spalding DeDecker (SD) is pleased to provide the following proposal for feasibility study as discussed at our February 17th meeting.

Project Understanding

SD understands that the City is embarking on Public Safety campus relocation/expansion that will impact both Lee BeGole Drive as well as the Public Works (DPW) facility including the potential re-allocation of the current recycling area space adjacent to the DPW facility as well as the removal of DPW and Parks Department outdoor storage on the NE corner of Lee BeGole and 11 Mile Road. The City previously provided a “Wish List” of potential uses for a new location as well as including the necessities of the site from a functionality perspective. SD understands that the City has preliminarily identified a City-owned site that could potentially accommodate some, or all, of the proposed intended uses. In discussing the goals with the City, it became clear that a deeper dive into site selection, functionality, viability and logistics of the proposed improvements would benefit the City and provide a clearer path forward towards improvements within a specific site. The following is a breakdown of our proposed services with the above in mind:

Proposed Scope of Services

Existing Facility Review

- Recycling Center
 - Identify number of users/volume, peak delivery and pickup times, functionality and logistics of use for residential/commercial drop off as well as hauler pickup.
- DPW Facility
 - Amount and types of Outdoor Storage
 - Stored wood, debris, construction materials, and salt
 - Vehicular storage for DPW and Parks vehicles

- Real and/or perceived needs by DPW and Parks staff

Once we've identified the City's needs versus wants, SD can begin the site selection process with the top priorities in mind. This phase will include a narrative overview of each of the facilities with up to two (2) staff interviews per Department (four (4) total).

Site Selection

SD will provide a GIS overview map of the six (6) potential City owned parcels including the following:

- Treatment Access Plant
- West Park & West Road (Parcel 50-22-09-126-005)
- 43640 12 Mile Road
- 43755 Grand River Avenue
- Novi Road west of Gen Mar (Parcel 50-22-22-400-027 and -024)
- 49375 10 Mile Road

and will analyze each based on the following:

- Improvement Suitability
 - Environmental Review (desktop review) for wetlands, contaminated material, floodplain and County drain impacts
 - Topography improvements necessary based on SEMCOG contour data

This phase will include a narrative and exhibits highlighting the potentially suitable and unsuitable City-owned properties with a recommendation for site selection. The process will include up to three (3) review/coordination meetings and up to three (3) site selection GIS exhibits.

Concept Sketch

Once the site has been selected and proposed use needs are identified, SD will provide a high-level allocation of space concept sketch showing the minimum land use space for those needs overlaid on a GIS Aerial. SD intends to provide up to three (3) concepts based on the previous considerations.

Proposed Fees

SD typically provides a professional services fee based on the tables established as a part of our pre-qualification status with the City. The proposed services are most in-line with the "Other Types of Work" and a proposed detailed scope of work and detailed fee breakdown will be established. Based on the above scope of work and the attached detailed fee breakdown, SD is proposing the following Lump Sum fee:

Feasibility Study	\$21,227
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Project Schedule

The following summarizes the anticipated schedule for the project:

Milestone	Completed By
Council Award	3/9/2026
Existing Facility Review	3/16 – 3/30/2026
Site Selection Data Compilation	3/31 – 4/21/2026
Review Meeting	4/22/2026
Concept Sketches	4/23 – 5/7/2026
Final Deliverable	5/7/2026

Thank you for the opportunity to provide this proposal for Engineering Services. Please do not hesitate to contact me if you have any questions or comments regarding this submittal.

SPALDING DEDECKER ASSOCIATES, INC.



Angela Fortino
Senior Project Manager



Jeremy J. Schrot, PE
Sr. Vice President

Billing Tasks		Tasks by Quantity and Hours					Distribute Total Labor Hours							Final Proposal Fee for Billing Task (\$)		
Billing Task #	Billing Task Name	Line #	Sub-Task:	Notes:	Quantity (Ea)	Unit Hours (Hr)	Total Hours (Hr)	Employee Initials							Direct Task Labor Hours (Hr)	Direct Task Labor Fee (\$)
								JS Project Executive	AF Senior Project Manager	AL Project Manager	JP Associate Planner	LS Graduate Engineer +	RM Senior Mapping Specialist +			
200	Existing Facility Review	1	Recycling Center		1	12	12	\$240.00	\$220.00	\$197.00	\$132.00	\$118.00	\$155.00	12	\$1,760.00	BILLING TASK 200 Existing Facility Review \$5,808.00
		2	Department of Public Works		1	12	12		2		10			12	\$1,760.00	
		3	Staff Interviews		4	3	12		8		4			12	\$2,288.00	
		4	Billing Task Sub Totals		6	27	36	0	12	0	24	0	0	36	\$5,808.00	
210	Site Selection	5														BILLING TASK 210 Site Selection \$10,757.00
		6														
		7														
		8														
		9	Desktop Environmental Review		40	0.5	20			4		16		20	\$2,676.00	
		10	SEMCOG Contour Data Review		10	2	20			4		16		20	\$2,676.00	
220	Concept Sketch	11	Site Selection Exhibit		3	8	24		2		4		18	24	\$3,758.00	BILLING TASK 220 Concept \$4,662.00
		12	Review Meetings		3	3	9		3	3	3		9	\$1,647.00		
		13	Billing Task Sub Totals		56	13.5	73	0	5	11	7	32	18	73	\$10,757.00	
		14														
15	Space Allocation Concept Sketch		3	8	24			2		4	18	24	\$3,702.00	BILLING TASK 220 Concept \$4,662.00		
16	QA/QC		2	2	4		4				4	\$960.00				
17	Billing Task Sub Totals		5	10	28	4	2	0	0	4	18	28	\$4,662.00			
18																
Grand Totals									4	19	11	31	36	36	137	\$21,227.00