



**CITY OF NOVI CITY COUNCIL
DECEMBER 16, 2019**

SUBJECT: Consideration of approval to award engineering design services to OHM Advisors for the 2020 and 2021 Neighborhood Road Program (NRP) in the amount of \$242,000.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 121,000 NRP Design FY2020-21 <u>\$ 121,000 NRP Design FY2021-22</u> \$ 242,000 Total
AMOUNT BUDGETED	\$ 150,000 NRP Design FY2020-21 <u>\$ 150,000 NRP Design FY2021-22</u> \$ 300,000 Total
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	203-203.00-864.210 NRP Design FY2020-21 203-203.00-864.220 NRP Design FY2021-22

BACKGROUND INFORMATION: Each year the City selects residential streets for reconstruction, repaving, repair, and/or rehabilitation. The streets are selected based on Pavement Surface Evaluation and Ratings (PASER), staff's field observations, and residents' concerns. City staff worked with engineering consultant OHM Advisors to develop a list of potential streets for the 2020 and 2021 Neighborhood Road Program.

Similar to the 2018-2019 process, staff plans on bidding the program as a two (2) year contract. This should reduce costs by locking in the unit prices and capitalizing on economies of scale. A two(2) year contract lowers the overall effort of engineering services and allows for selection and prioritization of streets over multiple years. Specific streets and repairs will be determined during the design phase.

The design award of \$242,000 is based upon a total construction cost estimate over two (2) years of \$4.4 million, split between the concrete and asphalt programs. The proposed work is a mix of reconstruction, reclamation, and rehabilitation, so a median

fee percentage of 5.5% was selected from the fixed fee schedule established in the Agreement for Professional Engineering Services for Public Projects.

A public information meeting will be scheduled in spring of 2020 to inform residents of the program. The attached Scope of Design Services prepared by OHM Advisors provides additional details on the scope of services.

RECOMMENDED ACTION: Approval to award design engineering services to OHM Advisors for the 2020 and 2021 Neighborhood Road Program (NRP) in the amount of \$242,000.



December 6, 2019

Mr. Jeffrey Herczeg
Director of Public Works
City of Novi - Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375

**RE: Scope of Design Services
2020-2021 Neighborhood Road Program**

Dear Mr. Herczeg:

Per your request, the following outlines our proposed scope of services and fee to perform a design, cost estimate and prepare bidding documents to reconstruct and rehabilitate numerous local roads throughout the City. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

It is our understanding that the City of Novi plans to continue with its annual neighborhood road program. The roads selected for the 2020 and 2021 program are based on the City budgeted funds and recommendations from DPW staff as well as the Road Report prepared by OHM. A mix of both concrete and asphalt roads will be reconstructed and rehabilitated based upon the best fix for each individual road.

The contract documents for the proposed work will be prepared in both log and traditional format. Topographic survey work is proposed for all intersections where pedestrian facilities will need to be updated to be in compliance with ADA standards, road locations where a full reconstruct is deemed necessary, or areas where significant curb repair is anticipated or drainage problems.

SCOPE OF SERVICES

The following outlines our work plan to accomplish the scope of services for this project as noted above:

- Attend pre-design meeting with the City to discuss road selection, project approach and schedule.
- Notify all known utility agencies through the MISS DIG system of the proposed work within the project limits. Check for conflicts and coordinate relocations as needed.
- Conduct a survey (log) of the existing roadways to be utilized in preparation of the contract documents.
- Complete topographic survey collection of the sidewalk ramp areas and roadway as needed.
- Perform a site review to identify elements that are sensitive to project which includes driveway locations, access issues, geometric deficiencies, drainage features, and utility facilities within the project area.
- Perform topographic survey of the site and prepare existing conditions plans.
- Attend one meeting with the City to review the existing conditions of the site to finalize proposed improvements.
- Prepare preliminary design plans and specifications with necessary details.
- Coordinate with the Geotechnical Engineer to develop typical pavement sections for the project.



- Prepare technical specifications and method of payment entailing materials, equipment, and labor necessary to perform the work.
- Compute preliminary quantities and prepare a preliminary Engineer’s Opinion of Probable Construction Cost.
- Attend two meetings with the City to review the plans and specifications and address any requested revisions.
- Assist the City with coordination of utilities found in the area that may have impacts during construction.
- Coordinate with City staff and other interested parties to prepare a Construction Work Zone plan.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Prepare final design plans, specifications and bidding documents with details.
- If required, assist the City with advertising and soliciting bids, printing and distributing bidding documents to interested bidders, tabulate and review the bids, check contractor references and provide a recommendation of the award of the project construction to a qualified contractor.

ASSUMPTIONS

The following summarizes our assumptions associated with this proposal:

- The City has all property/easements required for the project and no additional property/easements will need to be acquired.
- Geotechnical services are anticipated to be required for design and construction of this project but are not included in our scope of work.
- The City will be responsible for all permit application fees and permit fees.
- We do not anticipate remediation or removal of contaminated or hazardous soils or materials.

SCHEDULE

The following outlines our anticipated schedule milestones of main tasks related to this work:

- 50% plans – January 30, 2020
- 100% plans – February 30, 2020
- Prepare Plans and Specifications for Bid – March 2020
- Prepare Bid Recommendation for Council Award – March 2020
- Public Meeting – April 2020
- Begin Construction – May/June 2020

FEE

The proposed design fee for the above work per the 2017-2022 Engineering Fee Table is two hundred forty-two thousand dollars (\$242,000) based upon a total construction cost over two years of \$4,400,000. Because the proposed work is a mixture of reconstruction, reclamation and road rehabilitation the selected rate for the design phase is 5.5%. The fee breakdown is as follows:

	Construction Cost*		Design Fee
Concrete Program	\$ 2,278,572.00	5.50%	\$125,321.46
Asphalt Program	\$ 2,121,428.00	5.50%	\$116,678.54
Total NRP	\$ 4,400,000.00		\$242,000.00

*Estimated construction amount calculated without contingency applied



Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to working with you on this project.

Sincerely,
OHM Advisors

Authorization to Proceed

Timothy J. Juidici, P.E.
Principal-in-Charge

Signature Date

Printed Name Title

cc: Ben Croy, City Engineer
Aaron Staup, Construction Engineer
Andrew Cousino, OHM
File

2020-2021 NRP Attachment A

DESIGN

		<u>Estimated Cost</u>
Design Engineering	5.5%	\$242,000.00
ROW Acquisition		\$0.00
Geotechnical Desi	0.9%	\$39,600.00
Other		\$0.00
Contingency	10%	\$28,160.00
Sub-Total		\$309,760.00

CONSTRUCTION

Construction Contractor		\$4,400,000.00
Construction Engin	4%	\$176,000.00
Crew Days	200	\$140,000.00
Material Testing	1.9%	\$83,600.00
Other		\$0.00
Contingency	10%	\$479,960.00
Sub-Total		\$5,279,560.00

Grand Total **\$5,589,320.00**

\$5,600,000.00 Current CIP Budget