



CITY OF NOVI CITY COUNCIL
SEPTEMBER 9, 2024

SUBJECT: Approval of the recommendation from the Consultant Review Committee to renew Orchard, Hiltz & McCliment (OHM) Advisors Contract for Professional Services for three years.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- City engineering consultant, OHM Advisors, has a contract up for renewal.
- Staff and the Consultant Review Committee recommend renewing the contract for 3 years.

BACKGROUND INFORMATION:

The City uses three pre-qualified consultants, AECOM, Spalding DeDecker, and Orchard Hiltz & McCliment (OHM) Advisors, under a common fee schedule to provide professional civil engineering services for public projects. The design phase and construction phase services provided by these consultants are necessary for the implementation of the City's Capital Improvement Program.

In 2022, the Consultant Review Committee and Engineering staff recommended extending OHM's contract by two years, with three one-year renewal options. The attached memo, which provides more background information, was brought to the Consultant Review Committee at their June 10, 2024 meeting. Based on OHM's performance and their ongoing commitment to provide quality engineering services to the City, the Engineering Division and the Consultant Review Committee recommend extending OHM's contract for three years, or until December 18, 2027.

RECOMMENDED ACTION: Approval of the recommendation from the Consultant Review Committee to renew Orchard, Hiltz & McCliment (OHM) Advisors Contract for Professional services for three years.

MEMORANDUM



TO: CONSULTANT REVIEW COMMITTEE
FROM: JEFFREY HERCZEG, DIRECTOR OF PUBLIC WORKS
SUBJECT: PUBLIC CIVIL ENGINEERING CONSULTANT SERVICES
CONTRACT RENEWAL FOR ORCHARD, HILTZ & MCCLIMENT
DATE: JUNE 10, 2024

The City uses three pre-qualified consultants (AECOM, Spalding DeDecker, and Orchard Hiltz & McCliment) under a common fee schedule to provide professional civil engineering services for public projects. The design phase and construction phase services provided by these consultants are necessary for the implementation of the City's Capital Improvement Program.

With today's economic uncertainty regarding services and their related costs, staff recommended taking advantage of the existing agreements with these three firms. The Novi-specific knowledge and experience these firms have gained over the last 10 years provides a tremendous benefit to staff members who interact with them daily.

At the Consultant Review Committee (CRC) meeting on May 2, 2022, the Engineering Division recommended the extension of the 2017-22 contracts for another five years (or until December 18, 2027). Based on feedback from the CRC during the meeting regarding current **Exhibit A** percentage increases and performance of one firm (OHM) on one project (Nine Mile Gravity Relief Sanitary Sewer), staff provided the following recommendations for each consultant's contract extension:

- Five-year extension for AECOM and Spalding DeDecker
- Two-year extension for OHM Advisors, with three one-year renewal options

Given the circumstances with OHM Advisors (specific to the Nine Mile Gravity Sewer Project, over budget and taking longer than anticipated) staff recommended a two-year extension with three one-year extension options. The two-year extension allowed incremental performance evaluation from the CRC without interruption or redistribution of CIP projects initiated or in the queue. Additionally further investigation of the Nine Mile Sewer project did not indicate errors in engineering design and execution. A second study by Spalding DeDecker confirmed there were no ecological or environmental impacts resulting from the Nine Mile Sewer project.

OHM engineering performance was exceptional after the May 2022 contract extension regarding the following projects:

Taft Road (10 Mile to City Limits) & 9 Mile Roundabout	Final construction of the contract was completed in August of 2023.
Safe Routes To School	Final Construction of the contract with MDOT was completed in June of 2023.
Howell's Sub Water Main, Paving and Sanitary Sewer Improvements	Final construction and pay was approved by City Council on February 4, 2024.
Sanitary Sewer Master Plan	Completed in January 2023.
Streambank Stabilization of Middle Rouge (10 Mile to Novi Rd)	Assessment and conceptual design completed in March of 2023.
Middle Rouge Streambank Stabilization and Meadowbrook Lake Dredging	Construction completed in May of 2024, minus some minor punch list items.
8 Mile/Garfield Pump Station	Completed construction in May of 2024.
West Park Booster Station Improvements	All work completed in 2022.
Westminster Water Main Rehab	Construction completed, minus punch list work in November of 2023.

The following projects are currently in progress or design:

Wixom Road Rehabilitation	Construction over halfway complete.
Jessica's Splash Pad	Construction complete and open to the public on Saturday, May 25, 2024.
West Park Rehabilitation (12 Mile Rd to Pontiac Trail)	Design 2024, construct 2025
13 Mile Road (M5 – Haggerty Rd)	Design 2024, construct 2025
SW Watermain Loop (8 Mile/Napier)	Design awarded

Based on evaluation and performance staff recommends extending OHM Advisors contract for one, two, or three years (three years aligns with other contracts) to be determined by the CRC.

EXHIBIT A - 2022-2027 ENGINEERING FEES

COST OF CONSTRUCTION From To		ROAD RECONSTRUCTION		ROAD RECLAMATION		ROAD REHABILITATION		NON-MOTORIZED (SIDEWALKS, PATHWAYS & TRAILS)	
		Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)
\$ -	\$ 50,000	12.25%	8.75%	11.75%	8.25%	10.75%	7.25%	14.75%	10.25%
\$ 50,001	\$ 75,000	12.00%	8.25%	11.50%	8.00%	10.00%	7.00%	14.25%	9.75%
\$ 75,001	\$ 100,000	11.50%	8.25%	11.00%	7.75%	9.50%	7.00%	14.00%	9.50%
\$ 100,001	\$ 125,000	11.00%	8.00%	10.25%	7.50%	9.00%	6.50%	13.50%	9.25%
\$ 125,001	\$ 150,000	10.50%	8.00%	9.75%	7.50%	8.75%	6.25%	13.00%	9.00%
\$ 150,001	\$ 200,000	10.00%	8.00%	9.50%	7.50%	8.50%	6.25%	12.50%	9.00%
\$ 200,001	\$ 300,000	9.75%	7.50%	9.00%	7.00%	8.00%	5.75%	11.25%	8.25%
\$ 300,001	\$ 400,000	9.25%	7.50%	8.50%	6.75%	7.50%	5.50%	10.50%	8.25%
\$ 400,001	\$ 500,000	8.75%	7.00%	8.00%	6.25%	7.00%	5.00%	10.00%	8.25%
\$ 500,001	\$ 750,000	8.00%	6.75%	7.00%	5.75%	6.25%	4.25%	9.50%	8.00%
\$ 750,001	\$ 1,000,000	7.25%	6.25%	6.50%	5.25%	5.50%	3.50%	9.00%	7.25%
\$ 1,000,001	\$ 2,000,000	6.50%	5.50%	6.00%	4.50%	5.00%	3.00%	8.50%	6.75%
\$ 2,000,001	and greater	6.25%	4.75%	5.50%	4.00%	4.50%	2.75%	8.00%	6.00%

COST OF CONSTRUCTION From To		WATER MAIN CONSTRUCTION		SANITARY/STORM SEWER CONSTRUCTION		UNDERGROUND UTILITY REHABILITATION		TRAFFIC SIGNALS	
		Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)	Design Phase (% Construction)	Contract Admin (% Construction)
\$ -	\$ 50,000	11.50%	8.75%	12.25%	8.75%	10.00%	7.00%	14.50%	7.50%
\$ 50,001	\$ 75,000	11.00%	8.25%	11.75%	8.25%	9.25%	6.75%	13.50%	7.00%
\$ 75,001	\$ 100,000	10.25%	8.00%	11.25%	8.00%	8.75%	6.75%	11.25%	7.00%
\$ 100,001	\$ 125,000	9.75%	7.50%	11.00%	7.50%	8.25%	6.25%	10.25%	6.75%
\$ 125,001	\$ 150,000	9.25%	7.25%	10.50%	7.50%	7.50%	6.25%	9.00%	6.50%
\$ 150,001	\$ 200,000	8.50%	7.00%	10.00%	7.00%	7.00%	6.25%	8.25%	6.00%
\$ 200,001	\$ 300,000	8.00%	6.75%	9.50%	6.75%	6.25%	5.75%	7.50%	5.75%
\$ 300,001	\$ 400,000	7.50%	6.75%	9.25%	6.75%	5.75%	5.50%	7.00%	5.50%
\$ 400,001	\$ 500,000	7.50%	6.75%	9.00%	6.75%	5.00%	5.00%	6.50%	5.50%
\$ 500,001	\$ 750,000	7.00%	6.00%	8.75%	6.00%	4.50%	4.75%	6.00%	5.00%
\$ 750,001	\$ 1,000,000	6.75%	5.50%	8.50%	5.50%	4.25%	4.50%	5.50%	5.00%
\$ 1,000,001	\$ 2,000,000	6.50%	5.00%	8.00%	5.00%	4.00%	4.00%	5.00%	4.50%
\$ 2,000,001	and greater	6.25%	4.50%	7.75%	4.50%	3.75%	3.50%	4.75%	4.50%

Other types of Work:

	Per/Costs	
Legal Descriptions and Exhibits	\$ 850.00	per property in addition to those included in base scope
Survey Crew (for miscellaneous work)	\$ 180.00	per hour all inclusive
Biennial Bridge Inspections (per MDOT requirements)	\$ 925.00	per bridge (ten bridges total)
Dam Inspections (per MDEQ/MDNR requirements)	\$ 1100.00	per dam (four regulated dams total)
PASER Pavement Management (map and ranking update)	\$ 7600.00	per year (City-wide for all publicly owned roadways)
Concrete Panel Replacement (CPR) Program Prioritization	\$ 6800.00	per year (City-wide for all publicly owned residential streets)
Non-Motorized Pathway Management & Maintenance Plan	\$ 7900.00	per year (City-wide within publicly owned right-of-ways)
Grant Writing (research, writing, reporting & applying)	\$ 140.00	per hour all inclusive
Parking Lot Management & Maintenance Plan Update	\$ 6150.00	per year (City-owned parking lots)
General Consulting (Engineer)	\$ 125.00	per hour all inclusive
General Consulting (Senior Engineer)	\$ 175.00	per hour all inclusive
Inspection Crew Day (per Exhibit B requirements)	\$ 800.00	per crew day

MDOT LAP Projects

Add 0.50% Design
Add 0.75% CA

Notes:

- Design fees are determined by multiplying the construction cost estimate by the % fee shown in the above tables.
- Contract Administration fees are determined by multiplying the contractor's bid by the % fee shown in the above tables.
- Inspection fees are determined by multiplying the number of crew days provided by the contractor in the bid by the cost per crew day as defined above.
- See the Request for Proposals and Request for Qualifications regarding the specific scope of services included under each fee and for any exclusions (i.e. work performed by City staff as part of the project).
- All percentages and fees shall be considered 'all-inclusive'.