



**CITY OF NOVI CITY COUNCIL**  
**JUNE 20, 2022**

**SUBJECT:** Approval of recommendation from the Consultant Review Committee to extend the Agreements for Professional Engineering Services to, AECOM – Great Lakes (public projects) and Spalding DeDecker (private projects), for a period of five years and Orchard, Hiltz and McCliment (public projects) for a period of two years, effective December 18, 2022.

**SUBMITTING DEPARTMENT:** Department of Public Works, Engineering Division

**BACKGROUND INFORMATION:**

The City currently uses three pre-qualified consultants to provide professional engineering services for public projects. The design phase and the construction phase services provided by these consultants are necessary for the implementation of the City's Capital Improvements Program. The current agreements for Public Project Engineering Services were awarded to Orchard, Hiltz & McCliment (OHM); Spalding DeDecker, and AECOM – Great Lakes (formerly URS Corporation) on December 18, 2017. The agreement contained a five-year term (through December 18, 2022).

With the expiration of the current consulting agreements this December, the Engineering Division approached the Consultant Review Committee with a request to extend the agreement for another five (5) years. With today's economic uncertainty regarding services and their related costs, staff recommended taking advantage of the existing agreements with these three firms for their Novi-specific knowledge and experience they gained over the last 10 years which provides a tremendous benefit to staff members who interact with them daily.

These agreement proposals were initiated by offering each firm the opportunity to revisit the current 2017-2022 Fee Schedule (attached as Exhibit A) and provide updated fixed percentages and costs as it reasonably related to current conditions and inflation rates. Generally, all three firms returned with requested fee changes in relatively close approximation to each other. Staff averaged the cell values of each firm's submission and rounded up to the nearest one-quarter percent (0.25%). This resulted in the averaged and rounded Proposed Fee Schedule attached as Exhibit B.

The attached Exhibit B shows the common fees that were developed following discussions with each firm. Staff recommends and the consultants have agreed to the new fee structure with the following highlights below (see attached Exhibit B for additional detail):

- Crew day costs for construction inspection are recommended to increase from \$700 per eight-hour day to \$800 per eight-hour day to reflect increases in costs since 2017.
- Fees were slightly increased and standardized for the three consultants for legal descriptions, survey crews, bridge inspections, dam inspections, PASER pavement management, concrete panel replacement (CPR) prioritization, non-motorized pathway management plans, grant writing, parking lot management, and general consulting.
- Depending on consultant staff expertise in grant writing and general consulting, a new line item was added to include a higher fee, if the consultant were to utilize a principal or senior engineer. This fee will be determined by the City Engineer for each case.
- Increases (approximately one-half percent or 0.5%) were added to the "Non-Motorized" work category, for both the design and construction phases due to their high degree of complexity and coordination efforts.

Engineering presented the list of firms and the recommended fee structure to the Consultant Review Committee on June 6, 2022. The committee provided a positive recommendation to extend the current contract agreements with the two firms (AECOM and Spaulding DeDecker) for an additional five years and a two year extension for OHM.

The revised Agreement for Professional Engineering Services for Public Projects will be provided to each consultant for re-execution as a general agreement. Each consultant will submit a specific scope and fee as determined by the fee schedule or a proposal if the project is not included in the standard fee schedule.

**RECOMMENDED ACTION:** Approval of recommendation from the Consultant Review Committee to extend the Agreements for Professional Engineering Services to, AECOM – Great Lakes (public projects) and Spaulding DeDecker (private projects), for a period of five years and Orchard, Hiltz and McCliment (public projects) for a period of two years, with amendments prepared by City Attorney and reviewed and approved by the City Manager, effective December 18, 2022.

## EXHIBIT "A" - CURRENT 2017-2022

### ENGINEERING FEE SCHEDULE

| COST OF CONSTRUCTION<br>From To |              | ROAD RECONSTRUCTION              |                                    | ROAD RECLAMATION                 |                                    | ROAD REHABILITATION              |                                    | NON-MOTORIZED<br>(SIDEWALKS, PATHWAYS & TRAILS) |                                    |
|---------------------------------|--------------|----------------------------------|------------------------------------|----------------------------------|------------------------------------|----------------------------------|------------------------------------|---|------------------------------------|
|                                 |              | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)                | Contract Admin<br>(% Construction) |
| \$ -                            | \$ 50,000    | 12.25%                           | 8.75%                              | 11.75%                           | 8.25%                              | 10.75%                           | 7.25%                              | 14.50%  | 9.25%                              |
| \$ 50,001                       | \$ 75,000    | 12.00%                           | 8.25%                              | 11.50%                           | 8.00%                              | 10.00%                           | 7.00%                              | 13.75%  | 8.75%                              |
| \$ 75,001                       | \$ 100,000   | 11.50%                           | 8.25%                              | 11.00%                           | 7.75%                              | 9.50%                            | 7.00%                              | 13.50%  | 8.50%                              |
| \$ 100,001                      | \$ 125,000   | 11.00%                           | 8.00%                              | 10.25%                           | 7.50%                              | 9.00%                            | 6.50%                              | 13.00%  | 8.25%                              |
| \$ 125,001                      | \$ 150,000   | 10.50%                           | 8.00%                              | 9.75%                            | 7.50%                              | 8.75%                            | 6.25%                              | 12.50%  | 7.75%                              |
| \$ 150,001                      | \$ 200,000   | 10.00%                           | 8.00%                              | 9.50%                            | 7.50%                              | 8.50%                            | 6.25%                              | 12.00%  | 7.75%                              |
| \$ 200,001                      | \$ 300,000   | 9.75%                            | 7.50%                              | 9.00%                            | 7.00%                              | 8.00%                            | 5.75%                              | 10.75%  | 7.25%                              |
| \$ 300,001                      | \$ 400,000   | 9.25%                            | 7.50%                              | 8.50%                            | 6.75%                              | 7.50%                            | 5.50%                              | 10.00%  | 7.25%                              |
| \$ 400,001                      | \$ 500,000   | 8.75%                            | 7.00%                              | 8.00%                            | 6.25%                              | 7.00%                            | 5.00%                              | 9.50%   | 7.25%                              |
| \$ 500,001                      | \$ 750,000   | 8.00%                            | 6.75%                              | 7.00%                            | 5.75%                              | 6.25%                            | 4.25%                              | 9.00%   | 7.00%                              |
| \$ 750,001                      | \$ 1,000,000 | 7.25%                            | 6.25%                              | 6.50%                            | 5.25%                              | 5.50%                            | 3.50%                              | 8.50%   | 6.25%                              |
| \$ 1,000,001                    | \$ 2,000,000 | 6.50%                            | 5.50%                              | 6.00%                            | 4.50%                              | 5.00%                            | 3.00%                              | 8.00%   | 5.75%                              |
| \$ 2,000,001                    | and greater  | 6.25%                            | 4.75%                              | 5.50%                            | 4.00%                              | 4.50%                            | 2.75%                              | 7.50%   | 5.00%                              |

| COST OF CONSTRUCTION<br>From To |              | WATER MAIN CONSTRUCTION          |                                    | SANITARY/STORM SEWER CONSTRUCTION |                                    | UNDERGROUND UTILITY REHABILITATION |                                    | TRAFFIC SIGNALS                  |                                    |
|---------------------------------|--------------|----------------------------------|------------------------------------|-----------------------------------|------------------------------------|------------------------------------|------------------------------------|----------------------------------|------------------------------------|
|                                 |              | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)  | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)   | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% 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                           | \$ 670    | per property in addition to those included in base scope        |
| Survey Crew (for miscellaneous work)                      | \$ 155    | per hour all inclusive  |
| Biennial Bridge Inspections (per MDOT requirements)       | \$ 850    | per bridge (ten bridges total)                                  |
| Dam Inspections (per MDEQ/MDNR requirements)              | \$ 1025   | per dam (four regulated dams total)                             |
| PASER Pavement Management (map and ranking update)        | \$ 6700   | per year (City-wide for all publicly owned roadways)            |
| Concrete Panel Replacement (CPR) Program Prioritization   | \$ 6500   | per year (City-wide for all publicly owned residential streets) |
| Non-Motorized Pathway Management & Maintenance Plan       | \$ 7600   | per year (City-wide within publicly owned right-of-ways)        |
| * Grant Writing (research, writing, reporting & applying) | \$ 110    | per hour all inclusive  |
| Parking Lot Management & Maintenance Plan Update          | \$ 5200   | per year (City-owned parking lots)                              |
| * General Consulting (for miscellaneous work)             | \$ 115    | per hour all inclusive  |
| Inspection Crew Day (per Exhibit B requirements)          | \$ 700    | per crew day  |

**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'.
- \* - Depending on consultant staff expertise needed, fee may be increased at the discretion of the City Engineer.

## EXHIBIT "B" - PROPOSED 2022-2027

FIRM NAME: \_\_\_\_\_

### ENGINEERING FEES

| COST OF CONSTRUCTION<br>From To |              | ROAD RECONSTRUCTION              |                                    | ROAD RECLAMATION                 |                                    | ROAD REHABILITATION              |                                    | NON-MOTORIZED<br>(SIDEWALKS, PATHWAYS &<br>TRAILS) |                                    |
|---------------------------------|--------------|----------------------------------|------------------------------------|----------------------------------|------------------------------------|----------------------------------|------------------------------------|--|------------------------------------|
|                                 |              | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)                   | Contract Admin<br>(% Construction) |
| \$ -                            | \$ 50,000    | 12.25%                           | 9.00%                              | 11.75%                           | 8.75%                              | 10.75%                           | 8.00%                              | 14.75%   | 10.25%                             |
| \$ 50,001                       | \$ 75,000    | 12.00%                           | 8.50%                              | 11.50%                           | 8.25%                              | 10.00%                           | 7.75%                              | 14.25%   | 9.75%                              |
| \$ 75,001                       | \$ 100,000   | 11.50%                           | 8.50%                              | 11.00%                           | 8.25%                              | 9.50%                            | 7.75%                              | 14.00%   | 9.50%                              |
| \$ 100,001                      | \$ 125,000   | 11.00%                           | 8.25%                              | 10.25%                           | 8.00%                              | 9.00%                            | 7.25%                              | 13.50%   | 9.25%                              |
| \$ 125,001                      | \$ 150,000   | 10.50%                           | 8.25%                              | 9.75%                            | 8.00%                              | 8.75%                            | 7.00%                              | 13.00%   | 9.00%                              |
| \$ 150,001                      | \$ 200,000   | 10.00%                           | 8.25%                              | 9.50%                            | 8.00%                              | 8.50%                            | 7.00%                              | 12.50%   | 9.00%                              |
| \$ 200,001                      | \$ 300,000   | 9.75%                            | 7.75%                              | 9.00%                            | 7.25%                              | 8.00%                            | 6.50%                              | 11.25%   | 8.25%                              |
| \$ 300,001                      | \$ 400,000   | 9.25%                            | 7.75%                              | 8.50%                            | 7.25%                              | 7.75%                            | 6.25%                              | 10.50%   | 8.25%                              |
| \$ 400,001                      | \$ 500,000   | 8.75%                            | 7.25%                              | 8.00%                            | 6.75%                              | 7.00%                            | 5.75%                              | 10.00%   | 8.25%                              |
| \$ 500,001                      | \$ 750,000   | 8.00%                            | 7.00%                              | 7.00%                            | 6.25%                              | 6.25%                            | 5.00%                              | 9.50%  | 8.00%                              |
| \$ 750,001                      | \$ 1,000,000 | 7.25%                            | 6.50%                              | 6.50%                            | 5.75%                              | 5.50%                            | 4.25%                              | 9.00%  | 7.25%                              |
| \$ 1,000,001                    | \$ 2,000,000 | 6.75%                            | 5.75%                              | 6.00%                            | 5.25%                              | 5.25%                            | 3.75%                              | 8.50%  | 6.75%                              |
| \$ 2,000,001                    | and greater  | 6.50%                            | 5.00%                              | 5.50%                            | 4.50%                              | 4.75%                            | 3.50%                              | 8.00%  | 6.00%                              |

| COST OF CONSTRUCTION<br>From To |              | WATER MAIN CONSTRUCTION          |                                    | SANITARY/STORM SEWER<br>CONSTRUCTION |                                    | UNDERGROUND UTILITY<br>REHABILITATION |                                    | TRAFFIC SIGNALS                  |                                    |
|---------------------------------|--------------|----------------------------------|------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|------------------------------------|----------------------------------|------------------------------------|
|                                 |              | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)     | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction)      | Contract Admin<br>(% Construction) | Design Phase<br>(% Construction) | Contract Admin<br>(% Construction) |
| \$ -                            | \$ 50,000    | 11.50%                           | 9.00%                              | 12.25%                               | 9.00%                              | 10.00%                                | 7.25%                              | 14.50%                           | 8.25%                              |
| \$ 50,001                       | \$ 75,000    | 11.00%                           | 8.50%                              | 11.75%                               | 8.50%                              | 9.25%                                 | 7.00%                              | 13.50%                           | 7.75%                              |
| \$ 75,001                       | \$ 100,000   | 10.25%                           | 8.25%                              | 11.25%                               | 8.25%                              | 8.75%                                 | 7.00%                              | 11.25%                           | 7.75%                              |
| \$ 100,001                      | \$ 125,000   | 9.75%                            | 7.75%                              | 11.00%                               | 7.75%                              | 8.25%                                 | 6.50%                              | 10.25%                           | 7.50%                              |
| \$ 125,001                      | \$ 150,000   | 9.25%                            | 7.75%                              | 10.50%                               | 7.75%                              | 7.50%                                 | 6.50%                              | 9.00%                            | 7.25%                              |
| \$ 150,001                      | \$ 200,000   | 8.50%                            | 7.25%                              | 10.00%                               | 7.25%                              | 7.00%                                 | 6.50%                              | 8.25%                            | 6.75%                              |
| \$ 200,001                      | \$ 300,000   | 8.00%                            | 7.00%                              | 9.50%                                | 7.00%                              | 6.25%                                 | 6.00%                              | 7.50%                            | 6.25%                              |
| \$ 300,001                      | \$ 400,000   | 7.50%                            | 7.00%                              | 9.25%                                | 7.00%                              | 5.75%                                 | 5.75%                              | 7.00%                            | 6.00%                              |
| \$ 400,001                      | \$ 500,000   | 7.50%                            | 7.00%                              | 9.00%                                | 7.00%                              | 5.00%                                 | 5.25%                              | 6.50%                            | 6.00%                              |
| \$ 500,001                      | \$ 750,000   | 7.00%                            | 6.25%                              | 8.75%                                | 6.25%                              | 4.50%                                 | 5.00%                              | 6.00%                            | 5.50%                              |
| \$ 750,001                      | \$ 1,000,000 | 6.75%                            | 5.75%                              | 8.50%                                | 5.75%                              | 4.25%                                 | 5.00%                              | 5.50%                            | 5.50%                              |
| \$ 1,000,001                    | \$ 2,000,000 | 6.75%                            | 5.25%                              | 8.00%                                | 5.25%                              | 4.00%                                 | 4.25%                              | 5.00%                            | 5.00%                              |
| \$ 2,000,001                    | and greater  | 6.50%                            | 4.75%                              | 7.75%                                | 4.75%                              | 3.75%                                 | 3.75%                              | 4.75%                            | 5.00%                              |

**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'.
- \* - Depending on consultant staff expertise needed, fee may be increased at the discretion of the City Engineer.