



CITY of NOVI CITY COUNCIL

Agenda Item I
February 26, 2018

SUBJECT: Approval to award civil engineering services to OHM Advisors (Orchard, Hiltz & McCliment) to prepare design plans and specifications associated with the rehabilitation of the bridges located at Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad, for a fee of \$35,000.00.

SUBMITTING DEPARTMENT: Department of Public Services, Engineering Division

CITY MANAGER APPROVAL: 

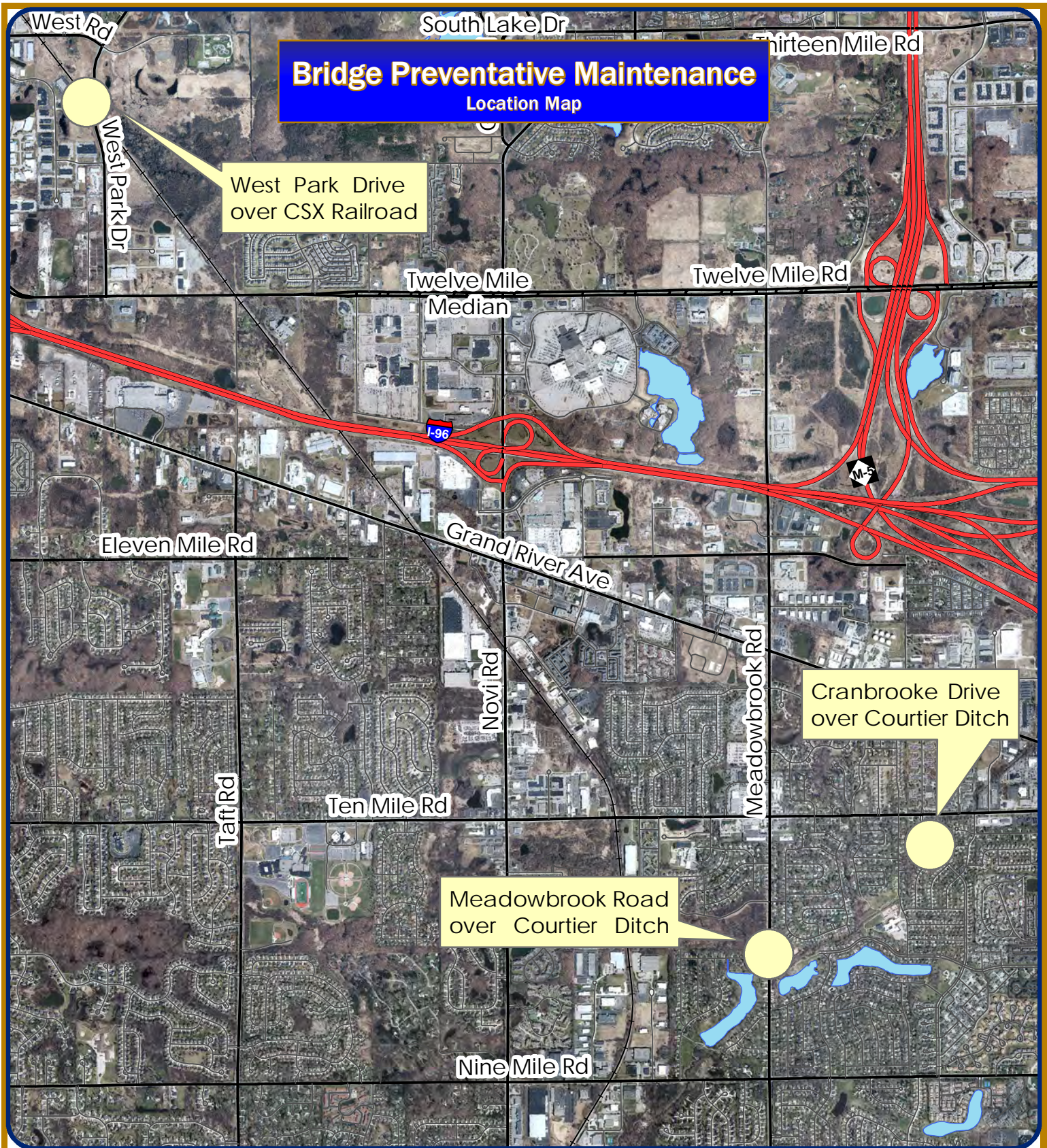
EXPENDITURE REQUIRED	\$ 35,000.00
AMOUNT BUDGETED	\$ 125,000.00
LINE ITEM NUMBER	204-204.00-865.147

BACKGROUND INFORMATION:

The Michigan Department of Transportation (MDOT)'s Local Bridge Advisory Board has approved the recommendation by the Regional Bridge Council to select the bridges located at Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad for inclusion in the Local Bridge Program (MDOT letter of intent, Keith Cooper, November 20, 2017). Each Regional Bridge Council has created a three-year bridge plan, and the bridges selected were scheduled to have funding available in the 2020 fiscal year. The City has made arrangements with MDOT to move funding to the 2019 fiscal year in order to take advantage of the lower costs associated with construction and to rehabilitate the bridges sooner rather than later.

OHM Advisors (OHM) will be assisting the Engineering Division with the design engineering services for this project. Since there is not 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 worked and the services provided in the scope of services on the proposal. The design fee for this project will be \$35,000 per OHM's proposal dated February 1, 2018.

RECOMMENDED ACTION: Approval to award civil engineering services to OHM Advisors (Orchard, Hiltz & McCliment) to prepare design plans and specifications associated with the rehabilitation of the bridges located at Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad, for a fee of \$35,000.00.



Bridge Preventative Maintenance

Location Map

West Park Drive
over CSX Railroad

Cranbrooke Drive
over Courtier Ditch

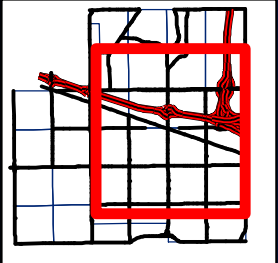
Meadowbrook Road
over Courtier Ditch

Map Author: Joseph Akers
 Date: February 8, 2018
 Project: Bridge Preventative Maintenance
 Version #: 1.1

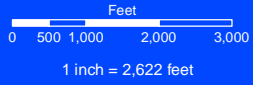
Amended By:
 Date:
 Department:

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 332 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Bridge Rehabilitation Locations



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





February 1, 2018

Mr. George Melistas
Engineering Senior Manager
City of Novi
Field Services Complex
Department of Public Services
26300 Lee BeGole Drive
Novi, MI 48375

Subject: Bridge Preventative Maintenance Design Services

Dear Mr. Melistas:

OHM Advisors understands that the City of Novi has been awarded funding through the Local Bridge Program for Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad, under the multiple preventative maintenance category. The following proposal is for design services to prepare plans and specifications in order to submit design plans for these three bridge through the MDOT LAP program.

SCOPE OF SERVICE

OHM Advisors will prepare design plans and specifications for Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad to be submitted as a single project. The following is a list of what is included and anticipated in the scope for this project in alignment with the work items outlined in the applications which were submitted for funding:

- Prepare design and maintenance of traffic plans for the repair work on each structure.
 - Meadowbrook – Epoxy overlay, approach pavement work, resealing end joints, approach sidewalk work, MOT.
 - Cranbrooke – Concrete deck patching, resealing end joints, waterproofing membrane, approach pavement work, median paving, resealing deck joints, MOT
 - West Park – Epoxy overlay, resealing bridge joints, pier repair, railing repair, guardrail anchorage work, approach patching, approach sidewalk patching, MOT.
- Prepare any necessary special provisions. It is anticipated that the West Park structure will require unique special provisions regarding railroad flagging.
- Separate cost estimates for each of the three bridges.
- Obtain clearance letters from MDEQ for the two structures over water.
- Submit one set of 80% plans to the City for review prior to the grade inspection submittal
- Attend one Grade Inspection meeting with MDOT LAP review staff.
- Utility coordination



SCHEDULE

We anticipate a summer 2019 construction for this project. We anticipate the following schedule for this project:

- September 2018 - 80% submittal to City
- October 2018 - Grade Inspection and program application submittal to MDOT LAP
- November 2018 - Anticipated Grade Inspection meeting
- December 2018 - Final package submitted to MDOT LAP
- April 2019 – MDOT LAP Letting
- June 2019 – Start construction

EXCLUSIONS

We are not anticipating the following items of work and are therefore excluded from this scope of services:

- Hydraulic modeling
- State Historic Preservation Office clearance application
- Geotechnical services

COMPENSATION

The services outlined above will be performed on a lump-sum basis, for a total fee of thirty five thousand dollars (\$35,000.00). This amount is based on the assumptions listed above. The City will be invoiced for services on a monthly basis according to our percent complete on the project.

The current project cost opinion is \$490,000.

FURTHER CLARIFICATIONS AND ASSUMPTIONS

If any additional professional services not specifically described in the scope of work are requested by the City of Novi, OHM Advisors will provide a separate proposal for said services, prior to conducting any additional services.

We thank you for the opportunity to provide professional engineering services to the City of Novi. If you have any questions or require additional information, please do not hesitate to contact me or Tim Juidici.

Sincerely,
OHM Advisors

Adam Rychwalski, PE
Structures Project Engineer

cc: Jim Stevens, PE, OHM
Tim Juidici, PE, OHM



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

November 20, 2017

Mr. George Melistas, Engineering Senior Manager
City of Novi
26300 Lee BeGole Drive
Novi, Michigan 48375

Dear Mr. Melistas:

The Michigan Department of Transportation (MDOT) is pleased to inform you that the Local Bridge Advisory Board has approved the recommendation by your Region Bridge Council (RBC) to select the following bridge(s) for inclusion in the Local Bridge Program. Each Regional Bridge Council has created a 3-year bridge plan and the bridges selected from the 2017 call for applications are scheduled for funding during the 2020 fiscal year (except as noted below). Unless arrangements have been made with your RBC, a project will not be allowed to be let to contract before its scheduled funding year.

Structure Number: 8246, Meadowbrook over Ingersol
Application Estimate: \$94,000, Selected for PM-Multiple

Structure Number: 8248, Cranbrooke over Ingersol
Application Estimate: \$94,000, Selected for PM-Multiple

Structure Number: 12769, West Park over CSX RR
Application Estimate: \$157,000, Selected for PM-Multiple

The following conditions will apply to these projects:

- The federal and state share will be 95 percent of the eligible project costs;
- These funds are to be used for eligible bridge and approach construction costs only;
- State and federal participation in approach construction is limited to work within limits defined by "touchdown" points to the existing approach grade. Exact limits will be determined on a project by project basis; and
- Costs for preliminary engineering, construction engineering, and right of way acquisition are not eligible for federal or state aid under the Local Bridge Program.

The plans and specifications for these projects must be developed using the English system and the most current edition of the Michigan Department of Transportation Standard Specifications for Construction.

To help minimize major changes at the preliminary plan stage, a Type, Size and Location (TS&L) study must be submitted to the Local Agency Programs Unit in the Design Services Division for review prior to the preliminary plan submittal. Please see the requirements for the TS&L submittal on MDOT's website at <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, Bridge Program, Design, Type, Size & Location Procedures. **Type, Size and Location (TS&L) study plans should be submitted 9 to 12 months prior to anticipated letting date.**

As of October 1, 2009, the Local Bridge Program implemented the "20% Rule." If at the time of the grade inspection, the construction estimate exceeds the application estimate by more than twenty percent (20%), the Region Bridge Council (RBC) will need to decide if the project will be capped at the application estimate plus twenty percent, if it will be allowed to proceed as is, or if the project will be postponed. Please make every effort to limit construction work to stay reasonably close to the application estimate.

The project selected for funding, listed on page 1 of this document, was based on the scope of work listed in the submitted application. The Local Bridge Advisory Board set policy that a change in scope of a project will require the local agency to make a choice. First, they may proceed with the changed scope and have the funding amount capped at twenty percent (20%) over the application estimate or second, they may reapply for the project with the updated scope during a subsequent call of applications. Please be aware of this policy as the plans progress.

Please complete the Program Application for Bridge Projects, Form Number 0258, and submit with the preliminary plans to:

Keith Cooper
Michigan Department of Transportation
Local Agency Program, Mail Stop B250
425 West Ottawa Street
Lansing, Michigan 48933

The form can be found on MDOT's website at: <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, Bridge Program, Forms, 0258 – Program Application for Bridge Projects.

Refer to Local Agency Programs Project Planning Guide for plan completion and bid letting timetable. The Planning Guide can be found on MDOT's website at <http://www.michigan.gov/mdot>, Doing Business, Local Agency Program, FY 2018 Project Planning Guide.

If you have any questions or, for any reason, you decide not to participate in this program, please contact me at 517-373-2346 or cooperk@michigan.gov, as soon as possible.

Sincerely,



Keith Cooper, P.E.
Bridge Program Manager
Local Agency Programs

Melistas, George

From: Melistas, George
Sent: Monday, December 11, 2017 2:14 PM
To: Cooper, Keith (MDOT)
Cc: James Stevens
Subject: RE: MDOT Funding Letter of Intent for Rehab of 3 Novi Bridges

Hello Keith.

Welcome back! Yes. The City of Novi is interested in moving the 3 bridge projects into MDOT's FY2019 (October 1, 2018 to September 30, 2019). This move will allow us to schedule the design after July 1, 2018 and begin construction/rehabilitation of these Bridges in the Spring of 2019.

Thank you for following up on my inquiry. Have a nice afternoon!



George D. Melistas | Engineering Senior Manager & Traffic Engineer
City of Novi | Department of Public Services | 26300 Lee BeGole Drive | Novi, MI 48375 USA
t: 248.735.5632 f: 248.735.5659

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From: Cooper, Keith (MDOT) [<mailto:COOPERK@michigan.gov>]
Sent: Monday, December 11, 2017 2:07 PM
To: Melistas, George
Cc: James Stevens
Subject: RE: MDOT Funding Letter of Intent for Rehab of 3 Novi Bridges

Hi George,

Per the letter, the funds are available starting October 1, 2019 to September 30, 2020 (FY 2020). I believe we spoke about moving the 3 bridge projects up a year into FY 2019 (October 1, 2018 to September 30, 2019). Moving the projects to FY 2019 is acceptable. We often have projects that are delayed so I always allow projects to move forward within the 3 year approved program.

Your schedule of design after July 2018 and construction in spring of 2019 is correct. I will note you are moving the 3 bridge projects into FY 2019 on the spreadsheet.

Sincerely,

Keith Cooper, P.E.
Local Bridge Program Manager
425 W. Ottawa St
Lansing MI 48909
(517) 373-2346

From: Melistas, George [<mailto:gmelistas@cityofnovi.org>]
Sent: Monday, December 4, 2017 2:23 PM
To: Cooper, Keith (MDOT) <COOPERK@michigan.gov>
Cc: James Stevens <james.stevens@ohm-advisors.com>
Subject: FW: MDOT Funding Letter of Intent for Rehab of 3 Novi Bridges
Importance: High

Hello Keith.

Hope that you are doing well. I received the attached letter in the mail today. Just so that I have my ducks in a row and so that I can keep Management and our Finance Dept. in the loop, this money will be available for use on October 1st of 2018 or on October 1st of 2019.

If so, I want to have the engineering design started after July 1st, 2018 (City's New Fiscal Year) and conduct the rehabilitation in mid to late Spring of 2019.

Am I on the right path with my plan of action?

Thanking you in advance for your help. Have a nice afternoon!



George D. Melistas | Engineering Senior Manager & Traffic Engineer
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