



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: January 22, 2025

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager
Rob Maleszyk, Chief Financial Officer
Kyle Vieth, Controller
Kurt Bovensiep, Public Works Director
Dennis Trantham, Deputy Public Works Director
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications - Sylvan Glen Lake Park Improvements Phase II; Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Sylvan Glen Park Improvements Phase II Construction Phase Services

History

Sylvan Glen Lake Park is one of the City of Troy's current 10 neighborhood parks. The park is a total of 40 acres, which is the largest of the neighborhood parks. Amenities currently include a 16-acre lake that invites shore fishing and the second phase of the Troy Trail, inviting bikers, walkers, and runners to enjoy an opportunity to escape from suburban Troy and enjoy a wilderness setting. Although the park is currently classified as a neighborhood park it is likely to be reclassified as a community park with the expansion of amenities, which attract patrons from further distances becoming a destination point.

The 2020-2024 Parks and Recreation Master Plan specifically recommends the City of Troy concentrate its park development efforts at Sylvan Glen Lake Park as indicated on page 96 and 97 of the Parks and Recreation Master Plan and is further substantiated by the Green Space Subcommittee Report by recommending the park be developed into a premier park with various amenities.

When considering the future development of Sylvan Glen Lake Park, it was recognized that there needed to be a phased approach. In October of 2021, the City of Troy engaged OHM to develop a master plan to guide the future development of the park. It was quickly recognized that the first improvements made to the park should support the future recreational amenity opportunities. This first phase of park development included a paved parking lot, restroom facility, and necessary infrastructure for future development. Additionally, the proposed improvements would also support the current amenities including the Troy Trail and other passive recreational opportunities. At the meeting of the Troy City Council held on April 11, 2022, Troy City Council approved a contract for the construction of the first phase of projects (Resolution #2022-04-053). Construction was complete in July of 2023.



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When the Community Project Fund Grant became available, the City of Troy recognized the opportunity to further its efforts in improving recreational opportunities at the park by creating an environment that can engage people of all demographics.

Thanks to the efforts of Representative Haley Stevens, the City of Troy was awarded a \$1,500,000 Community and Regional Development Grant from the Department of Housing and Urban Development.

At the meeting of the Troy City Council held on February 5, 2024, Troy City Council awarded a contract to OHM Advisors of Livonia, Michigan, for design and engineering services for the second phase of the project (Resolution #2024-02-031-J-b). The design was completed in November 2024, and bids were solicited.

Purchasing

On January 9, 2025 a bid opening was conducted as required by the City Charter/Code for the Sylvan Glen Lake Park Improvements Phase II. The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com/city-of-troy-mi. Seven hundred eighty-one (781) vendors were notified via the MITN website. Six (6) bids were received. Below is a detail summary of the vendor responses.

Companies notified via MITN	781
Troy Companies notified via MITN	11
Troy Companies - Active email Notification	11
Troy Companies - Active Free	11
Companies that viewed the bid	126
Troy Companies that viewed the bid	7

MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy. **Active MITN** members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City. **Active MITN non-paying members** are responsible to monitor and check the MITN website for opportunities to do business with the City. **Inactive MITN member** status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

After review of the bid responses, *Warren Contractors & Development, Inc of Shelby Twp, MI* was low bidder meeting specifications and is being recommended for award. The City has successfully used *Warren Contractors & Development* in the past on many projects including the Sylvan Glen Lake Park Pathway Phase II project.

The current contract for engineering and services with OHM Advisors was renewed by City Council on May 23, 2022 (Resolution #2022-05-071-J-4b). Under the current contract pricing, OHM proposes a fee for Contract Administration Services of \$65,000, Testing Services of \$11,000 and Staking for \$12,000, for a total fee of \$88,000.

Financial

Funds are budgeted and available in the Park Development Capital Fund under project number 2024CG0002 for the 2025 fiscal year. Expenditures will be charged to account number 401.770.771.975.075.

Recommendation

City Management recommends awarding a contract to the low bidder meeting specifications, *Warren Contractors & Development of Shelby Twp., MI*, for Sylvan Glen Lake Park Improvements Phase II at prices contained in the bid tabulation opened January 9, 2025 for an estimated cost of \$1,149,000;



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not to exceed budgetary limitations. City Management also recommends granting the authority to expend budgeted capital funds to *OHM Advisors of Livonia, MI*, for Sylvan Glen Lake Park Improvements Phase II Construction Phase Services for an estimated cost of \$88,000; not to exceed budgetary limitations.

CITY OF TROY
 BID TABULATION
 SYLVAN GLEN LAKE PARK IMPROVEMENTS PHASE II

VENDOR NAME:	Warren Contractors & Development, Inc.	DMC Group	WCI Contractors, Inc.
CITY:	Shelby Twp. MI	Detroit, MI	Detroit, MI
CHECK AMOUNT:	\$20,000	\$20,000	\$20,000
CHECK NUMBER:	4466002943	1063585	2018291142

PROPOSAL: SYLVAN GLEN LAKE PARK IMPROVEMENTS PHASE II AT THE SYLVAN GLEN LAKE PARK FACILITIES

CONTRACT TO PERFORM THE WORK FOR THE SUM OF:	\$1,149,000.00	\$1,280,236.12	\$1,393,700.00
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ALTERNATES:

Alternate No. 01 : Dolomite Seat wall: Provide stone as detailed in lieu of cast-in-place seat wall.

1.	Add, Deduct, No Change, Not Applicable	Deduct	Add	Deduct
2.	Dollar Change with Alternate 01	-\$9,450.00	\$9,672.00	-\$8,800.00
3.	Calendar Days Change with Alternate 01	Not Specified	Not Specified	0 Days

Alternate No. 02 : Synthetic Grass Mound: Provide synthetic grass surfacing in lieu of natural turf.

4.	Add, Deduct, No Change, Not Applicable	Add	Add	Add
5.	Dollar Change with Alternate 02	\$100,000.00	\$105,935.00	\$125,500.00
6.	Calendar Days Change with Alternate 02	Not Specified	Not Specified	Add 20 Days

Alternate No. 03 : Stone type: Provide Rustic Canyon stone in lieu of Dolomite Stone spec'd.

4.	Add, Deduct, No Change, Not Applicable	Not Applicable	Not Specified	Deduct
5.	Dollar Change with Alternate 03			-\$3,700.00
6.	Calendar Days Change with Alternate 03			0 Days

TOTAL INCLUDING ALTERNATE 01:	\$1,139,550.00	\$1,289,908.12	\$1,384,900.00
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TOTAL INCLUDING ALTERNATE 02:	\$1,249,000.00	\$1,386,171.12	\$1,519,200.00
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TOTAL INCLUDING ALTERNATE 03:			\$1,390,000.00
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UNIT PRICES:

UNIT PRICE NO.	DESCRIPTION	DOLLARS PER UNIT	DOLLARS PER UNIT	DOLLARS PER UNIT
1.	Removal of unsatisfactory soil and replacement with satisfactory soil material.	\$100.00/cyd	\$6,438.00/Lsum	\$68.00
2.	Removal of surplus and unsuitable material.	\$30.00/cyd	\$2,137.00/Lsum	\$40.00
3.	Embankment	\$30.00/cyd	\$65.00/Cy	\$45.00
4.	Removal of Pavement.	\$20.00/syd	\$45.00/Cy	\$23.00
5.	MDOT Class II Sand Base	\$1.50/sft	\$55.00/Ton	\$45.00
6.	Concrete, 4 inches	\$8.00/sft	\$8.50/SqFt	\$9.50
7.	Concrete, 6 inches	\$10.00/sft	\$10.50/SqFt	\$10.00

Attended Mandatory Pre-Bid Meeting:	Y or N	Y	Y	Y
Payment Terms:	Y or N	30 Days	30 Days	30 Days
Warranty:	Y or N	Per Specifications	1 Year	1 Year
Completion:	Y or N	Per Specifications	As Specified	Substantial Completion - 07/31/25 Final Completion - 08/15/25
Exceptions:	Y or N	Lead time for playground and pavilion equipment 6-8 weeks from approved shop drawings.	None	See attached schedule and exceptions
Acknowledgement:	Y or N	Y	Y	Y
Insurance:	Y or N	Y	Y	Y
Indemnification Clause:	Y or N	Y	N	N
Forms:	Y or N	Y	Y	Y
Bidder Questionnaire:	Y or N	Y	Y	Y
References:	Y or N	Y	Y	Y
Addendums 1- 5 Signed:	Y or N	Y	Y	Y

ATTEST:
 (*Bid Opening conducted via a Zoom Meeting)
 Dennis Trantham
 Andrew Chambliss
 Nellie Bert
 Dina Gates

Emily Frontera
 Purchasing Manager

SYLVAN GLEN LAKE PARK IMPROVEMENTS PHASE II

VENDOR NAME:	Premier Group Associates, LC	Decima LLC	Major Contracting Group, Inc.
CITY:	Detroit, MI	Detroit MI	Detroit, MI
CHECK AMOUNT:	\$20,000	Cashiers check, certified check or money order not provided	\$20,000
CHECK NUMBER:	9105229502		9181130934

PROPOSAL: SYLVAN GLEN LAKE PARK IMPROVEMENTS PHASE II AT THE SYLVAN GLEN LAKE PARK FACILITIES

CONTRACT TO PERFORM THE WORK FOR THE SUM OF:	\$1,454,583.00	\$1,539,136.00	
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ALTERNATES:

Alternate No. 01 : Dolomite Seat wall: Provide stone as detailed in lieu of cast-in-place seat wall.

1.	Add, Deduct, No Change, Not Applicable	Not Applicable	Add	
2.	Dollar Change with Alternate 01		\$2,300.00	
3.	Calendar Days Change with Alternate 01		Not Specified	

Alternate No. 02 : Synthetic Grass Mound: Provide synthetic grass surfacing in lieu of natural turf.

4.	Add, Deduct, No Change, Not Applicable	Add	Add	
5.	Dollar Change with Alternate 02	\$52,905.00	\$25,700.00	
6.	Calendar Days Change with Alternate 02	Not Specified	Not Specified	

Alternate No. 03 : Stone type: Provide Rustic Canyon stone in lieu of Dolomite Stone spec'd.

4.	Add, Deduct, No Change, Not Applicable	Not Applicable	Add	
5.	Dollar Change with Alternate 03		\$6,400.00	
6.	Calendar Days Change with Alternate 03		Not Specified	

TOTAL INCLUDING ALTERNATE 01:			\$1,541,436.00	
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TOTAL INCLUDING ALTERNATE 02:		\$1,507,488.00	\$1,564,836.00	
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TOTAL INCLUDING ALTERNATE 03:			\$1,545,536.00	
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UNIT PRICES:

UNIT PRICE NO.	DESCRIPTION	DOLLARS PER UNIT	DOLLARS PER UNIT	DOLLARS PER UNIT
1.	Removal of unsatisfactory soil and replacement with satisfactory soil material.	\$55.00	\$110.00/Cyd	
2.	Removal of surplus and unsuitable material.	\$40.00	\$85.00/Cyd	
3.	Embankment	\$60.00	\$110.00/Cyd	
4.	Removal of Pavement.	\$28.00	\$15.00/Syd	
5.	MDOT Class II Sand Base	\$35.00	\$65.00/Ton	
6.	Concrete, 4 inches	\$7.00	\$15.00/Sft	
7.	Concrete, 6 inches	\$8.00	\$18.00/Sft	

Attended Mandatory Pre-Bid Meeting:	Y or N	Y	Y	Y
Payment Terms:	Y or N	Net 30 Days	Net 30	30 Days
Warranty:	Y or N	2 years from final acceptance	Material - As per manufacturer	1 Yr
Completion:	Y or N	Substantial completion: 06/06/2025	7/3/2025	5/22/2026
Exceptions:	Y or N	None	None	None
Acknowledgement:	Y or N	Y	Y	Y
Insurance:	Y or N	Y	Y	Y
Indemnification Clause:	Y or N	N	Y	Y
Forms:	Y or N	Y	Y	Y
Bidder Questionnaire:	Y or N	Y	Y	Y
References:	Y or N	Y	Y	Y
Addendums 1- 5 Signed:	Y or N	Y	Y	Y

January 20, 2025

Mr. Dennis Trantham
City of Troy
Deputy Public Works Director
4693 Rochester Rd.
Troy, MI 48085

RE: Proposal for Construction Phase Services
Sylvan Glen Lake Park Phase II Improvements

Dear Mr. Trantham:

With the completion of design and bidding phases, this project will be under construction soon. We understand the City of Troy desires to have OHM Advisors assist with the oversight of the project during construction. This letter presents our proposed scope of services for contract administration, field testing, and staking.

SCOPE OF SERVICES

Our Scope of Services for this work is based on the bid documents dated 12/03/2024 and will be completed as three tasks with a preliminary schedule starting in February 2025 and Final Completion of the project anticipated to be August of 2025.

Task 1: Contract Administration

Contract administration services will begin immediately following the award of a contract to a contractor. OHM will monitor the progress of the project from contractor initiation to completion of final punch list items and provide regular updates to the City.

- ▶ Prepare an agenda and schedule a Pre-Construction meeting with contractor, sub-contractor(s) and Owner's representative(s) and other project stakeholders to coordinate project delivery, schedules, meetings and dates of importance.
- ▶ Provide review of contractor provided Submittal Register, Shop Drawings, Product Data and Samples for the purpose of conformance with the intent of the Construction Documents.
- ▶ Review Contractor's construction schedule and monitor it for compliance.
- ▶ Provide responses to field questions and Request for Information (RFIs).
- ▶ Organize and schedule bi-weekly progress meetings with contractor, sub-contractor and owner's representative to review project, coordinate open issues and construction schedule. (estimated 12 progress meetings for project)
- ▶ Perform bi-weekly site visits to evaluate the contractor's progress and prepare field observation reports for documentation of conditions and follow up requirements. (Assume 12 total visits aligned with OAC meeting)
- ▶ Perform following additional specific site visits for review of design intent and coordination with Contractor:
 - Two Half day visits for initial layout for curb and overall Play Area
 - Two Full day for planting layout review
 - Full day for mound build and play structure layout/location review.
 - Half day for willow tunnel review
- ▶ Coordinate field testing and staking schedules with contractor and schedule accordingly.
- ▶ Prepare Proposal Requests and Construction Change Directives and authorize minor changes that do not affect the Contract Sum and/or Contract Time.



- ▼ Prepare and process Change Orders for City review and approval
- ▼ Review and Certify the contractor’s Application for Payment, monthly.
- ▼ Prepare and perform a final punchlist walk through with the contractor and an owner representative(s).
- ▼ Coordinate with Contractor to determine the dates of Substantial Completion and Final Completion.
- ▼ Confirm the completion of the final punchlist.

Task 2: Field Testing

This task includes testing services performed during the construction phase of the project.

- ▼ OHM will utilize G2 Consulting for Construction material testing. OHM to coordinate timing and required tests for completion of work; OHM will review reports for specification compliance. G2 will perform their services, as needed and directed by OHM Advisors with the following expected inspections and associated lab testing required for estimated cost:
 - Proof roll/Agg: 5 half days
 - Site Concrete: 5 half days
 - Foundation: 3 half days
 - Slab: 1 full day
 - Laboratory Testing:
 - 40 Concrete Specimens
 - 5 Cylinder Pick-up
 - 1 Modified Proctor

Task 3: Staking

The construction staking work performed will be performed one-time for the site improvements, as requested by the Contractor. OHM Advisors anticipates that the effort will consist of construction staking for the concrete pavement and curb, playscape, sidewalk, foundations and seat wall, and electrical panel, and drinking fountain.

- ▼ Service elements include:
 - Establish/Verify Horizontal & Vertical Control
 - Review Construction Plans and Create Staking Alignments
 - Provide Construction Staking as requested
 - Assuming 72 Hours for staking across 12 site visits if varying time.

COMPENSATION & SCHEDULE

OHM Advisors will perform the outlined services above based on hourly basis not to exceed, in accordance with our current contract with the City. The following are the estimated costs for the project:

TASK	FEE
Task 1: Contract Administration Services	\$65,000
Task 2: Testing	\$11,000
Task 3: Staking	\$12,000
TOTAL	\$88,000



ASSUMPTIONS, EXCLUSIONS & OWNER RESPONSIBILITIES

OHM Advisors is prepared to complete the work as outlined above per our understanding of the project, which includes the following assumptions, exclusions and identified Owner responsibilities.

- OHM Advisors point of contact for this project is Dennis Trantham.
- Re-staking due to contractor errors and miscommunications.
- Construction observation, staking, and testing does not include work completed by City.
- Additional on-site observation and inspections can be billed at hourly rates, as needed.

ACCEPTANCE

Work will be done in accordance with the terms and conditions of the Continuing Services Agreement between OHM and the City. If this proposal is acceptable to you, please provide signature below or e-mail confirming us to proceed on the project.

Thank you for giving us the opportunity to be of service. We look forward to working with you on this project. This proposal is valid for 60 days from the date of this letter.

Orchard, Hiltz, & McCliment, Inc.
CONSULTANT

(Signature)

Christopher Ozog, AIA
(Name)

Senior Project Manager
(Title)

January 20, 2025
(Date)

City of Troy
OWNER

(Signature)

(Name)

(Title)

(Date)

Cc: Rhett Gronevelt, Principal, OHM Advisors

