



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: August 20, 2025

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Kyle Vieth, Controller
Kurt Bovensiepe, Public Works Director
Dennis E. Trantham, Deputy Public Works Director
Brian Goul, Recreation Director
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications - Lloyd A. Stage Nature Center Sugar and Storage Shed Replacement and Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Shed Design, Construction Documents & Contract Administration and Budget Amendment (Introduced by Allyson Leach, Assistant Recreation Director)

History

- The Sugar and Storage Shed at the Nature Center is deteriorating and is becoming a safety hazard. Replacement is necessary.
- The Sugar and Storage Shed is used February and March for the Troy Nature Society Maple Syrup Program which has attendance of approximately 1,000 visitors annually.
- The shed is also used for storage for the two vehicles and trailer used year-round for access to the preserve. Additionally, the shed provides storage for the large number of tools provided for groups attending the many invasive pull and clean up days held April through November. Finally, it also houses the tables and chairs used by various groups for programs, activities, and rentals conducted at the pavilion.
- The current shed is 527 square feet, the new proposed shed will be 920 square feet in order to add additional space for storage due to increased programming and the addition of the pavilion at the location.
- Anderson, Eckstein, and Westrick (AEW) of Shelby Township, MI, one of the City's professional service engineering firms, was awarded the Design and Bid Documents and has also been chosen to conduct the Contract Administration for the project.
- Design and Bid Documents for the project totaled \$21,100.

Purchasing

On July 24, 2025 a bid opening was conducted as required by City Charter/Code for the Construction of the Sugar and Storage Shed at the Lloyd A. Stage Nature Center. The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com/city-of-troy-mi. Eleven hundred and thirty-five (1135) vendors were notified via the MITN website. Six (6) bid responses and one (1) no bid were received. Below is a detailed summary of potential vendors for the bid opportunity:



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Purchasing (continued)

Companies notified via MITN	1135
Troy Companies notified via MITN	20
Troy Companies - Active email Notification	19
Troy Companies - Free	1
Companies that viewed the bid	146
Troy Companies that viewed the bid	4

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.

- All six (6) bids were reviewed.
- The bid from *Venture Building Company, Inc of Shelby Township, MI* is low bid meeting all specifications.
- *Venture Building Company, Inc.* bid was reviewed in detail by line item by City staff and AEW.
- AEW has worked with *Venture Building Company, Inc.* in the past and is recommending them for the project.
- Based on the review process it is being recommended to award the bid to the low bidder meeting specifications; *Venture Building Company, Inc of Shelby Township, MI*
- The current contract with AEW for engineering and design services was renewed by City Council on May 23, 2022 (Resolution #2022-05-071-J-4b). Under the current contract pricing, AEW proposes a fee of \$48,300 for Design, Construction Documents and Contract Administration Services.

Financial

Funds for this project were budgeted in the amount of \$150,000. The estimated total cost of the project is \$258,000 with a 10% contingency amount of \$20,970 for a not to exceed amount of \$278,970. The project will require a budget amendment in the amount of \$128,970 to the Nature Center Buildings and Improvements Capital Fund under Project Number 2025C0044 for the 2026 fiscal year. Expenditures will be charged to Account Number 401.771.975.

Recommendation

City Management recommends a contract be awarded to the lowest bidder meeting specifications *Venture Building Company of Shelby Township, MI* for the construction of a new Sugar and Storage Shed at the Nature Center in the amount of \$209,700 with a 10% contingency amount of \$20,970, at prices contained in the bid tabulation dated July 24, 2025. City Management further recommends granting the authority to expend budgeted capital funds to *Anderson, Eckstein & Westrick, Inc. of Shelby Township, MI* for Design, Construction Documents and Contract Administration Services for the Sugar and Storage Shed Project in the amount of \$48,300 for a not to exceed total project amount of \$278,970.

It is also recommended that City Council approve a budget amendment to the Nature Center Building and Improvements Capital Fund and Project Number 2025C0044 in the amount of \$128,970.

Opening Date - 07/24/2025
Date Reviewed - 07/24/2025

CITY OF TROY
BID TABULATION
SUGAR SHED

VENDOR NAME:	Venture Building Company, Inc.	Trademark Property Solutions	Usztan LLC
CITY:	Shelby Twp., MI	Oxford, MI	Oakland, MI
CHECK AMOUNT:	\$5,000.00	\$5,000.00	\$5,000.00
CHECK NUMBER:	40502964	9499913772	9171032999
PROPOSAL: CONSTRUCTION OF THE LLOYD A. STAGE NATURE CENTER SUGAR SHED			
LUMP SUM PRICE:	\$209,700.00	\$264,806.26	\$268,400.00
Warranty:	24 months	2 yr workmanship and materials provided by contractor	1 year craftsmanship
Start Date:	August 28, 2025	September 2, 2025	September 2, 2025
Anticipated Duration to Complete:	10 weeks	November 15, 2025	90 days
Attended Mandatory Pre-Bid Meeting: Y/ N	Y	Y	Y
Contact Information Provided: Y/ N	Y	Y	Y
Proposed Payment Schedule:	Not Specified	See attached payment schedule	Monthly draws for completed labor and material purchases
References: Y/ N	Y	Y	Y
Insurance: Y/ N	Y	Y	Y
Exceptions:	None	Underground wire feed upgrade if required	VOLUNTARY ALTERNATES 1. In lieu of powder coat finish on coiling door, substitute with standard painted finish – deduct \$2,300 2. If asbestos inspection report is needed, required by MIOSHA – add \$1,800 3. In lieu of FRP door, substitute with fire rated galvanized HM door and frame. Apply composite trim to replicate pattern – deduct \$18,000 4. Additional paving as per print - add \$6,500
Acknowledgement:	Y	One Signature Missing	Y
Signed Addendum:	Y	Addendum 2 Missing	Y
Forms:	Y	Y	Y
Low Bidder Meeting Specifications			

(*Bid Opening conducted via a Zoom Meeting)

ATTEST:

Joe Lagarde

Brian Goul

Andrew Chambliss

Nellie Bert

Dina Gates

No Bid: Panel Built, Inc

Emily Frontera
Purchasing Manager

CITY OF TROY
BID TABULATION
SUGAR SHED

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VENDOR NAME:	National Restoration, Inc.	NRC Builders	C.E. Gleeson Constructors, Inc.
CITY:	Milford, MI	Novi, MI	Troy, MI
CHECK AMOUNT:	\$5,000.00	\$5,000.00	\$5,000.00
CHECK NUMBER:	2810703	50161319	7602
PROPOSAL: CONSTRUCTION OF THE LLOYD A. STAGE NATURE CENTER SUGAR SHED			
LUMP SUM PRICE:	\$324,000.00	\$370,000.00	\$422,700.00
Warranty:	2 year warranty	1 year	1 year
Start Date:	August 18, 2025	September 1, 2025	September 8, 2025
Anticipated Duration to Complete:	30 Days	November 15, 2025	10 weeks; November 15, 2025
Attended Mandatory Pre-Bid Meeting: Y/ N	Y	Y	Y
Contact Information Provided: Y/ N	Y	Y	Y
Proposed Payment Schedule:	One payment for 50% (less 10% retainage) when project is 50% complete, 2nd payment for 50%, less retainage, after substantial completion. Then, 10% retainage after final walkthrough	30 days - monthly	Net 30 days
References: Y/ N	Y	Y	Y
Insurance: Y/ N	Y	Y	Y
Exceptions:	None	None	AEW Requested Alternate - Additional HMA per drawing C-1: ADD \$16,050
Acknowledgement:	Y	Y	Y
Signed Addendum:	Y	N	Y
Forms:	Y	Y	Y



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

November 25, 2024

Dennis Trantham, Deputy Director of Public Works
City of Troy
4693 Rochester Road
Troy, MI 48085

Reference: Proposal for Professional Services

City of Troy, Sugar Shed
Troy, Michigan

Dear Mr. Trantham:

Thank you for considering our firm for professional architectural and engineering services for the above referenced project.

Understanding of the Project

The City would like to remove and replace the existing shed that houses their maple syrup evaporator at Stage Nature Center located at 6685 Coolidge Highway.

The existing wood framed shed is less than 1,000 square feet and has electrical and water services that are fed from the existing Nature Center. The proposed shed will be slightly larger and will reuse the existing utility service leads. The proposed shed will be wood framed with a concrete slab on grade and sloped roof. A temporary stone driveway may be needed for construction access, the construction and restoration of the road would be performed by the City. The anticipated construction budget is approximately \$150,000.00 for the building.

Following is a summary of our services broken into two phases. Phase one would be conceptual design services. Once phase one is approved by the City, phase two would follow and consist of architecture and civil engineering.

Services to be Provided

Phase One, Conceptual Design:

- Meeting to review past and current needs
- Analysis of the proposed site
- Virtual meeting to review the building program and site analysis
- Develop conceptual site plan
- Develop conceptual floor plan
- Develop one exterior building elevation and rendering
- Virtual meeting to review concepts, make any requested revisions
- Develop opinion of probable cost



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Phase Two, Construction Documents:

- Site plan approval package, assumed to be approved administratively
- Civil engineering, design and permit documents
- Architecture, design and permit documents
- Minimal electrical and plumbing design and permit documents
- Design meeting to review final bidding package
- Bidding package to be posted on BidNet by the City

Additional Services Available

The following services are available but not included in this proposal.

- Topographical, tree and boundary surveys
- Property Title and easement work
- Construction staking
- Full time construction observation and part time construction administration
- As-built plans
- Furniture, fixture and equipment design
- IT and other low voltage system design
- LEED design
- ZBA and other meetings in addition to those listed under services to be provided

Services Not Provided

Security design, Material testing, environmental testing, geotechnical investigations, and wetlands delineation are outside the scope of services that AEW can provide. We will gladly coordinate these services when requested, to be performed by outside consultants as selected by the Client. All services provided by a sub-consultant of AEW will incur a seven and one half (7.5%) percent prime consultant markup.

Responsibilities of the Client

The client is responsible for the following.

- One point of contact and timely access to key staff
- Equipment cut sheets and utility needs of equip. to be housed within the shed
- Timely review of submitted documents
- Temporary driveway design and construction

Fee for Professional Services

We propose to furnish the services outlined for the following fees:

Phase One, Design:	\$6,500.00
Phase Two, Construction Documents:	\$9,000.00



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Any additional services will be provided on an hourly basis according to our rate schedule effective for the period in which the work is performed.

Schedule

We are prepared to begin within 14 working days of receiving an executed copy of this proposal.

Opinions of Probable Cost

Opinions of probable construction cost provided represent AEW's best judgment as a design professional familiar with the industry. However, it is recognized that AEW has no control over the cost of labor, materials, equipment or services provided by others, or over the contractor's methods of determining prices, or over competitive bidding or market conditions. Therefore, AEW does not guarantee that proposals, bids, or actual construction cost will not vary from the opinions of probable cost prepared in any manner by our firm.

Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to authorize us to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We appreciate the opportunity to work with you on this project. If you have any questions or require additional information please call me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Arlow'.

Jason Arlow
Director of Architecture,
Executive Vice President

Accepted By

Signature

Printed Name, Title

Date

CC: Jennifer Chehab, PE - AEW

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ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road 586.726.1234
Shelby Township, MI 48315 www.aewinc.com

Authorization for Additional Services

Project: **City of Troy Sugar Shed**
 AEW Project No. 0238-0042

Date: 2/25/2025

Anderson, Eckstein and Westrick, Inc., respectfully submits the following request for additional services for the above referenced project.

Description of Service Request (Limited)

Add topographical survey and tree pickup at the Stage Nature Center Sugar Shed Site.

Lump Sum Cost Added to Current AE Contract: \$5,600.00

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Jason R. Arlow, AIA
Executive Vice President

Accepted By

Signature

**Dennis Trantway - Deputy Public Works
Director**

Printed Name, Title

3.5.25

Date



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

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Authorization for Additional Services, No.2

Project: **City of Troy Sugar Shed**
AEW Project No. 0238-0042

Date: August 4, 2025

Anderson, Eckstein and Westrick, Inc., respectfully submits the following request for additional services for the above referenced project.

Description of Service Request (Limited)

Construction Contract Administration for 10 weeks, services limited to the following:

1. Draft AIA construction contract
2. Pre-construction Meeting
3. Construction staking
4. 24 hours of onsite observation as needed
5. Shop drawing review (assuming 12 submittals)
6. RFI responses (assuming 10, one per week)
7. 2 pay request reviews and recommendations
8. Punchlist walk with owner and contractor
9. Project closeout

Lump Sum Fee: \$27,200.00

Not included in the above fee:

- Construction material testing, assuming City will contract PSI directly
- As built plans

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

Jason R. Arlow, AIA
Executive Vice President

Signature

Printed Name, Title

Date