



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

January 11, 2021

To: Mayor and City Council Members

From: Mark F. Miller, City Manager
Robert J. Bruner, Assistant City Manager
Sarah Ames, Assistant to the City Manager

Subject: City Council Agenda Questions & Answers – 1.11.21

The following are communications that City Administration would like Council to be made aware of. In order to ensure that all questions are received and answered, all City Council Questions should be sent to the CITY MANAGER DISTRIBUTION GROUP e-mail address.

From: David Hamilton
Sent: Thursday, January 7, 2021 3:54 PM
To: Mark F Miller <Mark.Miller@troymi.gov>
Subject: Re: New Fire Chief

Can you please share with Council the process for choosing the next fire chief, and what were the main reasons the current choice was made?

David Hamilton
Troy City Council Member

Answer: Jeanette Menig, Human Resources Director

The process for hiring the Fire Chief is guided by Act 78, our Civil Service Commission, and Section 3.9 of the City Charter.

The minimum requirements for promotion are established in Act 78 and the Commission approves the job posting. The job is posted, candidates submit applications and, as appropriate, advance to the evaluation. In this instance evaluation process included an interview and presentation (each candidate received the presentation topics in advance of the interview). Chief Roberts worked with Human Resources and the interview panel (Human Resources Director, Assistant City Manager and City Manager) developing the interview questions, identifying relevant evaluation factors and selecting the presentation topics. All candidates are asked the same interview questions, received the same presentation topics and were evaluated on the same criteria.

After evaluation of applicants is completed, the Human Resources Department submits the list of candidates who qualified for the position based on the identified evaluation process to the Commission. The Commission approves the resulting eligible list which identifies all candidates eligible for the classification ranked in order of score. The eligible list is currently available online: https://troymt.gov/departments/human_resources/civil_service_act_78_postings.php

Assistant Chief Riesterer was selected because he placed #1 on the eligible list.

The process is finalized when the City Manager offers the candidate the position in writing via offer letter, the candidate accepts and the City Council confirms the appointment.

Explanation of the need for a budget amendment for the Big Beaver Relief Sewer

Answer: William Huotari, City Engineer

The scope of work requires slow moving construction, the contractor will have to build a special structure to start, then install sewer pipe, stop, build another special structure and this continues until the connection at the other end. This is definitely not production work as it's primarily through residential areas and this is the primary factor in the higher than anticipated bid amounts when we discussed this project with the contractor at a pre-award meeting.

Bids were received and publicly read on November 19, 2020 with 3 bidders submitting. All 3 bidders submitted bids in excess of \$6 million. The low bid was submitted by Pamar Enterprises in an amount just over \$6 million (\$6,012,822.47).

The total recommended budget amount for the work is \$7.5 million based on the \$6 million bid + 10% construction engineering and a 15% contingency for unknown conflicts or issues that may happen during construction. This is a large diameter sewer placed relatively deep (15' - 30') so we anticipate that we may encounter some unknown items during construction.

The 3-year budget includes \$2.5 million in 2021 and an additional \$2.5 million in 2022 or a total budget amount of \$5 million as compared to the \$7.5 million budget amount now being recommended. Based on how the construction is planned to proceed and progress, we anticipate that approximately \$6 million in total project costs will be expended in the current budget year (by June 30, 2021) and the remaining \$1.5 million after July 1, 2021, in the next budget year.

Therefore, we are recommending that a budget amendment in the amount of \$3.5 million be approved in the current 2021 Sewer Fund in addition to the bid award. Funds are available in the Sewer Fund as this project has been planned for several years and accounted for within the Sewer Fund.

This planning continues to allow the city to have no debt as it relates to both water and sewer projects.

How residents are notified about sewer construction

Answer: William Huotari, City Engineer

Notification is mailed to properties in the area of the construction. Notification is also posted on the City's website.