



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: March 21, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Controller
Kurt Bovensiep, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Sylvan Glen Lake Park Improvements; Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds -Sylvan Glen Lake Park Improvements - Construction Administration and Budget Amendment (Introduced by: Kurt Bovensiep)

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 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 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 development of Sylvan Glen Lake Park, it was recognized that the first improvements to the park should support future recreational and amenity desires. For this reason, City Staff is recommending the installation of a paved parking lot and restrooms to provide the necessary support of future proposed amenities such as a fishing pier, play structure, and pavilion. Additionally, the proposed improvements would also support the current amenities of the Troy Trail and passive recreational opportunities.

The original thought was to divide these improvements into separate fiscal year expenditures. However, working with the design consultant, OHM, we recognized that both the paved parking lot and restroom facility are closely supportive of each other and considering the infrastructure and utilities for each required a joint installation. Therefore, additional funding is requested to complete these two improvements together.



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History (continued)

Like many of our construction projects funds were estimated and budgeted over a year ago with limited foresight and predication of our current inflationary costs. This project has seen inflationary costs for labor and materials. Additionally, the costs for asphalt for the drive and parking lot improvements has a direct correlation to oil prices as it is a petroleum-based product. Therefore, the cost of this project is more than originally predicted and will require a budget amendment.

OHM Advisors of Livonia, MI, which is one of the City's professional service engineering firms, continues to be a great partner with the City of Troy and is responsible for the current design of the Sylvan Glen Lake Park improvements. OHM Advisors has included a proposal to manage the construction of this project similar to that of the Niles/Barnard House and Stine Community Park.

Purchasing

The current contract with *OHM Advisors* was adopted by City Council in 2017 for engineering and design services (Resolution #2017-06-105-J-4a). Under the current contract pricing, OHM proposes a Construction Phase Services fee of \$127,000. Services will include the administration, oversight, and any necessary testing of the project.

On March 3, 2022, a bid opening was conducted as required by City Charter and Code for the Sylvan Glen Lake Park Improvement Project. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.bidnetdirect.com/mitn/city-of-troy-mi. Seven hundred and forty (740) vendors were notified via the MITN website. Seven (7) companies attended the Pre-Bid meeting which was held on February 14, 2022. Four (4) bid responses was received. Below is a detailed summary of potential vendors:

Companies notified via MITN	740
Troy Companies notified via MITN	23
Troy Companies - Active email notification	23
Troy Companies - Active Free	0
Companies that viewed the bid	215
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.

After reviewing the bid responses, *WCI Contractors of Detroit, MI* was low bidder meeting specifications for the base bid amount of \$886,900. WCI Contractors has successfully completed work for the City of Troy and most recently was awarded and currently working on phase 3 of the Troy Trail.

Financial

Partial funds are available in Capital Fund – Park Development– Sylvan Glen Lake Park Improvements with an associated project number of 2022C0063 and a budgeted amount of \$250,000 for the 2022 fiscal year. Additional funding is requested in the amount of \$916,000 and will require a budget amendment. Since this project is schedule to be constructed in two fiscal years, any unused funds in fiscal year 2022 is proposed to roll over to fiscal year 2023.



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Recommendation

City Management recommends awarding a contract to *OHM Advisors of Livonia, MI*, for the Construction Phase Services for a total estimated cost of \$127,000 but not to exceed budgetary limitations. City Management also recommends awarding a contract to low bidder meeting specifications, *WCI Contractors of Detroit, MI* at the unit prices contained in the bid tabulation opened March 3, 2022 for an estimated cost of \$886,900 and a contingency amount of 15% of the total project cost or \$152,000, for a total of \$1,166,000. City Management additionally recommends City Council approve a budget amendment for \$916,000 to the Capital Budget and allow City Administration to roll any unused funds in fiscal year 2022 to 2023.

March 4, 2022

Mr. Kurt Bovensiepe
City of Troy
Public Works Director
4693 Rochester Rd.
Troy, MI 48085

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

Dear Mr. Bovensiepe:

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, construction field services, and testing.

SCOPE OF SERVICES

Our Scope of Services for this work will be completed as three tasks with a schedule starting in May 2022 and Final Completion of the project anticipated to be September of 2022.

Task 1: Contract Administration

Contract administration services will begin immediately following the award of a contract to a contractor. OHM will provide organized information to outline the progress of the project from contractor initiation to completion of final punch list items.

- ▶ Organize and schedule Pre-Construction meeting on-site 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 Shop Drawings, Product Data and Samples for the purpose of conformance with the intent of the Construction Documents.
- ▶ Review and monitor Contractor's construction schedule
- ▶ 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)
- ▶ Project engineer to coordinate field testing and staking schedules with contractor while on-site 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
- ▶ Coordination of DTE Application for new service
- ▶ 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.



- ▼ Prepare and submit record drawings to City

Task 2: Construction Observation Services

This task includes on site construction observation by an OHM Construction Technician performed during the construction phase of the project.

- ▼ OHM construction technician to provide full-time observation during excavation, grading, utility installation, paving, and part-time observation during restoration activities and building construction.
- ▼ OHM representative will communicate observed deficiencies with the contractor on-site
- ▼ Prepare daily construction observation reports documenting work completed each day on site noting field installed conditions and any variance to the design.
- ▼ Perform bi-weekly site visits to evaluate the contractor's progress and review progress of building construction and prepare field observation reports for documentation of conditions and follow up requirements. (Assume 12 total visits based on schedule)

Task 3: 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: 3 half days
 - Site Concrete: 5 half days
 - Utilities: 2 half days
 - Foundation: 3 half days
 - Slab: 1 full day
 - Steel Evaluation: 1 half day
 - Masonry: 2 half days
 - Asphalt paving: 2 full days

Task 4: 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 and asphalt pavement, curb and gutter, storm sewer, sidewalk, and light poles and other miscellaneous items.

- ▼ Service elements include:
 - Establish/Verify Horizontal & Vertical Control
 - Review Construction Plans and Create Staking Alignments
 - Provide Construction Staking as requested

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	\$35,000
Task 2: Construction Observation Services	\$65,000
Task 3: Testing	\$13,000



Task 4: Staking	\$14,000
TOTAL	\$127,000

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 Kurt Bovensiep.
- Estimated observation hours on-site is 480 hours based on a 24 week construction schedule.
- Existing and/or As-built Cross Sections
- Quantity Calculations
- Re-staking due to contractor errors and miscommunications.
- Construction observation, staking, and testing does not include work completed by City.

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

City of Troy
OWNER

(Signature)

(Signature)

Christopher Ozog, AIA
(Name)

(Name)

Project Manager
(Title)

(Title)

March 4, 2022
(Date)

(Date)

Cc: Rhett Gronevelt, Principal, OHM Advisors

CITY OF TROY
BID TABULATION
SYLVAN GLEN LAKE PARK IMPROVEMENTS

Vendor Name:	WCI Contractors	Warren Contractors	Premier Group	Brix Corporation
City:	Detroit	Shelby Twp	Detroit	Troy
Check #:	2015526172	1608912663	2015542602	2287155
Check Amount:	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
PROPOSAL: TO FURNISH ALL LABOR, EQUIPMENT MATERIALS, AND SUPPLIES TO COMPLETE SPECIFIED PARK IMPROVEMENTS TO THE SYLVAN GLEN LAKE PARK.				
BASE BID: Provide all labor, materials, tools, equipment and supervision required for the furnishing and installing of all work herein described and/or shown on the drawings and as per all bid specifications.				
BASE BID PRICE:	886,900.00	\$992,000.00	\$962,000.00	\$1,100,092.00
UNITS: The amounts below will be added to the Contract Sum on performance and measurement of the individual items of Work for quantities above those identified on the drawings which are included in the base bid price.				
	Dollars (\$) per Unit	Dollars (\$) per Unit	Dollars (\$) per Unit	Dollars (\$) per Unit
Unit Price No. 01: Seeding	8.25	\$7.00	\$0.25	\$8.27
Prime Bidder attended Mandatory Pre-bid meeting: Y or N	Y	Y	Y	Y
Document 00 43 21 ALLOWANCE FORM Attached: Y or N	Y	Y	Y	Y
Contact Information: Hours of Operation:	8:00AM - 4:30PM	7:00AM - 5:00PM	7:00AM - 6:00PM	8:00AM - 5:00PM
24 Hr. Phone No.:	313-368-2100	586-323-3350	313-671-6787	313-965-0000
Proposed Payment Schedule:	Monthly	Monthly	30, 45, 60, 90, 120, 150 days	30 days
References provided: Y or N	Y	Y	Y	Y
Insurance can be provided: Y or N	Y	Y	Y	Y
Payment Terms:	Net 30	Net 30	Net 30	Net 30
Warranty:	2 years	Per specifications	No response	One Year
Completion:	October 28, 2022	Per specifications	October 28, 2022	No Response
Exceptions: Y or N	N	Y	Y	Y
Acknowledgement: Y or N	Y	Y	Y	Y
Addendums 1 & 2: Y or N	Y	Y	Y	Y
Forms: Y or N	Y	Y	Y	Y

Low Bidder Meeting Specifications

(*Bid Opening conducted via Zoom)

Emily Frontera
Jackie Ahlstrom
Andrew R. Chambliss
Kurt Bovensiep
Dennis Trantham

Emily Frontera
Purchasing Manager