



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: May 9, 2022

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Dee Ann Irby, Controller
Kurt Bovensiep, Public Works Director
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Civic Center Pavilion- Schematic Design (Introduced by: Kurt Bovensiep)

History

The City of Troy, Michigan, continually receives requests for a public gathering space for residents and business people as Troy lacks a traditional downtown. The Civic Center Campus has been recognized as a location to provide this desired space. This has been most recently substantiated by the Troy Parks and Recreation Advisory Board, Green Space Sub-Committee by stating, “As with all of our parks, the development of the Troy Civic Center must be considered as an area for community interaction that embraces the natural landscape that is vital to preserving the ecosystem. The community must move forward from thinking that managing our parks is just cutting the grass or picking up the garbage. All of our parks should be considered as regional community centers with the development of the Troy Civic Center being the central legacy showpiece and evidence of our planning for tomorrow.” (Troy Parks and Recreation Advisory Board, Green Space Sub-Committee Final Report, P.25) The Troy Community Foundation also recognized this opportunity and provided renderings to engage the community in a large-scale project that they intended to participate in. The idea and renderings were used in the successful capture of a Community Project Funding grant of \$1.5 million.

During these efforts the City of Troy released a resident survey that resulted in a high percentage of respondents indicating a desire for additional winter recreation opportunities and specifically an ice-skating facility. City Administration responded to this desire by incorporating an ice-skating facility into the pavilion design.

City Administration engaged OHM Advisors, one of its current consultants, to perform a feasibility study for the addition of a large pavilion and ice-skating facility. During this study, City Administration and OHM visited several similar facilities in the Metro-Detroit region to obtain best practices to successfully design a facility for Troy.

The pavilion and ice-skating facility conceptual design was presented to the Parks and Recreation Advisory Board on April 28, 2022. All comments were very positive and there was unanimous excitement to bring the concept to design and eventually construction. As City Administration seeks additional funding opportunities, several additional stakeholders have offered letters of support, which are included with this memo.



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In efforts to progress the project as quickly as possible, it is recommended that we start the design schematic phase as quickly as possible rather than wait until the new fiscal year begins.

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 design fee of \$125,000 for the Troy Civic Center Pavilion – Schematic Design Phase as detailed in the attached proposal.

Financial

Funds and project number will be available for the entire project beginning July 1, 2022. However, in efforts not to delay progress on the project for 2 months, City Administration is requesting to use available funds in the Parks Development Capital Fund to begin the process until the new fiscal year begins at which time expenditures would begin using the assigned account number and project number.

Recommendation

City Management recommends granting the authority to expend budgeted capital funds to *OHM Advisors, of Livonia, MI*, for the schematic design of the Troy Civic Center Pavilion and Ice-Skating Facility for an estimated cost of \$125,000 but not to exceed budgetary limitations.

April 27, 2022

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

RE: Proposal for Professional Design Services
Troy Civic Center Pavilion – Schematic Design

Dear Mr. Bovensiep:

Thank you for the opportunity to submit this proposal for the professional design services for Troy Civic Center Pavilion – Schematic Design Phase. This letter presents our understanding of the project and proposed scope of services, time schedule, fee, and Terms and Conditions.

PROJECT UNDERSTANDING

The City wishes to continue development of the Concept Design package further and move the project into Schematic Design Phase to continue development of project details, opinion of cost, and overall project schedule.

SCOPE OF SERVICES

With this understanding, our proposed scope of services for this project are as follows:

Task 1: Schematic Design

During Schematic Design, we will further develop the conceptual plan and site design concepts to include more detailed information on the proposed building and overall site layout and design details. The schematic design will advance to include site design, landscape, hardscapes, floor plans, exterior elevations, finishes, structural, mechanical, and electrical systems, specialty lighting, and ice rink requirements. Preliminary equipment/technology requirements will be documented, and design criteria will also be established. Tasks needed to complete Schematic Design are outlined below.

1. Perform preliminary building code and zoning review.
2. Conduct a preliminary regulatory meeting with the City of Troy (including representatives from Planning, Engineering, and Building Departments) to discuss site and building concept, stormwater management, utilities, parking, zoning, signage, and other Planning Commission requirements. Assumed to be accomplished at one (1) meeting to gain consensus.
3. Contact EGLE to discuss and determine requirements for wetland / stream discharge and enclosure. This will be accomplished by requesting a pre-application meeting with the local office.
4. Develop interior floor plan layouts to incorporate more detailed MEP system requirements, structural design considerations, and program/building element changes. Up to 3 iterations of floor plan changes and 2 iterations of exterior building concepts can be developed.



5. Develop building design loads and criteria for building. Perform up to three framing concepts and structural system evaluations for the main Pavilion building. Provide initial building foundation and structural systems and written narrative to supplement drawings.
6. Perform preliminary heating and cooling load calculations to make a preliminary determination of needed mechanical space. Make preliminary major equipment selections including heating/cooling and ventilation system components. Develop the preliminary mechanical systems design layout and determine the space requirements needed for equipment and distribution. Confirm necessary utilities support building design requirements.
7. Perform the preliminary electrical load calculations and determine the proposed service size for the facility. Review the site and exterior building lighting. Provide up to 3 meeting iterations to review and discuss Building and site lighting concepts. Confirm necessary utilities support building design requirements. Develop electrical systems design layout and space needs requirements for equipment and distribution.
8. Further review initial concepts pertaining to specialty lighting for site and building. Specialty lighting consultant to attend up to 3 meetings to review concepts, lighting controls and features, and design layouts pertaining to site and building lighting. Develop specialty lighting design layout and space needs requirements for major equipment and distribution.
9. Review building technology systems for building and site, including IT systems consisting of Network cabling systems (Passive system design), service provider coordination, Wireless Access Design, and Network electronics design, Security systems, consisting of Access control systems, security system video surveillance, and intrusion detection and alarm, and Audio/visual systems design consisting of Lobby and ice Rink AV systems, audio paging, and digital signage. Develop building technology systems layout and space needs requirements for major equipment and distribution.
10. Prepare a total project budget which will include an initial opinion of construction cost for the major elements included in the proposed project. At this phase, the opinion of cost is plus/minus 20%.
11. Meet with City to review and discuss concept development. Three (3) meetings are assumed for this phase to provide a completed Schematic Design package. All major floor and site plan changes will be made during this phase. Once a final design and deliverable package approved, design team will move to next Task.

Deliverables:

- ▼ Drawings to include:
 - Civil drawings to include site plan noting drive layouts, circulation patterns, preliminary stormwater management layout or notes, setback lines, utilities (existing and proposed), and proposed building layout with building dimensions.
 - Landscape drawings to include schematic layout of plantings, site feature elements such as built-in seating, ice rink perimeter rails and edge conditions, and limits of irrigation (if applicable).
 - Architectural Schematic floor plans and elevations.
 - Structural framing concepts with initial sizes of main structure and foundation systems.
 - MEP/Building technology systems plans that indicate location of major equipment, clearances, and utility connections.
 - Specialty lighting to provide proposed lighting products selected for design feature, prepare preliminary lighting control system narrative, and coordinate power requirements with electrical engineer.
 - Ice Rink Drawings including major utility runs, equipment space layouts, and
- ▼ Architectural, Structural, Mechanical, Electrical, Plumbing, and Building Technology Narratives.
- ▼ Project cost with preliminary opinion of probable construction cost.



COMPENSATION

OHM Advisors will perform the outlined services above based on hourly basis, in accordance with our current contract with the City. The following are the estimated costs for the project:

Task	Estimated Fee	Schedule
Task 1: Schematic Design	\$ 125,000	5/9/2022 – 7/29/2022
Total	\$ 125,000	

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.

- Additional Design Services Phases (Design Development, Construction Documents) are not included in this proposal.
- Attendance of public meetings will be provided as services under a separate proposal.
- Coordination with permitting agencies above and beyond a pre-submission meeting, permit application and permit revisions will be provided as an additional service.
- The City will reimburse OHM for or directly pay any permit fees.
- Bidding Assistance/Construction phase professional services and construction staking / layout are not included in this proposal.
- Building user coordination, public engagement, and impact notification shall be by owner
- Geotechnical engineering, soil borings, and construction materials testing are provided under separate contract.

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 30 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)

 April 27, 2022
 (Date)

 (Date)

Cc: Rhett Gronevelt, Principal, OHM Advisors
 Encl: 2022_0427_Concept Package.pdf

THE FORBES COMPANY



April 6, 2022

Dear Senator Peters:

The City of Troy's identity is created through its world class shopping experience at the Somerset Collection and attracts people from around the world to experience its unique offerings.

In addition to this experience, the City of Troy offers amenities to its residents that creates a desirable place to live. Creating a place where these two groups can enjoy a recreational experience is what creates a community.

The proposed pavilion and outdoor ice-skating amenity will allow residents and visitors to enjoy an enhanced experience in a place that is designed for people to come together. Creating a central park type atmosphere within our civic center campus, which is positioned in the center of our world class Big Beaver corridor will create a sense of place and give residents and visitors a sense of belonging to the Troy community. The sense of belonging will further endorse the City of Troy as a regional and worldly destination.

The Somerset Collection is in full support to enhance the community experience with the addition of a pavilion and ice-skating amenity to the Troy Civic Center Campus.

Best regards,

THE FORBES COMPANY

Nathan Forbes,
Managing Partner

P. 248.827.4600, Ext 252

M. 248.310.7046

E. nforbes@theforbescompany.com



April 6, 2022

Dear Senator Peters:

The Troy Community Foundation (TCF) offers residents and businesses in Troy an effortless way to support the city they love through unique partnerships.

The Troy Community Foundation's board is unified in assisting the community in citizen-driven initiatives and believes the residents of Troy desire a traditional downtown feel where they can gather together as a community, which naturally led to TCF's assistance in creating the concepts for a large pavilion within the Troy Civic Center campus.

TCF is excited to see the progress on its original conceptual design, and how it is transforming into a significant project that includes a large enclosed pavilion and ice-skating amenity. This type of improvement will further unify the community by creating a sense of belonging and kinship for residents and businesses.

TCF looks forward to its continued partnership with the City of Troy on this project, and is in full support of its efforts to enhance the sense of community in the City of Troy through this initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Karen Greenwood". The signature is fluid and cursive.

Karen Greenwood
TCF Board Chair



April 6, 2022

Tara Tomcsik-Husak
Troy Chamber of Commerce
2125 Butterfield, Ste. 100N
Troy, MI 48084

Dear Senator Peters:

As we navigate through the current historic events surrounding us, we have recognized the importance of our community and how we support one another. This is particularly important in the business community. As you know, the Troy Chamber of Commerce's mission is to create access for its members to connect, so that they can create new opportunities for growth of their business. This is why we are in full support of the proposed pavilion, to give our businesses opportunity to connect safely in an outdoor gathering space.

Over the past two years, we saw how Covid 19 created obstacles for connecting with people. The need for outdoor gathering and meeting locations was needed but we at the Chamber were limited on places to connect. The proposed pavilion and ice-skating amenity within the City of Troy's Civic Center Campus would provide an opportunity for the community to come together in a safe environment. In addition, this enhancement would attract businesses to the City of Troy, as most companies are focused on employee wellbeing now more than ever before.

While I am hopeful that we are over the hump of the pandemic, we still have the need for more outdoor options for the community and the business community.

The Troy Chamber of Commerce is in full support of the pavilion and ice-skating amenity to the City of Troy's Civic Center Campus and look forward to highlighting its completion and its offerings to the business community.

Finally, I would like to thank you for your continued dedication in our community and the all the businesses we serve. It has been a pleasure working with you over the years.

Sincerely,

A handwritten signature in black ink, appearing to read "Tara Tomcsik-Husak", written in a cursive style.

Tara Tomcsik-Husak
President and CEO/ Troy Chamber of Commerce
Board Member of the Troy DDA