



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM



Date: January 15, 2024

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Deputy City Manager  
Megan E. Schubert, Assistant City Manager  
Rob Maleszyk, Chief Financial Officer  
Dee Ann Irby, Controller  
Kurt Bovensiep, Public Works Director  
Dennis Trantham, Deputy Public Works Director  
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Boulan Park Cricket Grounds Design and Engineering Services

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### **History**

The surveys completed through the 2020-2024 Parks and Recreation plan indicates that there is a desire for a full-size Cricket field. However, the desire represents a smaller percentage when compared to other recreational opportunities such as paved and rustic walking paths, splash pad, and updated playground equipment. The City of Troy has made significant progress meeting these higher priority desires and is preparing to meet some desired amenities that was represented by a smaller respondent group.

The north-west area of Boulan Park was considered in the early 2000's to host a full-size Cricket field. Some of the major concerns with this area was the removal of a large historic Oak tree. Within the last couple of years, the Oak tree had declined and has been removed. Now that the Oak tree is not a concern, City Staff and the Cricket Community believe this is the best location to host a full-size Cricket field.

In partnership with State Rep. Sharon MacDonell, the City of Troy applied for a state grant to construct a full-size Cricket field. The application was successful and \$900,000 was included in the State of Michigan's 2024 budget. City Staff has completed all the necessary requirements from the State of Michigan to begin receiving the grant funding.

City Staff has met with members of Troy's cricket community to better understand the desired requirements to make a cricket field the community will be proud of. The field in Mooresville, North Carolina was used several times as an example and staff plans to model the field from this location. It is anticipated that the field will be eligible for certification through the International Cricket Council making it the first certified field in the State of Michigan and able to host international tournaments.

Using the current contract with OHM Advisors, the firm proposes a Detailed Design that will include construction documents and bidding assistance. If approved, the design will be completed by end of March and bidding in April. Construction is anticipated to begin in Summer/Fall of 2024 and the field will be playable by Spring 2025.



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## **CITY COUNCIL AGENDA ITEM**

### **Purchasing**

The current contract for engineering and design 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 a Detail Design and bidding assistance for a total of \$98,500.

### **Financial**

Funds are budgeted in the Capital Fund- Parks Development with a total budget amount of \$900,000 and an associated Project Number of 2024C0041. Expenditures will be charged to account number 401.770.771.974.055.

### **Recommendation**

City Management recommends granting the authority to expend budgeted capital funds to *OHM Advisors, of Livonia, MI*, for the Detail Design and bidding assistance for a Cricket Field at Boulan Park for an estimated total cost of \$98,500 but not to exceed budgetary limitations.

ARCHITECTS. ENGINEERS. PLANNERS.



December 18, 2023

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

RE: Proposal for Professional Design Services  
Boulan Park Cricket Grounds Design and Engineering Services

Dear Mr. Bovensiep:

Thank you for the opportunity to submit this proposal for the professional design services for design and engineering of Troy's Cricket Field. This letter presents our understanding of the project and proposed scope of services, time schedule, fee, and Standard Terms and Conditions.

### **PROJECT UNDERSTANDING**

Through our initial discussions we have developed the following understanding of the project:

#### **Project Overview**

OHM Advisors understands the City of Troy is slated to receive a \$900,000 grant to construction a cricket field in the NW corner of Boulan Park (refer to attached site exhibit). There has been interest in providing a cricket field within Troy since the early 2000's to meet the desires of the international community that calls Troy home. Morrisville, North Carolina hosts national tournaments and was provided as the design standard for design requirements and guidelines. The scope of improvements will include the following:

##### *Site Preparation*

There is an existing pavilion within the limits of construction, which will be moved by the City in advance of construction. The existing ground does get saturated following rain events and will require preparation and drainage improvements.

##### *Field Improvements*

The pitch will be constructed of astroturf with the remainder of the field being natural turf. Turf will be irrigated using a water main that exists within the park. The field will include team dugouts/seating, scoreboard and bleachers for spectators. It is assumed these will be pre-designed products and will not require custom design. Power service exists onsite with a transformer in place within the park, which will be used to power the scoreboard. The field will not be lit.

##### *Additional Improvements*

An existing gravel parking lot to the park's west will be improved to service the new field. It's assumed that the capacity of this lot will remain the same and will not require traffic study. A walking path will be designed to encircle the park, creating the border of the playing area. The path may be asphalt or concrete.

OHM Advisors understands the City desires to complete the design and engineering by April of 2024 to allow for a summer / Fall 2024 construction.



## SCOPE OF SERVICES

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

### Task 1: Preliminary Design

- Project Management
  - Project Kick-off meeting and site visit by design team – Review project scope, schedule and budget; investigate existing conditions.
  - Attend up to three meetings with City to share progress and gather feedback on field design.
- Site Assessment and Inventory
  - Topographic Survey - Topographic survey for area receiving new work (approx. 17 acres).
  - Geotechnical Investigation- Collection of soil borings to understand bearing capacity and infiltration rate of subgrade material. Includes 6 borings totaling 60' in depth with analysis report. Issuance of a geotechnical report with recommendations for pavement, foundation design and stormwater management.
  - Site Analysis – OHM Advisors will review the survey, Geotech report and on-site observations to generate an analysis of the site's conditions. This will be reviewed with the City.
- Design Development
  - Research best practices in cricket field design and construction. Review project precedent in Morrisville, North Carolina.
  - Develop initial layout of site improvements, referencing cricket field standards. Review with City and gather feedback. Refine site design to incorporate client feedback.
  - Prepare options for site equipment and furnishings, which may include team seating, team shelter, spectator seating, and scoreboard. Review options with City and refine selection accordingly.
  - Develop preliminary drawing package illustrating the scope of improvements and design decisions. Items not illustrated in drawings will be captured in narrative format. Set will be provided to City for review. OHM will receive comments and finalize drawing package accordingly.
  - OHM Advisors will develop an opinion of cost and provide with the final preliminary drawing package.

#### *Deliverables:*

- *Survey in PDF and CAD format*
- *Geotech Report*
- *Preliminary Drawings and Narrative at Draft and Final levels*
- *Opinion of Cost*

### Task 2: Detailed Design

- Project Management
  - Attend a drawing set page turn to review the final design.
- Construction Documentation
  - Develop final construction drawings package. It is anticipated the drawing package will include:
    - Existing Conditions Plan
    - Soil Erosion and Sedimentation Control Plan
    - Removals Plan
    - Site Materials and Layout Plan
    - Site Grading Plan
    - Site Utilities Plan
    - Site Furnishings Plan
    - Site Details
    - Landscape Plan and Details
    - Irrigation Plan and Details
    - Electrical Plan and Details
  - Develop project manual, to include:
    - Front end documents, including procurement, contracting and general requirements. OHM will coordinate with City of Troy procurement to finalize documents.



- Technical specifications
      - Provide owner with draft final construction drawings and project manual for review. Refine package from comments received and form any permitting agencies.
      - Finalize opinion of cost and provide with final construction documents package.
  - Permitting
    - OHM will support the owner in acquiring the necessary permits and preparing the required documents. It is anticipated that permits will not be required from any parties other than the City of Troy.

*Deliverables:*

- *Final drawings and project manual at Draft and Final levels*
- *Opinion of Cost Update*

**Task 3: Bidding Assistance**

- Assist City in the construction bidding/contracting process including the development of advertisement, assisting in pre-bid meeting, and issuing pre-construction addenda.
- Respond to Request for Information (RFIs) in writing during the bidding process.
- Review received bids and provide recommendation of award to City of Troy.

*Deliverables:*

- *Recommendation of Award*

**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:

Phase	Fee	Schedule	Invoice Type
Task 1 – Preliminary Design	\$49,000	8 Weeks from KO Meeting	Lump Sum
Phase 2 – Final Design	\$44,000	8 Weeks from Approved Preliminary Design	
Phase 3 – Bidding Assistance	\$5,500	4 Weeks	
<b>TOTAL</b>	<b>\$98,500</b>		



**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)

Senior Project Manager  
(Title)

\_\_\_\_\_  
(Title)

December 18, 2023  
(Date)

\_\_\_\_\_  
(Date)

Encl: Site Markup Exhibit  
cc: Rhett Gronevelt | Principal, OHM Advisors



Legend

Boulan Park

Boulan Park Dr



400 ft

Google Earth

SITE MARKUP EXHIBIT