



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM



Date: January 22, 2024

To: Mark F. Miller, City Manager

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

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Community Center Elevator Pit Project – Construction Documents and Bidding Assistance

History

- The Troy Community Center elevator is original to the building which was built in 2001.
- Over the last several years the elevator pit has experienced water infiltration. After performing several tests, it appears that one of the gland packs for the surge tank is seeping, likely causing the elevator pit to take on water. Water seeks the path of least resistance.
- When the Troy Community Center was built, there was not a sump pit installed in the elevator pit to evacuate any potential water infiltration.
- Installing a sump crock and pump with an oil separator and alarm system into the elevator pit would alleviate the problem.
- The elevator is a hydraulic type and will require a State of Michigan approved pumping alarm system or an oil separator in compliance with ASME A17.1.
- OHM Advisors currently has a contract with the City and is being recommended to create the Construction Documents and offer Bidding Assistance for this project.

Purchasing

The current contract with OHM Advisors was renewed by City Council in 2022 for engineering and design services (Resolution #2022-05-071-J-4b). Under the current contract pricing, OHM proposes a fee of \$24,000 for the construction documents and bidding assistance of the elevator pit project as detailed in the attached proposal.

Financial

Funds are budgeted and available in the Community Center Building Improvements Capital Fund for the 2024 fiscal year under Project Number 2024C0050. Expenditures will be charged to account number 401.756.755.975.125.



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Recommendation

City Management recommends granting the authority to expend budgeted capital funds to *OHM Advisors of Livonia, MI* for the construction documents and bidding assistance for the Troy Community Center elevator pit project for an estimated cost of \$24,000 but not to exceed budgetary limitations.

January 18, 2024

Mr. Dennis Trantham
City of Troy
Deputy Public Works Director
4693 Rochester Rd.
Troy, MI 48085

RE: Proposal for Professional Services
City of Troy Recreation Center Elevator Pit

Dear Mr. Trantham:

Thank you for the opportunity to submit this proposal for professional design services to provide a sump pit and pump system for the removal of water in the elevator pit at the City of Troy Recreation Center. This letter presents our understanding of the project and proposed scope of services, time schedule, and fee.

PROJECT UNDERSTANDING

The City has been experiencing water collecting in the pit of the elevator at the Recreation Center. The source of the water appears to be the main pool from the City's testing. Currently there is no pit sump and the city staff is routinely manually pumping the pit out. The City would like to install a sump crock and pump into this elevator. The elevator is a hydraulic type and will require a State of Michigan approved pumping alarm system or an oil separator in compliance with ASME A17.1.

SCOPE OF SERVICES

Our Scope of Services for this work will be completed as one task:

TASK 1: Construction Documents

During this task our team will work to develop the construction documents for bidding and construction.

- ▼ Kick-off Meeting
 - Review the existing site conditions and items requiring coordination including location of pump discharge, source of electrical service and areas to be disturbed to complete construction.
 - Review options for water disposal and oil leak management.
- ▼ Preliminary Design Drawings
 - Develop Architectural, plumbing and electrical plans for the addition of a new sump in the elevator pit.
 - Conduct discussion with the plumbing and elevator inspector for approval on approach presented.
 - Develop opinion of probable construction cost for the work scope.
 - Review 50% plans, basis of design approved by inspectors, and opinion of construction cost estimate with the City.
- ▼ Final Construction Documents
 - Prepare technical specifications and final Construction Documents
 - Prepare and submit 95% plans and specifications for City review.

TASK 2: Bidding Assistance

- ▼ Assist City in the development of bid package, including coordination and development of Front End documents with the Technical specifications and drawings.
- ▼ Respond to Request for Information (RFIs) in writing during the bidding process.



COMPENSATION AND SCHEDULE

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: Construction Documents	\$ 21,000	5 Weeks
Task 2: Bidding Assistance	\$ 3,000	3 Weeks
Total	\$ 24,000	

All costs are included, and no reimbursable expenses are expected.

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 Dennis Trantham
- ▶ Construction Phase services will be an additional service provided on an hourly basis.

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.

Orchard, Hiltz, & McCliment, Inc.

CONSULTANT

(Signature)

Christopher Ozog

(Name)

Project Manager

(Title)

January 18, 2024

(Date)

City of Troy

OWNER

(Signature)

(Name)

(Title)

(Date)

Cc: Rhett Gronevelt