



# CITY of NOVI CITY COUNCIL

Agenda Item **F**  
April 19, 2010

**SUBJECT:** Approval to award an amendment to the engineering services contract for construction engineering services related to the Novi Way/Ten Mile Intersection Improvements, to Anderson, Eckstein and Westrick, Inc. (AEW), for a not-to-exceed fee of \$24,730.

**SUBMITTING DEPARTMENT:** Department of Public Services, Engineering Division *BTC*

**CITY MANAGER APPROVAL:** *DM*

<b>EXPENDITURE REQUIRED</b>	<b>\$24,730</b>
<b>AMOUNT BUDGETED</b>	<b>\$100,000 (includes \$44,600 for MDOT cost participation, and \$23,750 awarded for design engineering)</b>
<b>LINE ITEM NUMBER</b>	<b>204-204.00-863.105</b>

## BACKGROUND INFORMATION:

The City of Novi was awarded \$174,200 (80% of the construction cost) in federal funding through the Surface Transportation Program for safety improvements to the Ten Mile and Novi Way intersection. The project consists of the addition of right turn lanes on eastbound Ten Mile Road and on Novi Way, the upgrade of the existing sidewalk ramps to meet Americans with Disability Act requirements, reconstruction of the traffic signals and pedestrian signals, and the addition of street lighting at the intersection. The attached map shows the location of the project.

The project was initiated in the FY09-10 budget to include the addition of a dedicated right turn lane to Novi Way to allow right turning traffic to turn on red when left turn traffic is queued at the signal. However, the Engineering Division prepared, submitted, and was awarded a safety grant to expand the project scope to completely upgrade the intersection to address pedestrian and vehicular traffic concerns. The cost participation agreement with Michigan Department of Transportation (MDOT) was recently authorized at the April 5, 2010 City Council Meeting, in the amount of \$44,600.

Anderson, Eckstein & Westrick (AEW) completed the design phase engineering for the project and is recommended for award of the construction phase. The construction phase engineering fees are determined using two components: 1) the contract administration fee, which is a not-to-exceed amount provided by the consultant in its proposal, and 2) the construction inspection fee determined using a cost per inspection (crew) day that is then multiplied by the number of days of inspection specified by the contractor. The construction phase fees for this project include a contract administration fee of \$13,500 and an inspection fee of \$11,230 (\$624 per crew day, multiplied by the 18 days assumed for construction inspection) for a total not-to-exceed fee of \$24,730. The construction phase scope of services is expanded from AEW's original proposal (attached) to include additional inspection of the expanded project scope (traffic signal, street lighting and Ten Mile Road right turn lane) as well as additional documentation and inspection requirements to comply with the federal requirements administered by MDOT Local Agency Programs. A summary of the total scope of services recommended is detailed on the attached Authorization for Additional Services #2 dated April 6, 2010.

The project budget is \$100,000, of which \$23,750 has been awarded to AEW for the completed design, \$44,600 has been allocated to MDOT per the cost participation agreements, and \$24,730 is being recommended for construction phase engineering services.

Construction is scheduled to begin following the conclusion of the school year and will be completed this summer. The contractor will be required to maintain access during construction for larger events on the Civic Center and Novi High School campus, such as the grand opening of the new library.

**RECOMMENDED ACTION:** Approval to award an amendment to the engineering services contract for construction engineering services related to the 2009 Neighborhood Roads Program, to Anderson, Eckstein and Westrick, Inc. (AEW), for a not-to-exceed fee of \$24,730.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Crawford				
Council Member Fischer				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

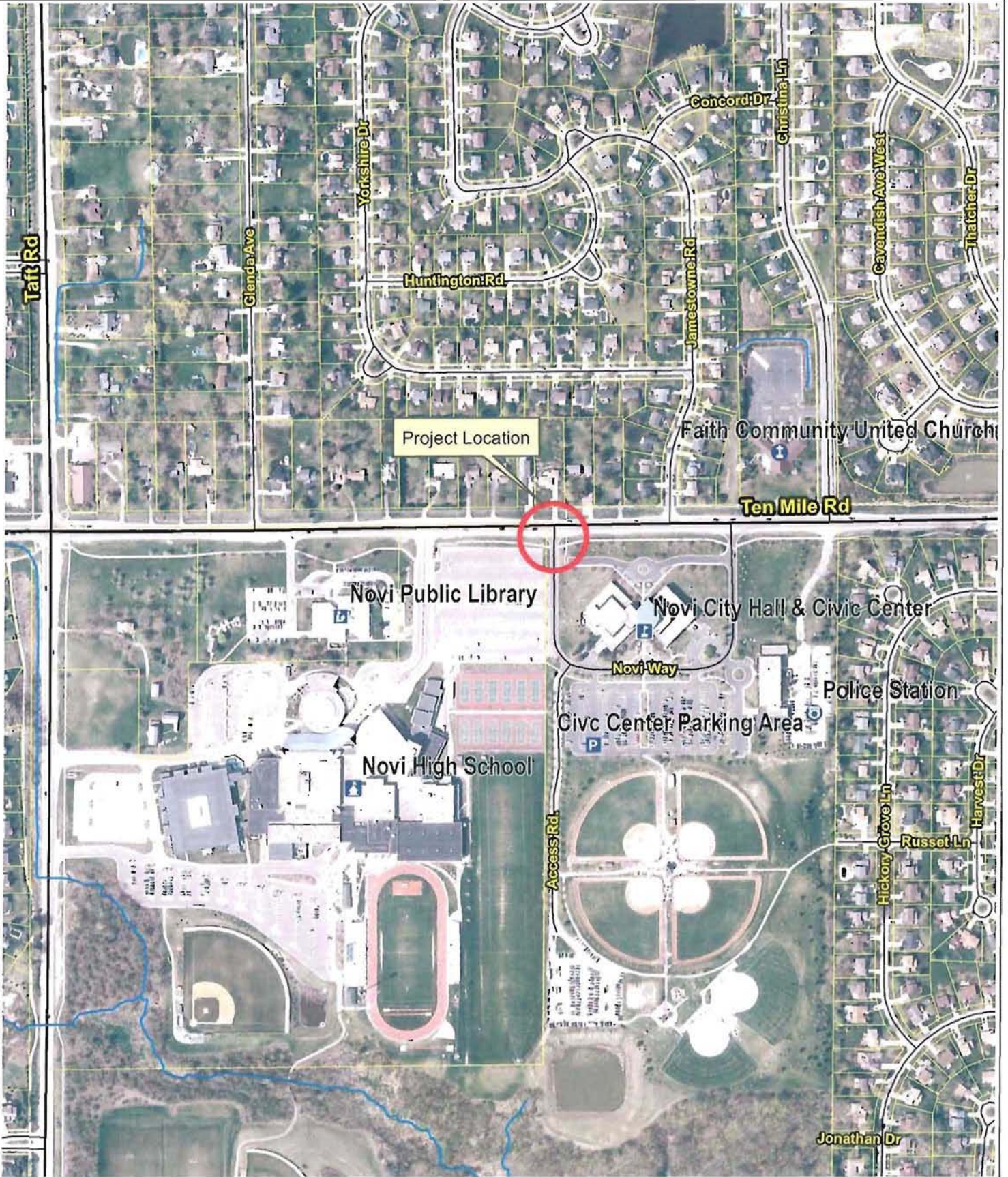
**MAP INTERPRETATION NOTICE**

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

# City of Novi



## Ten Mile Road/Novi Way Intersection Improvements





## Authorization for Additional Services #2

Project: **Engineering Services for  
2009 Neighborhood Roads Program –  
Contract 1, Part B  
Novi Way Right Turn Lane**

Date: 03-30-10  
Revised: 04-06-10

**City of Novi  
AEW Project No. 0822-0015**

The contract allows for additional services to be provided by Anderson, Eckstein and Westrick, Inc., with compensation to be charged hourly.

### **Description of Service (Limited)**

Due to the fact that AEW successfully applied for a Safety Grant on behalf of the City of Novi, the project is now federally funded. Additionally, the scope was expanded to include full replacement of the existing traffic signal, modification to existing sidewalks, and resurfacing of the intersection as well as Novi Way. As such, contract administration and construction observation requirements are more intense than originally anticipated. For your information, we have provided the previous scope of work for comparison with the proposed scope.

#### Previous scope of work:

- Coordinate and administer a preconstruction meeting, and create and distribute minutes (\$500)
- Construction staking of turn lanes (\$1,500)
- Project tracking and pay estimates (\$350)
- Coordination with City, project status reports, resident concerns, general administration (\$600)
- Materials testing (\$800)
- As-built construction drawings (\$550)
- Full time construction observation – assume 6 “crew days” (\$3,360)

Amount authorized for original scope: \$7,660

#### Proposed work items for current scope:

- Coordinate and administer an MDOT preconstruction meeting, and create and distribute minutes (\$1,500)
- Construction staking of turn lanes, sidewalks and traffic signal poles (\$2,500)
- Project tracking and pay estimates in accordance with MDOT procedures (\$1,500)
- Review contractor's certified payrolls (\$800)
- Conduct wage rate interviews (\$800)



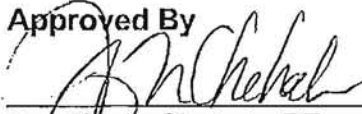
- Coordination with City, project status reports, resident concerns, general administration (\$1,000)
- Project closeout and MDOT audit (\$1,000)
- As-built construction drawings (\$650)
- Materials testing (\$3,750)
- Full time construction observation – assume 18 “crew days” for an MDOT experienced observer (EA III - \$624/day)\* (\$11,230)

Proposed budget amount for new scope: \$24,730

\*MDOT does not allow the use of crew days in the contract. The crew day estimate provided here is for City informational and estimating purposes only.

Based on the revised scope, we respectfully request authorization for an increase of \$17,070 to the amount authorized under the previous scope to cover the cost of the additional services.

**Approved By**



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Jennifer L. Chehab, PE  
Senior Project Engineer

CITY OF NOVI

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Date



cityofnovi.org

## EXHIBIT A FEE PROPOSAL

### ENGINEERING SERVICES FOR 2009 NEIGHBORHOOD ROAD PROGRAM

We the undersigned propose to furnish to the City of Novi services consistent with the Request for Qualifications dated January 11, 2007 and Request for Proposals dated January 27, 2009 respectively. Design fees will be paid on an hourly basis for actual work performed to a maximum as proposed. A separate fee schedule is being provided should the City request additional work on an hourly basis.

**NOTE: A FILL IN .PDF VERSION OF THIS FEE PROPOSAL IS INCLUDED ON THE CD FOR YOUR CONVENIENCE.**

Project	Phase	Total Fee
CONTRACT1 PART A—VISTA HILLS	Design Phase (not-to-exceed fee)	\$ 11,000
	Contract Administration (not-to-exceed fee)	\$ 6,500
	A) Inspection Fee per Crew Day: \$ 560 /day	
	B) Estimated Number of Crew Days: 20 days	
	Estimated Inspection Fees (A x B, above)*	\$ 11,200
	<b>TOTAL ENGINEERING FEE FOR VISTA HILLS:</b>	<b>\$ 28,700</b>
CONTRACT 1 PART B—NOVI WAY RIGHT TURN LANE	Design Phase (not-to-exceed fee)	\$ 10,000
	Contract Administration (not-to-exceed fee)	\$ 4,300
	A) Inspection Fee per Crew Day: \$ 560 /day	
	B) Estimated Number of Crew Days: 6 days	
	Estimated Inspection Fees (A x B, above)*	\$ 3,360
	<b>TOTAL ENGINEERING FEE FOR NOVI WAY:</b>	<b>\$ 17,660</b>
CONTRACT 2— 2009 NEIGHBORHOOD CONCRETE ROAD PROGRAM	Design Phase (not-to-exceed fee)	\$ 64,975
	Contract Administration (not-to-exceed fee)	\$ 48,500
	A) Inspection Fee per Crew Day: \$ 560 /day	
	B) Estimated Number of Crew Days: 87 days	
	Estimated Inspection Fees (A x B, above)*	\$ 48,720
	<b>TOTAL ENGINEERING FEE FOR 2009 NEIGHBORHOOD CONCRETE ROADS:</b>	<b>\$ 162,195</b>
<b>TOTAL ENGINEERING FEE FOR ALL PROJECTS ABOVE:</b>		<b>\$ 208,555</b>

\*Only Design Fees will be awarded at the time of initial award. Contract Administration and Construction Inspection fees will be awarded at the time of construction award. At that time, the number of crew days will be provided by the contractor. The total inspection fees will be determined by using the Inspection Cost per Crew Day (provided by the consultant, above) and the Number of Crew Days to be provided by the Contractor. Estimate crew days are used for estimated fee calculation only.