



# CITY of NOVI CITY COUNCIL

**Agenda Item J**  
**July 7, 2014**

**SUBJECT:** Approval to award geotechnical services to Testing and Engineering Consultants for the 2014 Neighborhood Road Program--Contract 1 (Asphalt) in the amount of \$22,510.

**SUBMITTING DEPARTMENT:** Department of Public Services, Engineering Division *PS BIC*

**CITY MANAGER APPROVAL:** *[Signature]*

<b>EXPENDITURE REQUIRED</b>	<b>\$ 22,510</b>
<b>AMOUNT BUDGETED</b>	<b>\$156,000</b>
<b>LINE ITEM NUMBER</b>	<b>203-203.00-805.434</b>

**BACKGROUND INFORMATION:**

In accordance with the Agreement for Geotechnical Engineering Consultant Services for Public Projects that was approved by City Council at the June 16, 2014 regular meeting, Testing Engineers and Consultants (TEC) has been selected to provide construction phase material testing services for the 2014 Neighborhood Road Program--Contract 1 (Asphalt) project.

The cost of material testing services necessary for Contract 1 exceeds \$15,000, which requires City Council approval under the City's Purchasing Policy. Most other geotechnical awards will be less than \$15,000 and be awarded administratively.

The scope of material testing services required for this project has been determined based on discussions with TEC and SDA (the City's primary consulting engineer for the project), and is summarized in the attached proposal from TEC. The material testing work is necessary to ensure that the specifications are being met by the contractor, resulting in a quality product that performs as designed.

The construction contract has been awarded and it is anticipated that the project will be completed in late summer 2014.

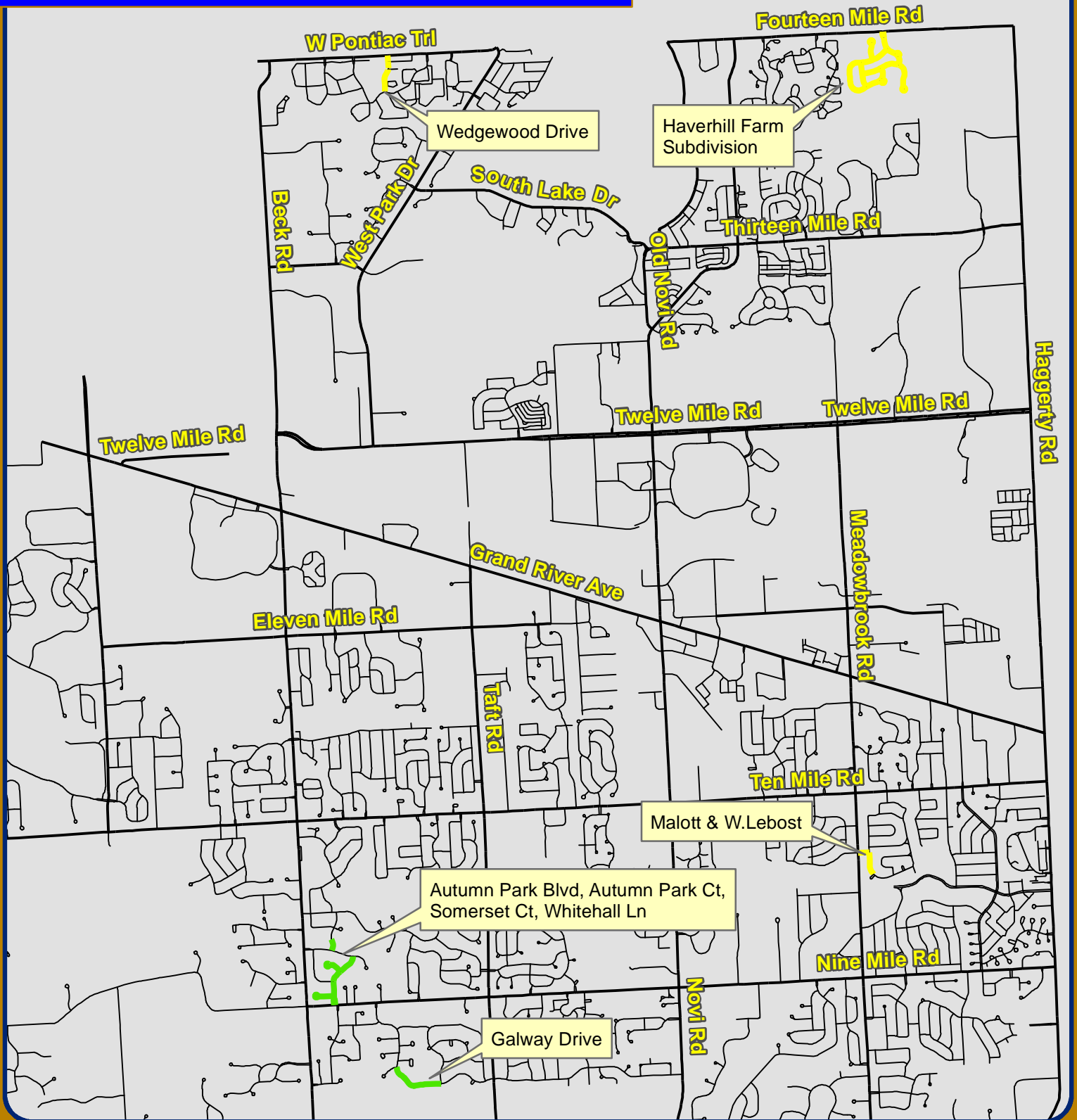
**RECOMMENDED ACTION:** Approval to award geotechnical services to Testing and Engineering Consultants for the 2014 Neighborhood Road Program--Contract 1 (Asphalt) in the amount of \$22,510.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

# 2014 NEIGHBORHOOD ROAD PROGRAM

June 2014



Map Author: Croy  
 Date: 6/9/14  
 Project: 2014 NRP  
 Version #: v2.1

**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.

**Map Legend**

- 2014 Concrete
- 2014 Asphalt



1 inch = 3,850 feet



**City of Novi**  
 Engineering Division  
 Department of Public Services  
 26300 Lee BeGole Drive  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

## Authorization for Services

**Project:** 2014 Neighborhood Roads Program – Asphalt  
**Purchase Order #:**

Date: June 25, 2014

### Description of Services

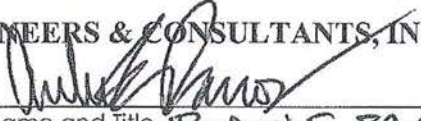
1. Geotechnical engineering services for the 2014 Neighborhood Roads Program - Asphalt Contract per attached proposal dated June 4, 2014, and in accordance with the AGREEMENT FOR GEOTECHNICAL ENGINEERING CONSULTANT SERVICES FOR PUBLIC PROJECTS, and attached exhibits, entered into between the City and the Consultant on June 16, 2014.

Amount authorized: \$22,510

### TESTING ENGINEERS & CONSULTANTS, INC.

Requested by:

Name and Title


  
RUBEN E. RAMOS, V.P.

Date:

6/25/14

### CITY OF NOVI

Reviewed by:

  
Brian Coburn, Engineering Manager

Date:

6/27/14

Approved by:

  
For Rob Hayes, Director of Public Services

Date:

6/27/14

Approved by:

Sue Morianti, Purchasing Manager

Date:



## Testing Engineers & Consultants, Inc.

1343 Rochester Road • PO Box 249 • Troy, Michigan 48099-0249  
(248) 588-6200 or (313) T-E-S-T-I-N-G  
Fax (248) 588-6232

TEC Proposal Number: 010-14-0202

Date Issued: June 4, 2014

Mr. Ben Croy  
City of Novi Engineering Department  
26300 Lee Begole Drive  
Novi, Michigan 48375

**Re: Construction Testing and Observation Services  
City of Novi 2014 Neighborhood Roads-Asphalt  
Novi, Michigan**

Dear Mr. Croy:

Testing Engineers & Consultants, Inc. (TEC) is pleased to submit our proposal to provide Construction Testing and Observation Services for the City of Novi 2014 Neighborhood Roads-Asphalt in Novi, Michigan.

### Scope of Testing and Observation Services

It is anticipated that the construction materials testing and observation services will include but not necessarily be limited to the following:

- **Subgrade (Proofrolls and Subgrade Stabilization Testing)** – TEC will provide a Senior Engineering Technician or Geotechnical Professional/Engineer to:
  - a. Observe proof-rolling operations and make recommendations for undercutting and/or stabilization, if required.
- **Aggregate Base (Density Testing of Compacted Aggregate Base)** – TEC will provide a Senior Engineering Technician/Inspector to:
  - a. Provide field technician for observing aggregate base placement and performing field density and moisture content tests, along with any required lab testing.

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All services undertaken are subject to the following policy. Reports are submitted for exclusive use of the clients to whom they are addressed. Their significance is subject to the adequacy and representative character of the samples and the comprehensiveness of the tests, examinations and surveys made. No quotation from reports or use of TEC's name is permitted except as expressly authorized by TEC in writing.

CONSULTING ENGINEERS & FULL-SERVICE PROFESSIONAL TESTING AND INSPECTION  
OFFICES IN ANN ARBOR, DETROIT, AND TROY  
FOUNDED IN 1966

## Testing Engineers & Consultants, Inc.

Client: City of Novi Engineering Department

Date: June 4, 2014

TEC Proposal Number: 010-14-0202

- **Asphalt Paving Testing and Inspection** – TEC will provide a Senior Engineering Technician to perform observation and testing of aggregate base materials and asphalt leveling and wearing courses.
  - a. Observe laydown of asphalt paving, check temperatures and proper compaction of asphalt material.
  - b. Perform testing of concrete curbs/gutters and drives for proper air content, slump, unit weight and cast cylinders for compressive strength testing.
  
- **Concrete Drives, Curbs and Sidewalks** – TEC will provide a Senior Engineering Technician/Inspector to:
  - a. Provide observation during forming of footings and foundations and placement of structural concrete.
  - b. Sample and test for structural concrete. Testing of concrete will include measurement of its slump, air content, and temperature.
  - c. Perform laboratory compressive strength tests on cured concrete cylinders.

### TEC Schedule of Fees

#### Personnel:

• Administrative Assistant .....	Hour	\$ 25.00
• Senior Engineering Technician, ST .....	Hour	\$ 39.00
• Project Engineer/Manager .....	Hour	\$ 95.00
• Professional Engineer .....	Hour	\$ 110.00

#### Laboratory Tests:

• Concrete Cylinder Tests .....	Each	\$ 12.00
• Sieve Analysis .....	Each	\$ 65.00
• Moisture Density Relationship of Soils .....	Each	\$ 120.00
• Marshall Density .....	Each	\$ 135.00
• Mix Design Review .....	Each	\$ 150.00
• Extraction and Sieve Analysis .....	Each	\$ 170.00

#### Equipment/Reimbursables:

• Nuclear Density Gauge .....	Day	\$ 25.00
• Site Trips .....	Trip	\$ 40.00

## Testing Engineers & Consultants, Inc.

Client: City of Novi Engineering Department

Date: June 4, 2014

TEC Proposal Number: 010-14-0202

### Breakdown of Estimated Fees

Inspection/Testing Activity	Estimated Quantity	Units	Unit Cost	Sub-Total	Total
<b>Subgrade (Proofrolls and Subgrade Stabilization Testing)</b>					
Senior Engineering Technician, ST	5	Half Day	\$156.00	\$780.00	<b>\$780.00</b>
<b>Aggregate Base (Density Testing of Compacted Aggregate Base)</b>					
Senior Engineering Technician, ST	15	Days	\$312.00	\$4,680.00	
Nuclear Density Gauge	15	Days	\$25.00	\$375.00	
Soil Moisture Density Relationship	3	Each	\$120.00	\$360.00	
Sieve Analysis	3	Each	\$65.00	\$195.00	<b>\$5,610.00</b>
<b>Asphalt Paving Testing and Inspection</b>					
Senior Engineering Technician, ST	20	Days	\$312.00	\$6,240.00	
Nuclear Density Gauge	20	Days	\$25.00	\$500.00	
Mix Design Review	2	Each	\$150.00	\$300.00	
Marshall Density	4	Each	\$135.00	\$540.00	
Extraction and Sieve Analysis	15	Each	\$170.00	\$2,550.00	<b>\$10,130.00</b>
<b>Concrete Drives, Curbs and Sidewalks</b>					
Senior Engineering Technician, ST	5	Half Day	\$156.00	\$780.00	
Mix Design Review	1	Each	\$150.00	\$150.00	
Concrete Cylinder Tests	20	Each	\$12.00	\$240.00	<b>\$1,170.00</b>
<b>Engineering Support/Reimbursables</b>					
Administrative Assistant	20	Hours	\$25.00	\$500.00	
Project Manager/Engineer	20	Hours	\$95.00	\$1,900.00	
Professional Engineer	2	Hours	\$110.00	\$220.00	
Site Trips	55	Trips	\$40.00	\$2,200.00	<b>\$4,820.00</b>
				<b>Testing Estimate</b>	<b>\$22,510.00</b>

### Terms and Conditions:

1. A four-hour minimum, inclusive of travel time and equipment charges, will apply to field services. The four-hour minimum will not apply to material sampling, cylinder collection, or engineering services.
2. Laboratory work that needs immediate attention will be billed at 1.5 times the standard test rate. This applies to work required to be performed on Saturdays or after 5:00 p.m. on weekdays. Work required to be performed on a Sunday or Holiday will be billed at 2.0 times the standard test rate.
3. Unless otherwise stated, local and on-site travel will be invoiced at the applicable personnel rate and \$0.60 per mile, portal-to-portal from TEC facilities. Lodging, subsistence and transportation for out-of-town services are invoiced at cost plus 20%.
4. The invoice will be based upon the actual work performed and at the quoted rates. Unless otherwise stated, invoices are due 30 days from the invoice date. An administrative fee of 1.5% per month will be added to all delinquent accounts. It is agreed that the client is liable for all costs and expenses of collection, including reasonable attorney's fees, whether or not legal proceedings are instituted. Disputes of invoiced amounts must be submitted in writing within 30 days of invoice date.

**Testing Engineers & Consultants, Inc.**

Client: City of Novi Engineering Department

Date: June 4, 2014

TEC Proposal Number: 010-14-0202

**Terms and Conditions: (cont'd)**

5. The TEC fee for depositions, court appearances, expert witness, legal assistance, litigation, preparation, or other legal work is \$150.00 per hour plus expenses.
6. Except for circumstances caused by the willful misconduct of TEC, all claims for damages asserted against TEC by a client or third party, including claims against TEC's directors, officers, shareholders, employees and agents, are limited to the lesser amount of \$25,000 or the total dollar value of this contract.
7. All reports, plans, specifications, computer files, field data, notes and other documents prepared by TEC, as instruments of service shall remain the property of TEC. TEC shall retain all common law, statutory and other reserved rights, including the copyright thereto. The client shall not reuse or make any modifications to reports, plans, specifications, computer files or other documents without the prior written authorization of TEC.
8. In an effort to resolve any conflicts that arise during this project or following the completion of this project, the client and TEC agree that all disputes between them arising out of or relating to this project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

TEC appreciates the opportunity to propose our services on this important project in the City of Novi. Please contact us if you have questions or need additional information.

**Issued by TEC:**

**Accepted by:**



\_\_\_\_\_  
Ruben E. Ramos, P.E.  
Vice President  
Engineering and Construction Services

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Firm/FEIN.

\_\_\_\_\_  
Date

RER/jb