

cityofnovi.org

CITY of NOVI CITY COUNCIL

Agenda Item 5
November 10, 2008

SUBJECT: Approval of resolution to authorize Budget Amendment #2009-3

SUBMITTING DEPARTMENT: Finance *JS*

CITY MANAGER APPROVAL: *Pro Tem*

BACKGROUND INFORMATION:

Attached is the Budget Amendment which includes the additional allocation for the Fuerst Property Improvements. Also included in this Amendment are; Mobile-Eyes Software upgrades and several grant related items (continued from prior fiscal year).

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2009-3

| | 1 | 2 | Y | N |
|-------------------------|---|---|---|---|
| Mayor Landry | | | | |
| Mayor Pro Tem Capello | | | | |
| Council Member Crawford | | | | |
| Council Member Gatt | | | | |

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

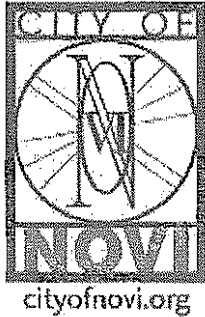
**BUDGET AMENDMENT #2009-3
RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment #2009-3 is authorized:

| | <u>INCREASE (DECREASE)</u> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| GENERAL FUND | |
| REVENUE | |
| Grants - Federal Grants (Youth-Alcohol Overtime Reimbursement; Federal Forfeiture reimbursement; Paid-on-call recruitment grant) | \$ 75,210 |
| Appropriation of Fund Balance | 172,050 |
| | <u>\$ 247,260</u> |
| APPROPRIATIONS | |
| BUILDING & GROUNDS | |
| Capital Outlay - Land Improvements (Fuerst Property Improvement) | \$ 147,000 |
| POLICE | |
| Personal Services - Overtime (Youth Alcohol Enforcement Grant; DEA case) | 50,150 |
| FIRE | |
| Other Services & Charges - Data Processing; Paid-on-call recruitment (Mobile Eyes software annual maintenance fee; Assistance to Firefighters Grant for communication equipment, City's match approved 5/12/08) | 55,310 |
| Capital Outlay - Thermal Imaging Cameras (savings) | (5,200) |
| | <u>\$ 247,260</u> |
| MAJOR STREET FUND | |
| REVENUE | |
| Appropriation of Fund Balance | \$ 198,575 |
| APPROPRIATIONS | |
| Construction (Beck/Ten Mile Intersection cost overruns including ROW) | \$ 198,575 |
| LOCAL STREET FUND | |
| REVENUE | |
| Appropriation of Fund Balance | \$ (38,000) |
| APPROPRIATIONS | |
| Construction (Adjustment for prior year neighborhood roads) | \$ (38,000) |
| DRAIN FUND | |
| REVENUE | |
| Appropriation of Fund Balance | \$ (268,855) |
| APPROPRIATIONS | |
| Construction (Bishop/Taft Basin - Grant Match; Remove \$309,000 of activity recorded in 2007-8) | \$ (268,855) |

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi at a regular meeting held on November 10, 2008 .

**Maryanne Cornelius
City Clerk**



TO: KATHY SMITH-ROY, FINANCE DIRECTOR
FROM: FRANK A. SMITH, FIRE CHIEF *FAS*
SUBJECT: BUDGET AMENDMENT
DATE: OCTOBER 31, 2008

In FY 2007/08 the Fire Department purchased the software and services of the Mobile-Eyes program for fire inspections and responder safety. The attached price quote for \$6,411 is the annual cost for the software upgrades, support and server space. This amount requires a budget amendment for 101-337.00-802.00.

This cost was not included in the FD budget for FY 2008/09 and it appears that this was a personal oversight during the budget process. The FD is currently using the Mobile Eyes software and pleased with the product. The City of Novi IT Department also evaluated this product and supported our original request for purchase. Our critical fire inspection records reside on the servers of Mobile Eyes and it is very important that we maintain our ability to access these on-line records now and for future budgets. I am submitting this request for a budget amendment to cover this sustaining cost for the current year.



MOBILEeyes™ Pricing Sheet PURCHASE OPTION

| Annual software subscription fees | | | | |
|-----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|------------------|
| Qty | Description | Unit Price | # of Years | Total Item Price |
| 6 | MobileEyes™ Fire Inspection Solution Mobile (tablet-based) component and web-based admin and reporting component. | \$ 1,000 | 1 | 5,997 |
| | MobileEyes™ Fire Plus ME Fire plus invoicing and payment tracking for inspections, permits, and licenses. | \$ 2,599 | 1 | |
| | MobileEyes™ Building Inspection Solution Mobile (tablet-based) component and web-based permit, fees, and inspection admin and reporting component. | \$ 2,999 | 1 | |
| | MobileEyes™ Deluxe ME Fire and Building in one integrated solution for multi-disciplinary departments. | \$ 3,999 | 1 | |
| | MobileEyes Onboard Codes™ - NFPA Custom NFPA® code content licensed and formatted for MobileEyes. One license shared by all dept. users. | | 1 | |
| 6 | MobileEyes Onboard Codes™ - ICC ICC® code content licensed and formatted for MobileEyes. (\$69/code/user/yr) | \$ 69 | 1 | .414 |
| | SmartDraw™ Maintenance Fee - Covers help desk service and annual software upgrades. | \$ 59 | 1 | |
| Sub Total | | | | \$ 6,411 |

| Other software license fees | | | | |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|------------------|
| Qty | Description | Unit Price | # of Years | Total Item Price |
| | MobileEyes Responder™ Companion to MobileEyes™. Feeds pre-plan drawings & information to trucks and command vehicles. One license per station. Covers all vehicles in the station. | \$ 599 | N/A | |
| | SmartDraw™ - Easy-to-use Pre-Plan Drawing Tool. 5+ licenses - \$197 per license; 10+ licenses - \$179 per license | \$ 219 | N/A | |
| Sub Total | | | | \$ - |

| One-Time Implementation Expenses | | | | |
|------------------------------------------------------------------------------------------------------------------------------------|------------|--|--|-------------|
| Data loading & Implementation | | | | |
| Description | Unit Price | | | |
| Account setup, data loading of occupancy records & code sets, and pre-implementation work. Small (1-5), Medium (6-15), Large (>15) | \$ 1,499 | | | |
| Sub Total | | | | \$ - |

| Training classes & on-site support | | | | |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------|--------------|------------------|
| Qty | Description | Unit Price | Max Students | Total Item Price |
| | MobileEyes™ Fire / Fire Plus Admin Training - 8 hour training program | \$ 899 | 8 | |
| | MobileEyes™ Fire / Fire Plus Inspector Training - 6 hour training program | \$ 899 | 8 | |
| | MobileEyes™ Building / Deluxe Admin Training - 16 hour training program | \$ 1,798 | 8 | |
| | MobileEyes™ Building / Deluxe Inspector Training - 6 hour training program | \$ 899 | 8 | |
| | SmartDraw™ User Training - 2 hour Web-delivered training program | \$ 299 | 8 | |
| | MobileEyes™ Field Support - optional on-site or in-field support (priced per 1/2 day) | \$ 599 | N/A | |
| All training classes delivered on-site, except SmartDraw User Training. | | | | |
| Sub Total | | | | \$ - |

| Computer equipment & peripherals | | | | |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--|------------------|
| Qty | Description | Unit Price | | Total Item Price |
| | Motion Computing LE1700 Tablet-PC w/ Intel Core Solo 1.2GHz, XGA VAD (ViewAnyWhere), 1GB RAM, 80GB HDD, XP MotionPak 3-Year Warranty, Additional Standard Battery & Battery Charger, Bump Case for LE-1700, Additional Digitizer Pen. | \$ 2,899 | | |
| | MobileEyes™ Setup - configuration and setup of each tablet-PC | \$ 200 | | |
| | Upgrade to Intel Core 2 Duo LV Processor L7400 | \$ 200 | | |
| | LE-series Flexdock Docking Station | \$ 260 | | |
| | Portable Printer - HP Deskjet 460wbt Bluetooth™ Mobile Printer | \$ 399 | | |
| Sub Total | | | | \$ - |

| Travel & Living Expenses | | |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| Est cost | Description | Not to Exceed Price |
| | IF APPLICABLE, travel and related expenses related to training and implementation. Average travel expenses include: \$350 (airfare), \$85 per day (rental car), \$30 (fuel), \$30 (parking), \$99 per night (lodging & tax), \$40 per day (meals) | |
| Sub Total | | \$ - |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-----------------|
| MobileEyes PURCHASE option | Total One-Time Expenses | \$ - |
| Please ensure that the purchase order is setup as follows: Terms Net 15, Progress Billing by Line Item, Recurring Annual Subscription Fees | Total Recurring Expenses | \$ 6,411 |
| | Total Year 1 Order | \$ 6,411 |

| | |
|-----------------------|---------------------------|
| Company / Department: | Novi Fire Dept |
| Contact Name & Phone: | Jeff Johnson 248-349-2162 |
| Quote Date: | October 27, 2008 |
| Purchase Order No.: | |
| Authorized Signature: | |



cityofnovi.org

CITY of NOVI CITY COUNCIL

Agenda Item E
October 20, 2008

SUBJECT: Approval to award a contract for engineering services for the Storm Water Modeling and Analysis of Regional Detention Basins upstream of Meadowbrook Lake project to URS Corporation for a not-to-exceed design fee of \$65,000.

SUBMITTING DEPARTMENT: Engineering *RH*

CITY MANAGER APPROVAL: *PA for Oct*

| | |
|-------------------------------|---------------------------|
| EXPENDITURE REQUIRED | \$ 65,000 |
| AMOUNT BUDGETED | \$ 50,000 |
| APPROPRIATION REQUIRED | \$ 15,000 |
| LINE ITEM NUMBER | 210-211.00-870.500 |

BACKGROUND INFORMATION:

This project is comprised of two components: 1) GIS integration of regional detention basin data; and, 2) modeling of the storm water system upstream of Meadowbrook Lake. The project was initiated in the FY2008-09 budget as *GIS Mapping of Regional Basins & Storm Sewer Facilities* in the amount of \$50,000, and was a recommended project from the 2004 Storm Water Master Plan update. As the scope of the project was refined during the preparation of the request for proposals, the Engineering Department identified an opportunity to increase the scope of the project with a slight increase in cost to accomplish a more significant task: hydraulic modeling.

The 2006 Storm Water Master Plan Phase II recommended that "due to flooding in the Meadowbrook Lake District, all new development sites upstream of this location should be required to fully detain runoff to the City's current ordinances." The hydraulic model will provide data to assist in making informed decisions to change policy in this regard. (Please see discussion in Rob Hayes' memorandum dated October 1, 2008 for additional background as it relates to the Middle One Rouge River subwatershed in general, and hydraulic modeling in particular).

The enlarged scope would accomplish the following tasks/goals:

- Integration of regional detention basins into appropriate GIS layers (original scope)
- Identification of stream bank erosion areas that would be candidates for stream bank stabilization (including identification of locations for possible grant opportunities)
- Modeling of the storm water system upstream of Meadowbrook Lake to determine if the City's practice of utilizing regional basins in the study area should continue (recommendation from 2006 Storm Water Master Plan phase II).

The regional basin data that is generated from the modeling task will be incorporated into the overall city GIS system. The completed model will then be used by Engineering staff to evaluate the system as sites are developed to better understand the impact of increased impervious area on the regional basins. The computer model proposed is very similar to the model that is currently being used for the water system and the sanitary sewer system. The consultant has provided a proposal to integrate the model into the GIS for an additional fee of \$15,000, however staff would like to first gain a better understanding of the data and the integration process before a recommendation on this additional scope can be made.

The attached Request for Proposals (RFP) was sent to the six engineering consulting firms that have been pre-qualified for utility-related engineering work. The RFP was structured with two alternates to allow more flexibility with the scope and budget: Alternate A is a smaller "pilot" area containing the Cedarsprings Regional Detention Basin; and, Alternate B, which includes the entire area upstream of Meadowbrook Lake. Alternate A would only accomplish a very small portion of the ultimate goal of modeling the watershed upstream of Meadowbrook Lake, but would provide an estimate of cost to complete the pilot area that could be extrapolated to include the larger study area. Based on the lower than expected fees provided, Engineering recommends Alternate B (modeling and collecting GIS data for the entire area upstream of Meadowbrook Lake).

Four proposals were received and each was evaluated using Qualifications Based Selection (QBS) procedures, with a greater weight assigned to the project approach criterion. The results of staff review of the proposals are as follows:

| Firm | Engineering Fee (Selected Alternate B) | Staff Review Score | Proposal Rank |
|------------------------------|----------------------------------------------|-----------------------|------------------|
| URS Corporation | \$ 65,000 | 1610 | 1 |
| Orchard Hiltz & McCliment | \$232,200 | 1565 | 2 |
| Stantec | \$251,000 | 930 | 3 |
| Anderson Eckstein & Westrick | \$98,250 | 895 | 4 |

Of the four firms that submitted proposals, URS had the highest staff review score and met all requirements listed in the RFP (see attached URS's proposal dated July 29, 2008 and Engineering staff's proposal scoring summary for reference). Additionally, URS had the lowest engineering fee.

RECOMMENDED ACTION: Approval to award a contract for engineering services for the Storm Water Modeling and Analysis of Regional Detention Basins upstream of Meadowbrook Lake project to URS Corporation for a not-to-exceed design fee of \$65,000.

| | 1 | 2 | Y | N |
|-------------------------|---|---|---|---|
| Mayor Landry | | | | |
| Mayor Pro Tem Capello | | | | |
| Council Member Crawford | | | | |
| Council Member Gatt | | | | |

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