



CITY of NOVI CITY COUNCIL

Agenda Item F
January 10, 2011

SUBJECT: Approval to award an amendment to the engineering services agreement with Spalding DeDecker Associates (SDA) for construction engineering services related to Fuerst Park Phase 1 improvements project in the amount of \$13,611.

SUBMITTING DEPARTMENT: Parks, Recreation, and Cultural Services
 Department of Public Services, Engineering Division *BL*

CITY MANAGER APPROVAL: *[Signature]* *R24* *[Signature]*

EXPENDITURE REQUIRED	\$ 13,611
AMOUNT BUDGETED	\$ 652,250
LINE ITEM NUMBER	101-265.00-971.100

BACKGROUND INFORMATION:

Spalding DeDecker Associates (SDA) provided construction engineering services for the Fuerst Park Phase 1 Improvements including contract administration and construction inspection services. SDA's original contract amount of \$13,800 was awarded administratively in March 2009. The award was made prior to implementation of the current fee structure for public projects; therefore, the fee structure was based on the private development fee template (see attached) and a construction value of \$198,000. The awarded fee was 7.0% of the construction value. The fee was awarded prior to construction award so SDA could assist with bidding the project. After the award to SDA, additional phases were added to the construction project for Fuerst Park increasing the construction value to \$330,981.97 at the time of award to WCI in April 2009 and a final construction value of \$397,474.37 at the time of final payment (a separate item on this agenda).

SDA has submitted a request for additional fees in the amount of \$13,611 for bidding services, contract administration, and construction inspection services associated with the added construction scope (SDA's December 10, 2010 letter is attached). Staff has reviewed the request and recommends the award of \$13,611. The total value of the construction engineering services contract with SDA would be \$27,411, or 6.9% of the construction value.

RECOMMENDED ACTION: Approval to award an amendment to the engineering services agreement with Spalding DeDecker Associates (SDA) for construction engineering services related to Fuerst Park Phase 1 improvements project in the amount of \$13,611.

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

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



December 10, 2010

Mr. Brian Coburn, PE
Senior Civil Engineer
City of Novi Department of Public Services
Field Services Complex
26300 Delwal Drive
Novi, Michigan 48375

Re: Fuerst Park
Request for Construction Engineering Budget Amendment
SDA Job No.: NV09-003

Dear Mr. Coburn:

SDA has provided construction administration and construction observation services for the above mentioned project. As a result of site improvements being added to the original contract as well as design errors and omissions encountered during construction we are requesting the Construction Engineering budget be increased by \$13,611.25. We offer the following items as an explanation for the increased time and effort to coordinate, manage and observe the completion of the Fuerst Park project:

- Bid Tab formulation, revisions to bid tab per City, production of Recommendation of Award and production of contract documents
 1. Construction Administration – 19.25 hrs, dates performed 3/26/09, 3/27/09, 4/3/09, 4/8/09, & 4/9/09
- Redesign for tiered boulder retaining walls.
 1. Construction Administration – 4 hrs, dates performed 5/19/09 & 5/20/09
 2. Construction Observation – 9 hrs, dates performed 5/18/09, 5/19/09, & 5/20/09
- Redesign of path and sidewalk slopes.
 1. Construction Administration – 1.5 hrs, dates performed 6/11/09 & 6/17/09
 2. Construction Observation – 5 hrs, dates performed 6/11/09 & 6/17/09
- Relocation of existing fill stockpile and topsoil stockpile not part of original plan.
 1. Construction Administration – 6.5 hrs, dates performed 5/11/09, 5/28/09 & 5/29/09
 2. Construction Observation – 2 hrs, dates performed 6/1/09
- Coordination of additional fill during grading of site.
 1. Construction Administration – 5 hrs, dates performed 4/24/09, 4/28/09 & 5/7/09
- Coordination and management of eroding granite paths.
 1. Construction Administration – 8.5 hrs, dates performed 6/29/09, 6/25/09, 8/20/09, 8/21/09, 8/25/09, & 11/13/09

Engineering Consultants

Infrastructure • Land Development • Surveying

Mr. Brian Coburn, PE
City of Novi Engineering Division
Page 2

- Addition of tree removal for trees in path (9) and grubbing.
 1. Construction Administration – 1 hr, dates performed 5/12/09
 2. Construction Observation – 2 hrs, dates performed 5/18/09
- Addition of miscellaneous site landscaping.
 1. Construction Administration - 2 hrs, dates performed 9/4/09 & 9/16/09
- Addition of barn footings demolition.
 1. Construction Administration – 1.5 hr, dates performed 6/2/09
 2. Construction Observation – 2 hrs, dates performed 6/2/09
- Addition to bury unsuitable barn footing and cobblestone.
 1. Construction Administration – 1.5 hrs, dates performed 6/3/09
 2. Construction Observation – 2 hrs, dates performed 6/3/09
- Addition of imported topsoil.
 1. Construction Administration – 2 hrs, dates performed 6/10/09
 2. Construction Observation – 5 hrs, dates performed 6/10/09 & 6/11/09
- Addition of Bulletin No. 1 - Bike Rack.
 1. Construction Administration – 2 hrs, dates performed 6/23/09
 2. Construction Observation – 5 hrs, dates performed 6/25/09
- Addition of Bulletin No. 2 - Hand rails and revised grading.
 1. Construction Administration – 5 hrs, dates performed 6/24/09
 2. Construction Observation – 4 hrs, dates performed 6/25/09
- Addition and elimination of Bulletin No. 3 – Flagstone pavers outlining barn.
 1. Construction Administration – 7.5 hrs, dates performed 7/23/09, 7/29/09, 7/31/09 & 8/5/09
- Relocation of light poles.
 1. Construction Administration – 1.5 hr, dates performed 6/12/09
- Addition outside electrical box.
 1. Construction Administration – 7.5 hrs, dates performed 8/26/09, 9/14/09, 9/16/09, 9/22/09 & 9/24/09
- Addition of ground water drainage issue along Taft Rd.
 1. Construction Administration – 1.5 hrs, dates performed 5/12/09
 2. Construction Observation – 2 hrs, dates performed 5/22/09

Engineering Consultants

Infrastructure • Land Development • Surveying

Mr. Brian Coburn, PE
City of Novi Engineering Division
Page 3

- Addition of water proofing of front entrance to Town Hall.
 1. Construction Administration – 5.5 hrs, dates performed 6/15/09, 6/16/09 & 7/2/09
 2. Construction Observation – 5 hrs, dates performed 6/16/09 & 7/7/09
- Addition of irrigation for site and Town Hall.
 1. Construction Administration – 6 hrs, dates performed 7/16/09 & 7/30/09
 2. Construction Observation – 2 hrs, dates performed 7/16/09
- Addition of Town Hall painting.
 1. Construction Administration – 1 hr, dates performed 7/2/09
- Processing of Change Orders 1, 2, 3, and 4 that include all of the above mentioned items.
 1. Construction Administration – 17.5 hrs, dates performed 7/31/09, 8/3/09, 8/5/09, 8/14/09, 8/17/09, 8/19/09, 10/26/09, 10/27/09 & 11/5/09

Total hours for additional Construction Administration: 107.75 hours at \$95/hr = \$10,236.25
Total hours for additional Construction Observation: 45 hours at \$75/hr = \$3,375
Total cost for additional Construction Engineering services for additional items built at Fuerst Park: \$13,611.25

If you have any questions, please do not hesitate to contact us at our office.

It was again a pleasure to work for the City of Novi, especially on this unique park that is now considered a center piece of the community.

Sincerely,

SPALDING DeDECKER ASSOCIATES, INC.



Ted Meadows
Contract Administrator

cc: Aaron Staup, City of Novi – Engineering Department, CE Coordinator (e-mail)
Christopher Robbins, PE, SDA (e-mail)
SDA CE Job File

Engineering Consultants

Infrastructure • Land Development • Surveying



SPALDING DEDECKER ASSOCIATES, INC.

905 South Boulevard East • Rochester Hills • Michigan 48307 • Tel 248 844 5400 • Fax 248 844 5404

February 26, 2009

Mr. Brian T. Coburn, P.E.
City of Novi Engineering Department
45175 West Ten Mile Road
Novi, MI 48375

**Re: Fuerst Park
Construction Services & Fee**
Novi SP No.: 08-0047
SDA Proposal No.: PR09-074

Dear Mr. Coburn:

In response to the City's request, below is a list of items defining the scope of services and fee associated with them for the above mentioned project:

- Contract Administration and Coordination
- Fulltime Construction Observation for the construction of the storm sewer, pavement and curb, sidewalks and paths, retaining walls and associated amphitheatre seating
- As-built preparation and completion
- Control staking
- Fee is on a not to exceed basis

As a result of the defined scope, SDA provides the following fee breakdown:

Item Description	Item Subtotal
Contract Administration	\$1,880.00
Fulltime Construction Observation	\$7,525.00
As-built Preparation and Completion	\$1,595.00
Construction Engineering Fee	
Subtotal	\$11,000.00
Control Staking	\$2,800
Construction Services Total Fee	\$13,800

In addition, please see the attached Control Staking and Contractor Staking specifications for your use in preparation of the construction documents.

If you have any questions, please do not hesitate to contact us at our office.

Engineering Consultants

Infrastructure • Land Development • Surveying



SPALDING DEDECKER ASSOCIATES, INC.

905 South Boulevard East • Rochester Hills • Michigan 48307 • Tel 248 844 5400 • Fax 248 844 5404

Sincerely,

SPALDING DEDECKER ASSOCIATES, INC.

Ted Meadows
Construction Administrator

TMM

Cc: Chris Robbins, PE, SDA (e-mail)
Mike DeDecker, PS, SDA (e-mail)
SDA Job File

Engineering Consultants

Infrastructure • Land Development • Surveying



CITY OF NOVI
Engineering Division
ENGINEERING FEE DETERMINATION

Project Name: Fuerst Park

Date: 01/27/2009

Applicant: _____

Novi SP# 08-47

As-builts to be prepared by: City Engineer Developer

Not Required--No Public Work

Development Type: Multi-Family/Non-Residential ▼

ENGINEERING FEES			
	Inspection Category	Estimated Cost of Improvement	Fee
A.	Sanitary Sewer	\$ -	NA
B.	Storm Sewer (excluding detention basin)	\$ 14,180.00	11.25% \$ 1,595.25
C.	Water Main	\$ -	NA
D.	Paving & Curbing in Public R.O.W.	\$ 79,644.00	9.25% \$ 7,367.07
E.	Grading, Sidewalks, Paving and Misc. Work (not in R.O.W.)	\$ 38,500.00	2.75% \$ 1,058.75
F.	Storm Water Detention Facilities	\$ -	NA
G.	As-Built Preparation Fee -- As-builts prepared by the City Engineer <small>(Use cost of construction of utilities and streets to be made public)</small>	\$ 93,824.00	1.7% \$ 1,595.01
H.	As-Built Review Fee--As-built prepared by developer <small>(Use cost of construction of utilities and streets to be made public)</small>	\$ 93,824.00	NA
I.	Traffic Sign Inspection	\$ -	\$ -
Engineering Inspection Fee			\$ 11,616.07
Administrative Fee (10%)			\$ 1,161.60
Fee Total			\$ 12,777.67
Incomplete Site Work Total (Subtotal for Items A Through E)			\$ 132,324.00
Lot Stakes and Monuments (Platted Subdivisions Only)			
Incomplete Site Work Financial Guarantee Total (1.5X)			\$ 198,486.00
Street Sign Financial Guarantee Number of Signs: _____			\$ -
Storm Water Performance Guarantee (1.5X)			\$ -
Storm Water Maintenance Guarantee (Submitted After PG is Released)			\$ -