

CITY of NOVI CITY COUNCIL

Agenda Item I February 11, 2019

SUBJECT: Approval to award civil engineering services to OHM Advisors to develop the 2019 Transportation Asset Management Plan (TAMP) in the amount of \$17,825.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

CITY MANAGER APPROVAL: *PA*

EXPENDITURE REQUIRED	\$ 17,825.00
AMOUNT BUDGETED	\$ 17,825
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	203-203.00-805.000

BACKGROUND INFORMATION:

In accordance with Public Act 325, which was enacted in July 2018, the City is required to submit a Transportation Asset Management Plan (TAMP) to the Transportation Asset Management Council (TAMC). A TAMP is required for every local agency with 100 or more miles of roadway under their jurisdiction. The purpose of the plan is to create an ongoing process for maintaining, preserving, upgrading and operating physical assets cost-effectively based upon continuous physical inventory and condition assessment. This will ensure that each local agency achieves their established performance goals, as set by the TAMC. While the City is not required to submit the TAMP until October 1, 2022, the Department of Public works has taken the proactive approach to complete the 2019 TAMP and submit earlier as allowed by the TAMC. The 2019 TAMP will include preliminary recommendations on maintenance and a prioritization for the road CIP program from 2020-2024.

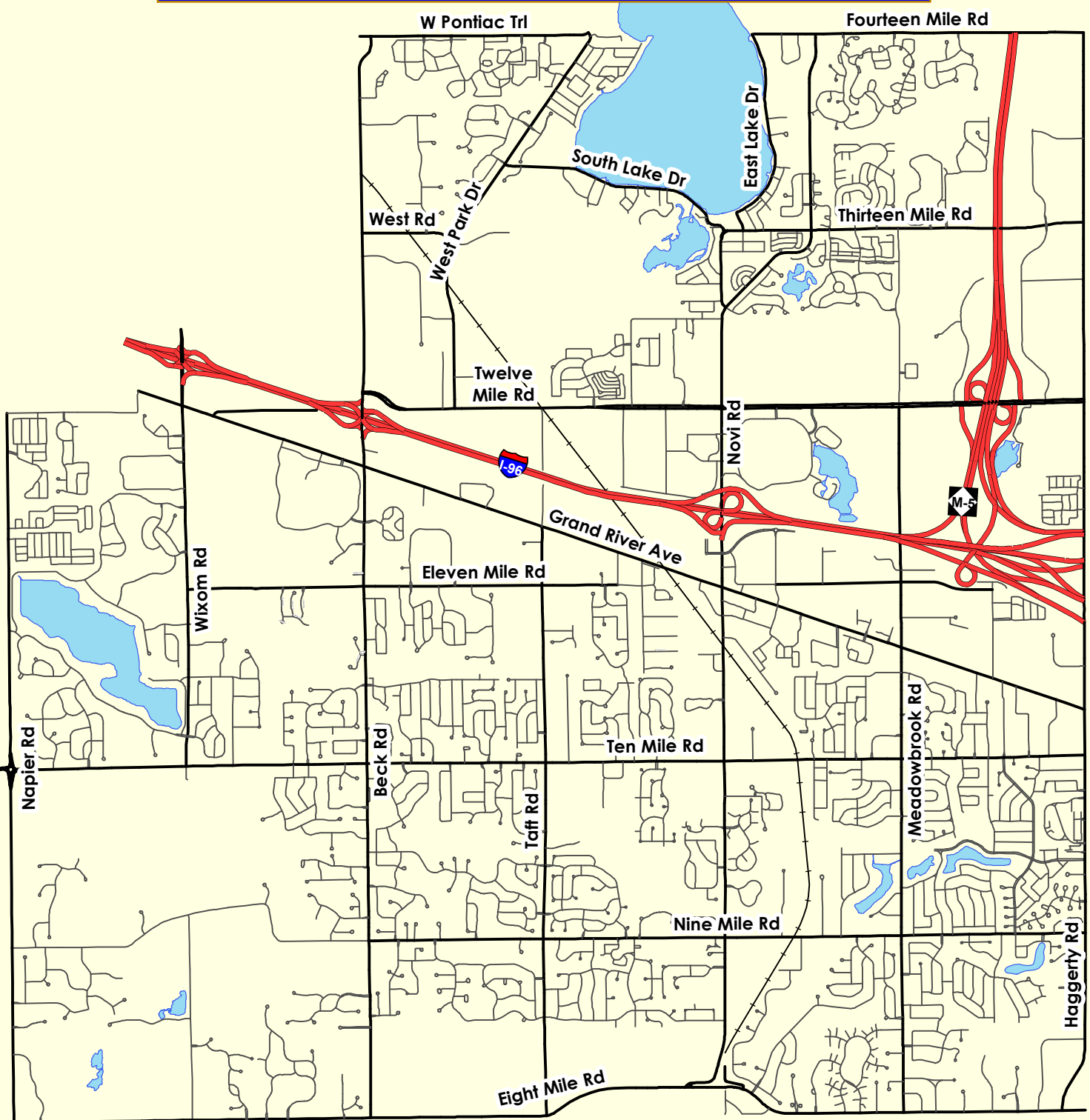
The attached *Design Engineering Services* proposal, as executed by the City's Consulting Engineers, OHM Advisors, outlines the scope of services in more detail. The design fee rate per the Exhibit B Fee Curve Schedule (as part of the City's general Engineering Services Contract with OHM Advisors) is \$115 per hour. The total cost to prepare the TAMP is \$17,825 (155 hours at \$115 per hour). The Engineering Division has reviewed the scope of services proposal and recommends approval.

The plan is expected to be completed by summer 2019.

RECOMMENDED ACTION: Approval to award civil engineering services to OHM Advisors to develop the 2019 Transportation Asset Management Plan (TAMP) in the amount of \$17,825.

2019 Transportation Asset Management Plan

Location Map

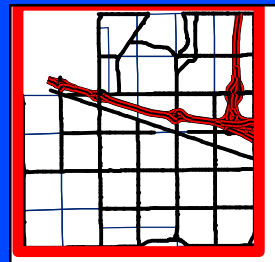


Map Author: Joseph Akers
 Date: January 10, 2019
 Project: TAMP
 Version: 1

Amended By:
 Date:
 Department:

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
 Engineering Division
 Department of Public Works
 26300 Lee BeGole Drive
 Novi, MI 48375
 cityofnovi.org



1 inch = 4,241 feet





December 17, 2018

Jeffrey Herczeg
Director of Public Works
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375

RE: 2020-2024 Transportation Asset Management Plan
Scope of Engineering Services

Dear Mr. Herczeg:

Per your request, the following outlines our proposed scope of services and fee to develop a Transportation Asset Management Plan (TAMP) for the City of Novi. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

The City of Novi would like to develop a five-year plan for its roadway network. Future road maintenance and capital improvements would be based on an asset management approach and the desire to maximize the overall health of the road network. This plan would also serve as a guide for the City in determining funding levels and prioritizing future projects. In accordance with Public Act 325, which was enacted in July 2018, local road agencies with 100 or more miles of road under their jurisdiction will be required to submit a TAMP to the Michigan Transportation Asset Management Council (TAMC). Per the latest schedule released by TAMC, the City of Novi is required to submit a TAMP by 2022.

OHM Advisors will develop a TAMP report for the approximately 190 miles of streets under the City of Novi's jurisdiction. The report will contain the results from the 2018 road rating survey and recommendations for road maintenance, repair, and/or reconstruction. The existing and historical roadway network data will be modeled using the RoadSoft software to determine funding levels needed to meet the City's performance goals. We will analyze the data collected and provide recommendations for optimal treatment methods of the various roads for a five-year period (2020-2024). Existing roadway conditions, performance goals, potential treatment options, and budget considerations will be reviewed with City staff in order to create the TAMP report. The TAMP will be utilized to formulate the City's yearly road maintenance and capital improvement plans.

SCOPE OF SERVICES

The scope of service that OHM will provide includes:

- ▶ Review existing roadway data within RoadSoft and analyze historic treatment conditions.
- ▶ Meet with City staff to review City priorities, budget considerations, maintenance options, and to establish performance goals for the City's roadway network.
- ▶ Conduct a risk of failure analysis for the roadway network including criticality and probability of failure for road segments.
- ▶ Determine cost effective maintenance options and capital improvement needs and establish preliminary budget requirements for those options.

OHM Advisors

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- ▼ Meet with City staff to review preliminary recommendations and determine preferred options for yearly maintenance/CIP program (2020-2024) based on existing conditions, performance goals, risk of failure, and anticipated revenues/expenditures.
- ▼ Summarize asset inventory, performance goals, and risk of failure into report exhibits.
- ▼ Illustrate recommendations for yearly maintenance and capital improvements on maps and tables to be included in the report.
- ▼ Compile all data and exhibits and draft complete TAMP.
- ▼ Review draft TAMP with City staff and incorporate input into final report.

DELIVERABLES

OHM will provide the City with six (6) bound copies as well as an electronic (PDF) copy of the final TAMP.

ADDITIONAL SERVICES

Additional services for any other services not specifically described in the Scope of Services can be performed as part of a separate fee. This would include development of engineering plans for specific projects, geotechnical investigations, collection of traffic data or traffic studies, and preparation of funding applications for future roadway projects.

SCHEDULE

The project will commence immediately upon authorization to proceed. We anticipate that the draft TAMP could be completed by the end of February 2019 for City review. The final TAMP report would be delivered within 4 weeks of final review by the City. This schedule is based upon an authorization to proceed given by January 7, 2019.

FEE


Based on the above outlined scope of services and understanding, our proposed lump sum fee to perform this work is \$17,825.00. Our fee derivation is based on the following breakdown:

- ▼ 35 hours of project management, lead engineer, and QA/QC related time at the standard blanket contract agreement rate of \$115/Hr.
- ▼ 120 hours of staff engineer related time (for all individual engineering staff assigned to the project) at the standard blanket contract agreement rate of \$115/Hr.

Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to working with you on this project.

Sincerely,
OHM Advisors

Authorization to Proceed



 Timothy J. Juidici, P.E.
 Principal-in-Charge
 D: 248.751.3104

 Signature Date

 Printed Name Title

cc: George Melistas, Engineering Senior Manager
Andrew Cousino, OHM
File



STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

JOANNA I. JOHNSON
CHAIR



Michigan
Transportation Asset
Management Council

November 20, 2018

Public Act 51 Agencies
(Address from ADARS Contact list)

RE: Public Act 325 of 2018 Asset Management Plan Schedule

Dear Local Road Agency Partners,

On behalf of the Michigan Transportation Asset Management Council (TAMC) we want to provide you another update on Public Act (PA) [325](#), which was enacted in July 2018. Previously you received a letter sharing information and timelines related to Transportation Asset Management Plans (TAMPs).

PA 325 modifies TAMC's program to include requirements for asset management plans from local road agencies. No later than October 1, 2019, the TAMC shall develop a template for an asset management plan for use by local road agencies responsible for 100 or more certified miles of road and require its submission to the TAMC. No later than October 1, 2019, the TAMC shall establish a schedule for the submission of asset management plans by local road agencies that ensures that 1/3 of these local road agencies submit an asset management plan each year. As we previously shared, the TAMC was working on establishing the submission schedule and has sought feedback from member agencies.

TAMC TAMP Submission Schedule

We are now pleased to share that at its November 7, 2018 TAMC meeting, the TAMC determined the following schedule for TAMP submittals. It was important we provide this information as soon as possible for local agency planning and support. ***Please note, local road agencies can volunteer to advance to an earlier year, however cannot delay to a later year.*** Also note, the Michigan Department of Transportation (MDOT) is not listed in this schedule as the Federal Highway Administration provides oversight of TAMPs coming from state transportation departments, therefore MDOT is not subject to this PA 325 requirement. Lastly, if your agency is not listed on this schedule, your agency is not required to submit a TAMP under this legislation. However, TAMC does encourage all road agencies to utilize our training programs, plan templates and processes to assist you in management of your road system.

Joanna Johnson, Chair – William McEntee, Vice Chair – Derek Bradshaw – Don Disselkoe – Gary Mekjian
Bob Slattery – Jonathan Start – Rob Surber – Jennifer Tubbs – Todd White – Brad Wiefelich

<u>October 1, 2020</u>	<u>October 1, 2021</u>	<u>October 1, 2022</u>
1 City of Wyoming	1 Wexford County	1 City of Westland
2 Wayne County	2 Washtenaw County	2 City of Warren
3 City of Walker	3 Van Buren County	3 Tuscola County
4 City of Troy	4 City of Taylor	4 City of Sterling Heights
5 St. Joseph County	5 City of St. Clair Shores	5 St. Clair County
6 City of Southfield	6 Shiawassee County	6 Schoolcraft County
7 Sanilac County	7 City of Saginaw	7 Saginaw County
8 City of Royal Oak	8 City of Roseville	8 Roscommon County
9 City of Romulus	9 City of Rochester Hills	9 Presque Isle County
10 City of Portage	10 City of Port Huron	10 City of Pontiac
11 Ottawa County	11 Otsego County	11 Oscoda County
12 Osceola County	12 Ontonagon County	12 Ogemaw County
13 Oceana County	13 Oakland County	13 City of Novi
14 City of Norton Shores	14 Newaygo County	14 City of Muskegon
15 Muskegon County	15 Montmorency County	15 Montcalm County
16 Monroe County	16 Missaukee County	16 City of Midland
17 Midland County	17 Menominee County	17 Mecosta County
18 Mason County	18 Marquette County	18 Manistee County
19 Macomb County	19 Mackinac County	19 Luce County
20 City of Livonia	20 Livingston County	20 City of Lincoln Park
21 Lenawee County	21 Leelanau County	21 Lapeer County
22 City of Lansing	22 Lake County	22 Keweenaw County
23 City of Kentwood	23 Kent County	23 Kalkaska County
24 Kalamazoo County	24 City of Kalamazoo	24 Jackson County
25 City of Jackson	25 Isabella County	25 Iron County
26 Iosco County	26 Ionia County	26 Ingham County
27 Huron County	27 Houghton County	27 City of Holland
28 Hillsdale County	28 Gratiot County	28 Grand Traverse County
29 City of Grand Rapids	29 Gogebic County	29 Gladwin County
30 Genesee County	30 City Garden City	30 City of Flint
31 City of Farmington Hills	31 Emmet County	31 Eaton County
32 Dickinson County	32 City of Detroit	32 Delta County
33 City of Dearborn Heights	33 City of Dearborn	33 Crawford County
34 Clinton County	34 Clare County	34 Chippewa County
35 Cheboygan County	35 Charlevoix County	35 Cass County
36 Calhoun County	36 City of Burton	36 Branch County
37 Berrien County	37 Benzie County	37 City of Bay City
38 Bay County	38 City of Battle Creek	38 Barry County
39 Baraga County	39 Arenac County	39 Antrim County
40 City of Ann Arbor	40 Alpena County	40 Allegan County
41 Alger County	41 Alcona County	

TAMC Efforts

TAMC provides a template for TAMPs and it is available on its [website](#). This template is being modified to comply with the new law. In addition, TAMC is working with Michigan Technological University (MTU) to provide formal training for TAMP development with modules designed to assist agencies in completing the required plan elements. There are now training schedules available that can be found on the Center for Technology and Training [website](#).

When TAMPs begin to be submitted in 2020, the TAMC shall review the TAMPs that are submitted and shall compare them to the minimum requirements of the law and the template created by the TAMC to determine whether the TAMP complies with those standards. If the TAMP does not meet those standards, the TAMC shall seek concurrence from MDOT that the TAMP does not meet the TAMC's standards.

Beginning October 1, 2025, if the TAMC determines, and MDOT concurs, that a local road agency has not demonstrated progress toward achieving the condition goals described in its TAMP for its federal-aid eligible county primary road system or city major street system, as applicable, the TAMC shall provide notice to the local road agency of the reasons that it has determined progress is not being made and recommendations on how to make progress toward the local road agency's condition goals. The local road agency shall become compliant within 6 months after receiving the notification.

If you have further questions or concerns, I encourage you to bring them to the attention of any of the members of the TAMC or support staff, and we will do our best to get you an appropriate response. Please take the time to attend the many training sessions offered for continued success in TAMPs. We thank you for all your efforts.

If you have any questions, please don't hesitate to contact me at (269) 381-3170.

Sincerely,



Joanna I. Johnson, Chair

CC: TAMC Members and Member Agencies