



CITY of NOVI CITY COUNCIL

**Agenda Item L
March 10, 2014**

SUBJECT: Approval to award an amendment to the engineering services agreement with Orchard, Hiltz & McCliment for additional design services and for construction engineering services for the Novi Dog Park project in the amount of \$48,800.

SUBMITTING DEPARTMENT: Parks, Recreation & Cultural Services Department
Department of Public Services, Engineering Division *BTC*

CITY MANAGER APPROVAL: *VK* *Rly*

EXPENDITURE REQUIRED	\$ 12,000 Additional Design <u>\$ 36,800 Construction Engineering</u> \$ 48,800 TOTAL (\$22,000 to be paid from Engineering Consulting, with remaining \$26,800 to be paid from Dog Park)
AMOUNT BUDGETED	\$ 250,000 (Dog Park) \$ 69,326 (Engineering Consulting)
LINE ITEM NUMBER	208-691.00-974.095 Dog Park 101-442.10-805.000 Engineering Consulting

BACKGROUND INFORMATION:

The construction of Novi's first off-leash dog area was budgeted as part of the FY13-14 budget in response to the continued popularity of dog ownership and continued trend to provide a setting for dog owners to socialize and relax with their dogs. Dog parks provide space to promote responsible pet ownership, enforce dog control laws, and provide a safe environment for people as well as dogs to socialize. In addition, a dog park promotes public health and safety. Well exercised dogs are better neighbors and less likely to create a nuisance, bark excessively, or destroy property.

The Novi Dog Park is proposed on vacant land owned by the City of Novi behind the Novi Ice Arena. The total fenced area of the proposed dog park is just under 3 acres and will be divided into two sections. The small or timid dog area will be approximately 0.75 acres, with the remaining 2.2 acres for all other dogs. Other amenities will include dog waste stations, benches, tables, drinking fountain to serves pets and humans, and an electronically secured double entry system with key fob access. Additional features will include a sidewalk connection between the Dog Park and the Ice Arena parking lot, on street parking and landscaping to screen the Ice Arena.

The engineering consultant, Orchard, Hiltz & McCliment, has requested an additional design fee for additional work requested by the City that was outside of the scope of the original award. These additional tasks are outlined in the attached Authorization for Additional Services and includes: additional topographical survey including a tree survey, coordination and design of electrical connection to the Ice Arena for lighting, additional of a sidewalk design connecting the dog park to the Ice Arena parking lot, revision to the

design of the parking lot to reduce project costs, coordination related to the key Fob entry system, and re-design to incorporate a paved access drive for maintenance vehicles. The fee for the added scope is \$12,000. Staff has reviewed this request and recommends approval.

The construction phase engineering fees are determined using two components: 1) the contract administration fee, and 2) the construction inspection fee determined using a cost per inspection (crew) day from Exhibit B of the consultant's agreement that is then multiplied by the number of days estimated for inspection. The construction phase fees for this project include a contract administration fee of \$20,800 and an inspection fee of \$16,000 (\$640 per crew day, multiplied by the 25 days estimated for inspection) for a total construction phase engineering fee of \$36,800.

Construction is scheduled to begin this spring, and it is anticipated that work should be substantially complete in the spring or early summer. The construction contract has provisions for the establishment of turf throughout the park, with the intent that the park will be open for use this fall.

RECOMMENDED ACTION: Approval to award an amendment to the engineering services agreement with Orchard, Hiltz & McCliment for additional design services and for construction engineering services for the Novi Dog Park project in the amount of \$48,800.

	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				

Novi Dog Park Location Map



Novi Ice Arena

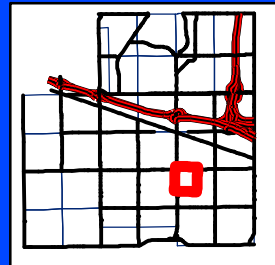
Proposed Dog Park Location

Map Author: Brian Coburn
Date: 3/3/2014
Project:
Version #:

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 Services
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org



1 inch = 395 feet



Authorization for Additional Services #1

Project: **Engineering Services for Novi Dog Park**

Date: 02/14/2014

Description of Additional Services

Our original scope of services for design of this project did not include additional topographic survey or addition of lighting features. A request from the City to eliminate some parking spaces and add a sidewalk connection to the Ice Arena sidewalk was also not included.

Original scope of work:

[Provide itemized list of tasks related to scope change, and provide cost associated with each task]

- Supplemental Topographic Survey (not anticipated in original scope)
- Key Fob system (not in original scope) was discussed to be procured under separate contract directly with the City
- Electrical Lighting Plans (not in original scope)
- Sidewalk Connection to Ice Arena (not in original scope)
- Parking Lot Changes to accommodate sidewalk connection and reduce construction costs
- Paved access drive for maintenance vehicles (not in original scope)

Amount authorized for original scope: \$0

Proposed scope of work:

[Provide itemized list of tasks related to scope change, and provide cost associated with each task]

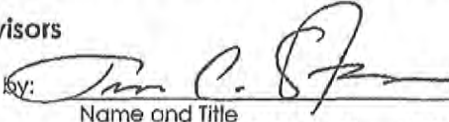
- Supplemental topographic survey was determined to be needed along the north park area along steep slope for fence placement and south of the access drive area along existing ditch for widening of the new access drive. A detailed tree survey of the southeast park area was also requested. The additional tasks result in a cost increase of \$2,700.
- Electrical lighting for the parking area requested by the City included coordination with Ice Arena operators, site visit to obtain existing power conditions, preparation of lighting plans, electrical plans, and photometric plan. The additional tasks result in a cost increase of \$4,100.
- Design and plan changes requested by the City to incorporate an additional sidewalk connection from the proposed parking lot to the existing sidewalk at the Ice Arena. The additional tasks result in a cost increase of \$2,000.
- Design and plan changes requested by the City to reduce the number of parking spaces to try and keep the construction costs close to the original budget while adding the sidewalk connection to the Ice Arena. City's ultimate decision was to reduce half of the parking spaces. The additional tasks result in a cost increase of \$1,500
- Design and plans changes requested by the City to incorporate a paved access drive for maintenance vehicles to access the dog park from the main access drive. The additional tasks result in a cost increase of \$800.

- Request by city to include the Key Fob system into our specifications required coordination and meeting with the manufacturer's representative and incorporation of their system into the project specifications. The additional tasks result in a cost increase of \$900.

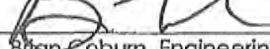
Proposed budget amount for new scope: \$12,000


Based on the revised scope of services, we request authorization for an increase of \$12,000 to the amount authorized under the previous scope of services.

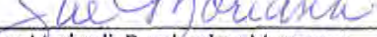
OHM Advisors

Requested by:  Date: 3-3-14
Name and Title
JAMES C. STEVENS, ASSOCIATE

CITY OF NOVI

Reviewed by:  Date: 3/3/14
Brian Coburn, Engineering Manager

Approved by:  Date: 3/3/14
Rob Hayes, Director of Public Services

Approved by:  Date: 3/6/14
Sue Moranti, Purchasing Manager

Authorization for Additional Services #2

Project: **Construction Engineering Services for Novi Dog Park** Date: 03/04/2014

Description of Additional Services

The original scope of services included work associated with design related engineering tasks. The City has requested that OHM provide construction engineering related services including Contract Administration and Inspection.

Original scope of work:

[Provide itemized list of tasks related to scope change, and provide cost associated with each task]

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Amount authorized for original scope: \$0

Proposed scope of work:

[Provide itemized list of tasks related to scope change, and provide cost associated with each task]

- Contract Administration includes services related to preparing and submitting pay estimates, work change directives, review of shop drawings, construction staking for layout of sidewalk, access drive, parking lot, concrete pad, benches and fencing, supervision and management of construction staff, construction engineering; contractor coordination, pre-construction meetings, progress meetings, and contract closeout procedures.

Proposed budget amount for new scope: \$20,800

- Inspection includes daily observation of construction activities, recording pay item quantities, and preparing daily construction reports. We understand that the City requests we provide inspection for items related to site civil related work and does not include restoration, watering, mowing, fencing, interior electrical work, or key fob system. We anticipate 25 crew days in effort to complete the inspection work at a rate of \$640 per day. The City will only be charged for the actual number of crew days performed by the contractor.

Proposed budget amount for new scope: \$16,000

Based on the revised scope of services, we request authorization for an increase of \$36,800 to the amount authorized under the previous scope of services.

OHM Advisors

Requested by:




Name and Title

JAMES C STEVENS, ASSOCIATE

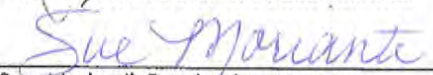
Date:

3-4-14

CITY OF NOVI

Reviewed by:  Date: 3/5/14
Brian Coburn, Engineering Manager

Approved by:  Date: 3/5/14
Rob Hayes, Director of Public Services

Approved by:  Date: 3/6/14
Sue Moranti, Purchasing Manager