CITY OF NOVI CITY COUNCIL
JANUARY 26, 2026

SUBJECT: Consideration of approval to award engineering design services to OHM Advisors for the construction of a roundabout at the intersection of 11 Mile Road and Taft Road, in the amount of $98,000.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The City was awarded Congestion Mitigations and Air Quality Improvement (CMAQ) funding through SEMCOG for FY 2027.
- Roundabouts are a proven safety countermeasure for intersections per the Federal Highway Administration (FHWA).

FINANCIAL IMPACT

	FY 2025/26
EXPENDITURE REQUIRED	**$ 98,000.00**
BUDGET **Major Street Fund 202-449.20-975.206**	**$ 202,757.00**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

The City, with the help of its consultant, OHM Advisors, applied for a Congestion Mitigations and Air Quality Improvement (CMAQ) Grant through SEMCOG in 2024 for a roundabout (RAB) at Taft Road and 11 Mile Road. In 2025, the City was awarded $1.4 million for construction of the project, to be obligated in fiscal year 2027. The estimated construction cost of the project is also $1.4 million. The proposed RAB will be a single lane RAB like the one at 9 Mile Road and Taft Road. Currently, the intersection is a 4-way stop. Replacing the 4-way stop with an RAB is expected to improve traffic

flow and driver safety through the intersection. Pedestrian crossings will be added and improved as needed.

OHM Advisors prepared a scope of services for the design of a roundabout at the intersection of 11 Mile Road and Taft Road. The attached proposal outlines the detailed scope of services. The design fee will be $98,000, which is based on the consultant fee table and estimated construction cost of $1.4 million.

Design will begin immediately after the award with construction expected to start after school lets out in June 2027. The project will be administered through the Michigan Department of Transportation's (MDOT) Local Agency Programs (LAP) unit.

RECOMMENDED ACTION: Approval to award engineering design services to OHM Advisors for the construction of a roundabout at the intersection of 11 Mile Road and Taft Road, in the amount of $98,000.

11 Mile Rd & Taft Rd Roundabout

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Right of Way
- Dedicated
- Prescriptive
- Highway Easement
- Tax Parcels

Street Centerline
- Major Road

N

Feet
0 50 100 200

Map Author: Runkel
Map Print Date: 1/20/26

January 13, 2026

Mr. Jeffrey Herczeg
Director of Public Works
City of Novi - Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375

RE: Scope of Design Engineering Services
Taft and 11 Mile Roundabout

Dear Mr. Herczeg:

Per your request, the following outlines our proposed scope of services and fee to perform design engineering, for the above referenced project. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

In late 2024, OHM helped the City apply for a Congestion Mitigations and Air Quality Improvement (CMAQ) Grant through Southeast Michigan Council of Governments (SEMCOG) for a roundabout at Taft Road and 11 Mile Road. In February of 2025, a grant of $1.4 million was awarded for the project which is the approximate amount of the construction cost for the project, excluding engineering fees and right-of-way acquisition services. The roundabout will be a single lane roundabout similar to the one installed at Taft Road and 9 Mile just a few years ago. The existing three lane wide approaches of each leg of the intersection will be reconstructed and reorganized to support the new traffic flow. Given that this grant came from federal sources, the project will need to be administered through the Michigan Department of Transportation's (MDOT) Local Agency Programs (LAP) Unit and was directed by the grant agency to be constructed in 2027. The City should be aware that this federal aid process is much longer than a City administered project and will require more extensive plans, documentation, and analysis.

SCOPE OF SERVICES

The following outlines our work plan to accomplish the scope of services for this project as noted above:

TASK 1: DATA COLLECTION

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

- Organize and attend a kickoff meeting with City staff to verify project objectives, design criteria, and specific delivery schedule.
- Review existing utility information and record drawings for the project area.
- Perform a site review to identify elements that are sensitive to project which includes access issues, geometric deficiencies, drainage features, and utility facilities within the project area.
- Complete National Environmental Policy Act (NEPA) Form to satisfy the funding requirements.
- Coordinate design engineering services with Geotechnical Engineer and Right-of-Way acquisition services.

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TASK 2: BASE PLAN DEVELOPMENT

Under this task, we will develop preliminary geometrics for the project. The design will be developed in accordance with the current version of MDOT's Local Agency Programs Guidelines for Geometrics, AASHTO's A Policy on Geometric Design of Highways and Streets 2011 edition, and City Standards. Specific work efforts include:

- Prepare typical roadway cross-sections for the project.
- Develop preliminary geometrics based on directed pavement section and any necessary geometric corrections.
- Develop preliminary utility routes, connections, and materials.
- Evaluate sidewalk / pathway connections to be included along the project route.
- Verify grading and right-of-way (ROW) impacts associated with the proposed roadway and determine initial construction limits.
- Prepare a Maintenance of Traffic concept for the City's review and general concurrence.
- Develop early cost estimates for the project.
- Arrange and attend one (1) project meeting with City staff to review their base plan review, if desired.
- Identify and begin preparation of permit packages that will be required.

TASK 3: PRELIMINARY PLAN DEVELOPMENT

Based on comments received from the Base Plan review, Preliminary Plans will be created. These plans will include input from several elements, including roadway geometrics, utility evaluation, traffic analysis, geotechnical evaluation, and special provisions. Specific work efforts include:

- Develop road and utility plans in accordance with current AASHTO and City standards based on comments received from the City on base plans. Plans will be prepared using a scale of 1"=40' (profile scale 1"=4').
- Develop pavement marking and signing plans within the affected influence of the project in accordance with MMUTCD requirements.
- Detailed maintenance of traffic plans will be provided for the project per the approved concept completed during the Base Plan phase. The maintenance of traffic plans will be developed for input from stakeholders.
- Create special provisions for all non-standard MDOT pay items.
- Compute preliminary quantities and create preliminary Engineer's Opinion of Probable Construction Cost.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Arrange and attend one (1) project meeting with City staff to review their preliminary plan review, if desired.
- Submit to MDOT LAP for a Grade Inspection (GI) review meeting.
- Submit permit packages to the applicable agencies.

TASK 4: FINAL PLAN DEVELOPMENT

Based on comments received from City and MDOT from the Preliminary Plan review, Final Plans will be created. Specific work efforts include:

- Finalize design plans based on comments obtained.
- Complete construction details.
- Finalize detailed grading.
- Prepare items of work and associated quantities.
- Prepare a final engineer's opinion of probable cost.
- Respond to any permit comments received.
- Submit all documents to MDOT and address any revisions that may be needed.
- Answer questions during the MDOT bidding process.

SCHEDULE

The following outlines our anticipated schedule milestones related to the main tasks of the described work assuming right-of-way acquisition progresses at a reasonable rate:

- 50% Submittal to City – June 2026
- GI Submittal to MDOT – September 2026
- Final Package Submittal to MDOT – December 2026
- MDOT Bid Letting – March 2027
- Construction Start – June 2027 (in observance of adjacent schools)

FEE

Per the fee schedule in the Civil Engineering Consulting Services Agreement between the City and OHM Advisors, the fee for this project would be ninety-eight thousand dollars ($98,000). The fee derivation is based on the following breakdown:

Taft and 11 Mile – Road Reconstruction	$	1,400,000.00	6.50%	$	91,000.00
*Additional MDOT Design	$	1,400,000.00	0.50%	$	7,000.00
Total					**$ 98,000.00**

EXCLUSIONS, ASSUMPTIONS AND CLARIFICATIONS

The following summarizes our assumptions associated with this proposal:

- The City will be responsible for all permit application fees and permit fees.
- The City will be in charge of acquiring all necessary property/right-of-way required for the project, including meeting with and preparing exhibits for the impacted residents and/or businesses.
- No public meetings will be required for the design engineering.
- Geotechnical services are anticipated to be required for the design and construction of this project, but are not included in this scope of work. These services will be provided by the City's Geotechnical Consultant under a separate contract.

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 continuing our work with you.

Sincerely,
OHM Advisors

Alex Parent, P.E.
Project Manager

Authorization to Proceed

Signature Date

Printed Name Title

cc: Ben Croy, City
Rebecca Runkel, City
Tim Juidici, OHM