



CITY OF NOVI CITY COUNCIL
APRIL 3, 2023

SUBJECT: Approval to award engineering design services to Spalding DeDecker for the design of walking trails and play structure clearing and grading at Northwest Park in the amount of \$26,019.00.

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

EXPENDITURE REQUIRED	\$ 26,019.00
AMOUNT BUDGETED	\$ 31,220.00
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	208-752.00-977.000

BACKGROUND INFORMATION:



In April 2022, the Parks, Recreation and Cultural Services department received a grant from Oakland County in the amount of \$100,000 for the development of Northwest Park, located on 12 Mile Road east of the Andelina Ridge Subdivision. The grant will be used towards park improvements including gravel and natural walking paths and a nature based play structure. A gravel parking lot was constructed in 2022 as part of the 12 Mile Road paving project.

City engineering consultant, Spalding DeDecker prepared a scope of services for design of the trails and clearing and grading of the playground space. The attached design engineering services proposal outlines the detailed scope of services. The design fee for this project will be \$26,019.00 (11.25% of the estimated construction cost of \$231,280). Spalding DeDecker's engineering fees are based on the fixed fee schedule established in the Agreement for Professional Engineering Services for Public Projects. Design of this project would begin following award with construction expected to start in July 2023.

RECOMMENDED ACTION: Approval to award engineering design services to Spalding DeDecker for the design of walking trails and play structure clearing and grading at Northwest Park in the amount of \$26,019.00.



Legend

-  Crushed Stone Trail
-  Natural Trail

Map Author: Runkel
 Date: 3-20-23
 Project: Novi Northwest Park
 Version #: 4

Northwest Park Conceptual Plan

Park feature locations are approximate



City of Novi
 Integrated Solutions Team
 Geospatial Resources Division
 45175 Ten Mile Rd
 Novi, MI 48375
 cityofnovi.org



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.

March 3, 2023

Rebecca Runkle, PE
Engineering
City of Novi
26300 Lee BeGole Drive
Novi, Michigan 48375

**Re: Northwest Park Pathways
Proposal for Design Engineering Services
Job No. PR23-057**

Dear Rebecca Runkle:

Spalding DeDecker (SD) is pleased to provide the following proposal for engineering design services to construct walking paths and clear a play space in Northwest Park.

Project Understanding

A parking area was constructed as part of the recent 12 Mile Road Improvements project. The City desires to clear a space for a play area and construct a pathway system throughout the park.

The playground area to be cleared and graded will be approximately 70'x40' and will be located east of the south end of the parking lot.

For the proposed dirt trails, a 6' wide area will be cleared and stumps will be ground. For the proposed crushed stone trails, an 8' wide area will be cleared, and a 6' wide stone path will be placed.

Proposed Scope of Services

Our scope of services will include the following:

- Meet with City staff to finalize detailed scope of the project.
- Prepare a topographic survey of the area of improvements. Trees 10" and larger diameter will be identified in the survey. Detailed topographical survey elevations will be obtained in the area of the future play equipment.
- Prepare preliminary plans for review. Detailed grades will be shown across the proposed clearing for the play area. Aerial imagery and GIS will be used to define the proposed trail system.

- Apply for applicable permit approvals.
- Prepare engineering plans and specifications for bidding and construction. The plans will include:
 - Cover Sheet
 - Notes and Details
 - Proposed Plan Sheet
 - City Standard Details, as needed
- Assist with the bidding process
 - Publish bid documents to electronic plan rooms
 - Prepare bid tabulation
 - Make Recommendation for Award

Proposed Fees

Based on our pre-qualification status with the City, engineering design fees are typically based on a pre-determined percentage of the pre-design construction cost estimate. A preliminary cost estimate for the project has been generated with an estimated cost of \$231,280.00. Based on this estimated cost, the fee for this project is:

Design Phase Services (11.25% of estimated cost) - **\$26,019.00**

Project Schedule

The following summarizes the anticipated schedule for the project:

<u>Milestone</u>	<u>Completed By</u>
Council Award	3/20/2023
Topographic Survey	3/27/2023
30% Plans	3/21-4/21/2023
90% Plans and Specifications	5/10/2023
100% Bid Package and Advertising	5/17/2023
Bid Opening	6/7/2023
Construction Contract Award by Council	6/19/2023
Construction Start, estimated	7/5/2023
Construction Complete, estimated	8/6/2023



Thank you for the opportunity to provide this proposal for Engineering Services. Please do not hesitate to contact me if you have any questions or comments regarding this submittal.

SPALDING DEDECKER ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Taylor E Reynolds".

Taylor E Reynolds, PE
Project Manager