



**Special Study Session City Council Meeting
6:00 PM, MONDAY, DECEMBER 16, 2013
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335**

SPECIAL STUDY SESSION MEETING AGENDA

1. ROLL CALL

Roll Call

2. APPROVAL OF AGENDA

3. DISCUSSION - FARMINGTON ROAD DESIGN

1. Consideration to Approve Engineering Agreement with Orchard Hiltz & McCliment (OHM) for the Farmington Streetscape Project

4. CLOSED SESION - LAND ACQUISITION

5. PUBLIC COMMENT

6. COUNCIL COMMENT

7. ADJOURNMENT

**Farmington City Council
Staff Report**
Council Meeting Date:
December 16, 2013

**Reference
Number
(ID # 1442)**
Submitted by: Vincent Pastue, City Manager

Description: Consideration to Approve Engineering Agreement with Orchard Hiltz & McCliment (OHM) for the Farmington Streetscape Project

Requested Action:
Background:

The Downtown Development Authority received a grant of approximately \$670,000 for the Farmington Road Streetscape Project. The proposed work would take place between Grand River and Slocum Street. The grant requires that funds must be encumbered by September 30, 2014. This is a relatively short time frame to complete 80% of the design and allow five or six months for the Michigan Department of Transportation (MDOT) to schedule it as part of their grade inspection; MDOT will be managing the construction phase of the project similar to Drake Road.

The other challenge is that we have not totally resolved concerns expressed by the Michigan State Historic Preservation Office (SHPO) that the project would have a negative impact from a historic preservation standpoint. SHPO will not render a formal determination until we are at the 80% design phase. Feedback from MDOT and SEMCOG, who administer and approved the grant application, has been favorable. The question remains whether they would sign off on a grant that SHPO says would have a negative historic impact.

Attached is a proposal from OHM for the design phase of the project. Their proposal includes the cost of Grissim Metz Andreis & Associates who have served as the landscape architects for all recent streetscape projects in the Downtown area. The not-to-exceed cost is \$154,900. The DDA would contribute \$50,000 toward the design with the balance coming from the City Capital Improvements Fund. The City Manager will provide an updated forecast for the Capital Improvements Fund at the study session.

This item is on the study session for discussion. The City Council may request that it be placed on the regular session agenda for approval.

Agenda Review
Review:

Vincent Pastue **Pending**
City Manager **Pending**
City Council **Pending**



ARCHITECTS. ENGINEERS. PLANNERS.

October 1, 2013

Farmington Downtown Development Authority
33316 Grand River Avenue
Farmington, MI 48336

Attention: Ms. Annette Knowles
Subject: Farmington Road Streetscape
Proposal for Preliminary Engineering Services

Dear Ms. Knowles:

Thank you for the opportunity to submit this proposal to provide Preliminary Engineering Services for the Farmington Road Streetscape. OHM Advisors is pleased to present this proposal in conjunction with Grissim, Metz, Andriese Associates (GMA). We understand the project obtained Transportation Alternatives Program (TAP) funding through the efforts of the City of Farmington and the Farmington Downtown Development Authority (DDA). OHM Advisors and GMA are familiar with Farmington Streetscape projects and the program requirements that come with TAP funding, including the administration of the project through the MDOT Local Agency Programs (LAP) group.

The proposal provides information for project understanding/deliverables, schedule and fee estimation. We have also noted where there may be some enhancements to the streetscape and/or the design process.

PROJECT UNDERSTANDING

The project consists of a complete reconstruction of Farmington Road from Grand River Avenue to Orchard Street, as well as striping and signing improvements on Farmington Road from Orchard Street to Freedom Road. The reconstruction will include traffic calming measures, pedestrian safety features and aesthetic improvements. Traffic calming measures include the reduction of the number of traffic lanes, as supported by a traffic analysis; new on-street parallel parking, which shall enhance and preserve access to the historic buildings and businesses within the project area; and the reconfiguration/reduction of driveways and curb cuts within the project area. Pedestrian safety will be enhanced by reducing the number of curb cuts that penetrate the sidewalk, improving the mid-block crosswalk by adding a safety island, widening the sidewalks and improving the lighting, as well as promoting walkability and handicapped accessibility. Aesthetic improvements include installing brick-pavers, improving landscaping, adding site furnishings such as bike racks and benches, and installing pedestrian-oriented navigational aids. The streetscape is to comply with the applicable sections of the Americans with Disabilities Act (ADA), TAP requirements, the Road Commission for Oakland County (RCOC) requirements and any local ordinances. The conceptual improvements outlined above and assumptions made for scoping this project were based on the grant application submitted to MDOT.

It is known that there are challenging areas within the project limits. These areas include working around and

near historical buildings, as well as maintaining ADA accessibility to the businesses. OHM Advisors and GMA have reviewed the project and offer the following approach and project scope to accomplish the goals of this project. A list of assumptions made by OHM Advisors precedes the project scope and tasks.

ASSUMPTIONS/CLARIFICATIONS

OHM Advisors will:

- Compile the construction drawings and take the lead on the overall plan set development.
- Complete the electrical design necessary for street lighting and other desired electrical features, similar to the past streetscape projects.
- Create and/or compile specifications (special provisions) needed for the streetscape as well as the road design, and submit them in MDOT format for LAP projects.
- Conduct utility coordination meetings and complete the needed supplemental survey and supply elevations to GMA.
- Design and set elevations of top of curb, sidewalk ramps and level landings and roadway.
- Coordinate all permits and also develop a "maintenance of traffic plan" for the project.
- Coordinate necessary meetings as needed.
- Make all needed submittals and prepare all needed permit applications as outlined in the scope section of the proposal.

GMA will:

- Complete the drawings and specifications for the streetscape behind the back of curb within the project limits including landscape design, irrigation, lighting layout and fixture/duplex outlet recommendations.
- Provide OHM Advisors all needed special provisions for streetscape items located behind the curb.
- Supply OHM Advisors quantities for the streetscape design and OHM Advisors will enter them all into MERL format required for the LAP submittal.
- Be responsible for setting all elevations behind the curb (streetscape portion).

SCOPE OF SERVICES

Task 1 – Preliminary Concept

The majority of this task is complete. However, OHM Advisors and GMA will hold a kickoff meeting and meet with the DDA and appropriate City Staff to finalize any issues and discuss changes from the concept drawings that were submitted in the TAP grant application. Any necessary modifications will be made and will then become the basis for further construction drawing development. OHM Advisors and GMA will then present design criteria and a conceptual plan on an aerial image to the City of Farmington and the Farmington DDA.

Task 2 – Design Survey

Some of the survey work in the roadway has already been completed during the preparation of the conceptual drawings for the grant. Supplemental survey work will begin upon OHM Advisors receiving authorization to proceed. For those instances where our survey crew did not obtain all the data, additional shots behind the curb will be necessary. Locations and elevations of building finished floors, adjacent parking lots and other infrastructure will also be obtained during this survey. Tasks to be accomplished include:

- **Control:** Verify previously established control.
- **Right-of-Way:** Verify and Obtain property and ROW information and tie to project control.
- **Topographic Survey:** Obtain all necessary existing physical features and elevations to provide information for preparing plans, with a focus on meeting all ADA requirements.

Task 3 – Utility Coordination

OHM Advisors will notify applicable utility agencies, as a representative of the City of Farmington, with regards to the proposed project. We will request information regarding the existing and proposed facilities within the project limits from all necessary utility companies to be incorporated in the construction drawings. Our team will coordinate with the City of Farmington to schedule and hold a utility meeting (up to two meetings), with one at the GI, to resolve any conflicts. If conflicts require relocations of existing utilities, OHM Advisors will coordinate with the City of Farmington and the utility company involved.

Task 4 – Develop Base Plans

The plans will include a cover sheet, removal sheets, typical cross sections, plan sheets with alignment and geometrics. Pedestrian signal plans will identify needed locations of new or relocated traffic signal equipment. GMA will develop the streetscape plans as well as irrigation details. OHM Advisors will work with GMA and develop the electrical/street lighting plans. Preliminary alignment and elevations will be used for the purpose of refining the quantities needed on the project in order to prepare a preliminary opinion of probable cost. OHM Advisors will assess drainage impacts and show the locations of required structures and storm sewer. During this task, our team will notify the City of Farmington of any potential temporary grading easements that may be necessary, and will be prepared to discuss options with the City and the property owner(s). OHM Advisors and GMA will meet with the City of Farmington and the Farmington DDA to obtain approval to proceed prior to further development of the plans.

Task 5 – Geotechnical Investigation

OHM Advisors will coordinate with TEC to provide geotechnical information for this project. It is assumed that we will receive up to five (5) cores and borings (10 feet deep) within the project limits. TEC will provide a report on existing subsurface conditions and provide recommendations for cross-sections. Core and boring logs will be included in the bid package.

Task 6 – Preliminary Plans

OHM Advisors and GMA will further develop plans and special provisions in conformance with MDOT LAP requirements. Our team will prepare detailed construction plans at a 1"=40' scale on 22"x34" sheets, as well as update the opinion of probable cost. If any critical issues are uncovered that were not originally discussed at the base plan meeting, OHM Advisors and GMA will meet with the City of Farmington prior to the MDOT Grade Inspection (GI) meeting. At that point, OHM Advisors will finalize the identification of any necessary grading easements, and then OHM Advisors and GMA will both attend the GI meeting. Additional finished elevations and necessary cross-sections and details will be included in this plan set at this time. OHM Advisors and GMA will also refine the plan sheets for traffic control, electrical, soil erosion and sedimentation control, pavement marking, signage, and streetscape details.

Task 7 – QA/QC

OHM Advisors and GMA will perform internal QA/QC prior to all submittals with emphasis on grade inspection and final plan delivery. A QA/QC review meeting will be conducted by the design team so the streetscape and road design do not conflict.

Task 8 – Public Meetings

OHM Advisors and GMA will prepare exhibits for one (1) public meeting that will be coordinated by City of Farmington and Farmington DDA staff, as well as attend the public meeting. OHM Advisors and GMA will provide two complete sets of plans for purposes of presentation to the public.

Task 9 – Final Plans & Bidding

OHM Advisors and GMA will finalize the plans and special provisions based on comments received at GI meeting, as well as prepare any applications for necessary permits or reviews. The permits/reviews that are assumed to be necessary include SHPO, WRC SESC permit, MDOT Permit and RCOC approval.

The final submittal will be sent to MDOT in electronic format and will include the following:

1. Final Plans
2. Specifications (8 1/2" x 11" Special Provisions)
3. Engineer's Opinion of Probable Construction Cost in MERL format
4. Field Notes and Copies of Quantity Calculations, if required

OHM Advisors and GMA will answer questions during the bidding process as requested by MDOT, City of Farmington, and/or Farmington DDA. MDOT will bid the plan set through the MDOT LAP Process.

DELIVERABLES

- Task 1.....Finalized Conceptual Drawing
- Task 2.....Design Survey Files
- Task 4.....Basic Plans
- Task 5.....Geotechnical Report
- Task 6.....Preliminary Plans
- Task 8.....Plans (2) for public use
- Task 9.....Final Plans, Estimate and Bidding Documents.

ADDITIONAL ASSUMPTIONS AND CLAIRIFICATIONS

- The City will be responsible for all review and permit fees applicable to the project.
- Construction services are not included in the proposal.
- Bidding will be completed by MDOT, and the time associated with RFI's during the bidding period is not included in this proposal.
- Traffic Impact Studies or traffic counts are not assumed to be needed and are not included in the scope of services.
- Any meetings above and beyond those outlined in the scope of services are not included in the design fee.

FEE

OHM Advisors will invoice the City of Farmington for the above stated services monthly on an hourly, not-to-exceed basis.

OHM Advisors	\$90,400.00 (Estimated Hourly – Not to Exceed)
Grissim Metz Andriese	\$59,100.00 (Estimated Hourly – Not to Exceed)
TEC (Geotechnical)	\$5,400.00 (Estimated Hourly – Not to Exceed)

The total fee is estimated to be \$154,900.00 (Hourly – Not to Exceed).

ACCEPTANCE

If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed.

Thank you for giving us the opportunity to present this proposal to you in conjunction with Grissim, Metz, Andriese Associates. We look forward to working with you throughout this project.

OHM Advisors
CONSULTANT

City of Farmington DDA
CLIENT



(Signature)

Jonathan W. Kramer, P.E.

(Name)

Annette Knowles

Vice President of Operations

(Title)

DDA Director

(Date)
