



MEMORANDUM
REGULAR CITY COUNCIL MEETING
Wednesday, December 13, 2023

TO: The City of the Village of Douglas City Council

FROM: Lisa Nocerini, City Manager

SUBJECT: Recommendation: Phase 1 Engineering Proposal for Next Phase of Blue Star Trail and providing a 50% cost share for two grant applications

The Friends of the Blue Star Trail (FOTBST) have engaged the City of the Village of Douglas and Saugatuck Township on the next phase of the Blue Star Trail, which will extend from Wiley Road in Douglas south to M-89 in the Township. Proposals for phase 1 engineering services were solicited, and two proposals were received in response. After review, we collectively recommend the project be awarded to Prein & Newhof for a not-to-exceed amount of \$49,000.

P&N believe the Township and Douglas would be competitive for Transportation Alternative Program and Michigan Department of Natural Resources Trust Fund grants to support the construction of this next phase of the Blue Star Trail. The FOTBST have generously agreed to cover the entire cost of phase one engineering services. However, the City of the Village of Douglas would be responsible for a 50% cost share for grant application(s) at \$8,000. The current city budget will be amended to accommodate the cost share of \$3500.00 for the MDNR Trust Fund Grant, and I will be requesting that the \$4500.00 is approved in the FY2024-2025 Budget. The Trust Fund grant is due in April of 2024, and therefore, the expense needs to be approved under the current fiscal year. The TAP grant is due in October of 2024.

The details of these agreements are clarified in the proposed Interlocal Agreement between the City of Douglas, Saugatuck Township, along with the Engineering Agreement between the FOTBST and the City and Township. The City Council should also consider using its existing Professional Service Agreement with P&N for phase 1 engineering services and grant support.

I am recommending that the City Council consider entering into an Interlocal Agreement with Saugatuck Township. The City Attorney has reviewed the agreements.

BUDGET ACTION REQUIRED

\$3500.00 under the FY2023-2024 budget for the MDNR Trust Fund Grant
\$4500.00 pre-approval, to add this item to the FY2024-2025 budget for the TAP Grant

Proposed Motion(s): Move to approve the Interlocal Agreement to retain engineering services with Saugatuck Township and the Agreement for payment of certain engineering services with the Friends of the Blue Star Trail and City of Douglas.

Move to request Prein & Newhof complete Phase 1 Engineering Services for the Wiley Rd to M89 Section of the Blue Star Trail at a not-to-exceed cost of \$49,000, to be paid for by Friends of the Blue Star Trail, and provide 50% of funding (\$8000.00) splitting the cost with the

Township, for the TAP and Trust Fund Grant support under existing General Service Agreement.

*Attached:
Interlocal Agreement
Engineering Agreement
Professional Services Agreement
Prein & Newhof Proposal*