

TO: Township Board of Trustees

FROM: Deby Henneman, Township Coordinator

DATE: August 30, 2023

AGENDA ITEM TOPIC: Grant – MNDR #TF22-0107 – Spicer Group Agreement – Prime Professional Services for Bennett Park & Water Trail Access Improvements
Number of Supporting Documents: **1**

Requested Action

To direct the Township Clerk to enter into an agreement with Spicer Group at a cost not to exceed \$74,400 for Grant Administration, Survey, Design, and Project Bidding for MDNR Grant #TF22-0107, project to be completed by August 31, 2025 as outlined in the terms of the Development Project Agreement drafted by the MDNR.

Background

In April of 2022, the captioned grant was submitted, and funds were granted in December of 2022. This grant is for proposed upgrades to the play area, parking area, and trails, in Manly Bennett Park (West), as well as some upgrades for the access to the Huron River Water Trail.

The terms of the agreement require that we have a Prime Professional act as Project Manager to assist with the grant and oversee the RFP and contractor selection process. Because of their familiarity with the project during the grant process, it is my recommendation that we retain Spicer Group to perform the duties of Prime Professional for the captioned grant, in an amount not to exceed \$74,400. As always, I will be available to administrate the grant internally and provide the needed support to the consultant.