



July 16, 2025

Charles Boulard, Community Development Director
City of Novi
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Subject: Proposal for Wetland and Woodlands Delineation Services – Parcel 50-22-10-400-048

Mr. Boulard,

Merjent, Inc. (Merjent) presents this proposal to support the City of Novi with environmental services for a 10-acre property located at 43640 Twelve Mile Road (Parcel #50-22-10-400-048). It is our understanding that the City of Novi intends to purchase the subject property in the future. The scope of work and cost estimate for the requested services is provided below.

Scope of Work

Task 1: Wetland Delineation

Merjent would complete a wetland delineation following U.S. Army Corps of Engineers and Michigan Department of Environment, Great Lakes, and Energy (EGLE) standards for the proposed development area of Parcel 50-22-10-400-048. The subject property is approximately 10 acres in size.

The wetland delineation includes identification of other potentially regulated features including wetlands, waterways, and waterbodies. Data collected in the field would be collected using a GPS unit capable of sub-meter accuracy. Delineated wetlands would be flagged in the field. A wetland delineation report that includes applicable data forms and maps would be provided. Additionally, shapefiles of the wetland delineation results would be provided for future use on Site Plan documents and a dwg file projected to NAD 1983 Michigan State Plane South will also be provided. All field data and reporting can be provided within 2 weeks of completion of field work.

Task 2: Woodland Delineation

Merjent will complete a Woodlands Delineation on the subject property according to criteria outlined in Chapter 37 of the City Woodland Protection ordinance. Merjent will flag all Regulated Woodland within the subject property. Regulated Woodland includes large trees, large and small shrubs, and herbaceous groundcover typical of woodlands within southeast Michigan. Merjent will document dominant species of all strata within the flagged Regulated Woodland areas identified. A section of the Wetland Delineation report will be devoted to the general description, overall health, and dominant species identified within the flagged woodlands. Woodlands identified on site will be incorporated into the wetland delineation figures and noted with appropriate labeling. Digital information collected in the field will be included with shapefiles and a DWG provided to the City.

COST ESTIMATE

Merjent's estimated costs for the scope of work (Tasks 1 and 2) described above totals **\$4,000**. Billing will be on a time and material basis; not to exceed the purchase order amount. Should additional services or



out-of-scope tasks be requested, a change order request will be submitted to the City of Novi for approval. Invoices will contain information on billed time and materials and/or expenses that were incurred.

Project Assumptions

The cost estimate for this proposal is based on the following assumptions:

- This proposal is valid for 60 days from the date of this proposal.
- Merjent is prepared to execute the on-site field work within 2 weeks of project approval.
- Site access and a survey boundary will be provided by the City of Novi prior to commencing field work.
- Work is limited to the specific tasks and deliverables outlined in the scope.
- Additional requests (e.g., additional site visits or agency meetings/coordination) are considered out-of-scope and will require a change order.

CLOSING

Please do not hesitate to contact me if you have any questions regarding the proposed approach and assumptions. I look forward to hearing from you.

Sincerely,



Jason DeMoss, PWS

Environmental Consultant

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