



March 5, 2026

Ms. Rebecca Runkel
City of Novi
Field Services Complex
26300 Lee Begole Drive
Novi, MI 48375

Reference: Supplementary Scope and Fee Letter to AAS 1 for Neighborhood Sidewalk Program

Dear Ms. Runkel,

AECOM has performed preliminary design work in establishing the scope of the 2025-2026 Neighborhood Sidewalk Program. The preliminary work was done with the assistance of the ICC-IMS data that was collected in the summer of 2025.

AECOM has utilized the ICC-IMS data to quantify which subdivisions should be addressed first and also identify the locations that have been deemed "severe". This information has also been used in order to compile preliminary cost estimates for proposed work.

Analysis:

AECOM will walk each subdivision and "severe" locations identified to take detailed notes of each location. These detailed notes will include address, type of deficiency, and quantity of work to be performed. AECOM will also identify locations with potential tree conflicts to communicate with the City of Novi forestry team so they can analyze if the tree should be removed as a part of the upcoming construction contract. Utilizing this compiled data, AECOM will establish revised construction estimates.

Plans and Proposal:

AECOM will develop the contract documents for the 2025/2026 Program. These contract documents will include the Project Manual, specifications, a log of work, and any miscellaneous details and drawings that may be required.

In coordination with the City, AECOM will establish a Base Bid for minimum work to be completed as well as 1-2 Alternate Bid subdivisions to include. Including Alternate Bids will be beneficial because construction cost estimates have been volatile recently and some projects attract a large amount of prospective bidders, thus resulting in highly competitive low-bid situations. Additionally, with the wide range of work all around the City it is difficult to accurately estimate Lump Sum costs and amount of crew days to be bid. Performing this additional work will give the City flexibility to add construction if the finances allow.

AECOM Great Lakes, Inc.
39575 Lewis Drive, Suite 400
Novi, MI 48377
Tel: 248.204-5900
Fax: 248.204.5901



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Construction:

AECOM will assist with full construction engineering and inspection as well. This will be established at a later date.

Estimated Cost of Scoping Fees:

The preliminary scoping fee was \$24,500.00. This amount will be reduced from the full estimated design fee.

Severe Construction Cost Estimate	= \$186,738.20
Multiple Neighborhood Construction Cost Estimate	= \$971,316.50
TOTAL	= \$1,158,054.70
Design Fee: \$1,158,054.70 x 8.5%	= \$98,434.65
Preliminary Scoping Fee:	= (\$24,500.00)
TOTAL	= \$73,934.65

We understand that should Novi require AECOM's services, any fees for crew days or construction oversight will be established at a later date.

Please contact me if you have any questions or wish to discuss this submittal.

Sincerely,

AECOM Great Lakes, Inc.

Sean Kelsch, PE
Vice-President

AUTHORIZATION FOR ADDITIONAL SERVICES No. 1

PROJECT: DESIGN: NEIGHBORHOOD SIDEWALK PROGRAM (CITY-WIDE)
DATE: March 5, 2026
P.O. No: 97621

DESCRIPTION OF ADDITIONAL SERVICES:

Preliminary design fee established was to kick off the program. AAS is to bring the total design fee to the normally established fee based on the Civil Engineering Master Services Agreement.

ORIGINAL SCOPE OF WORK:

[Provide an itemized list of tasks related to the original scope and provide a cost associated with each task]

ITEMIZED COST

• <u>Engineering</u>	\$ <u>24,500.00</u>
• _____	_____
• _____	_____
• _____	_____
• _____	_____
• _____	_____
Total amount authorized for original scope: \$ <u>24,500.00</u>	
(Amount should match issued/amended Purchase Order)	

PREVIOUSLY APPROVED AUTHORIZATION FOR ADDITIONAL SERVICES:

• _____	_____
• _____	_____

PROPOSED SCOPE OF WORK:

[Original scope and cost plus (+) an itemized list of tasks and costs related to the proposed scope change]

ITEMIZED COST

• <u>Original Scope</u>	\$ <u>24,500.00</u>
• <u>Additional Design Fee (\$1,158,054.70 Estimated Construction</u>	_____
• <u>Cost x 8.5%) = \$98,434.65 - \$24,500.00 = \$73,934.65</u>	\$ <u>73,934.65</u>
• _____	_____
• _____	_____
• _____	_____
Total proposed amount authorized for new scope: \$ <u>98,434.65</u>	

Based on the revised scope of services, we request authorization for an increase to the amount authorized under the previous scope of services in the amount of:

\$ 73,934.65

AECOM - GREAT LAKES

Requested by: 
Mark Koskinen, Vice President

Date: March 5, 2026

CITY OF NOVI

Approved by: _____
Aaron J. Staup, Construction Engineer

Date: _____

Approved by: _____
Tracey Marzonie, Purchasing Manager

Date: _____