

12 Mile Road Water Main Replacement



Map Author: Runkel
Date: 2/25/26
Project: 12 Mile Rd Widening
Version #: 1.0

Feet
0 325 650 1300
1 inch = 1,075 feet



Project Area



City of Novi

Geospatial Resources Division
Integrated Solutions Dept.
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org



February 6, 2026

Mr. Ben Croy, P.E.
City Engineer
City of Novi, Department of Public Works
26300 Lee Begole Drive
Novi, MI 48375

**RE: Scope of Design Services
 12 Mile Watermain Replacement**

Dear Mr. Croy:

Per your request, the following outlines our proposed scope of services and fee to perform design services to prepare plans and specifications for the above referenced project. This summary includes our project understanding, proposed scope of work, assumptions, schedule, and fee.

PROJECT UNDERSTANDING

The project will consist of watermain replacement related to the RCOC's project on 12-Mile Road between Beck and Novi Road. Due to the road widening and grade changes numerous sections of existing main would have insufficient or excessive cover along with potential to be located under pavement and in conflict with relocated storm sewer and franchise utilities. There are several sections where large culverts and sheet piling have potential to impact the existing main as well. The project will include installation of approximately 2,400 feet of 18-inch HDPE.

Placement of new valves and hydrants will be included in the project. The watermain construction is anticipated to cost approximately \$2.2 million.

SCOPE OF SERVICES

The following outlines our work plan to accomplish the scope of services for this project as noted above:

- Implement existing utility information and record drawings for the project area.
- Perform a site review to identify elements that are sensitive including driveway locations, utility facilities, drainage features, access issues, etc.
- Perform surveys of the project areas where road replacement is anticipated and prepare existing conditions plans.
- Coordinate with the Geotechnical Engineer to assess subsurface soils and ground water conditions of the project area.
- Develop base plans utilizing GIS mapping and existing 1-foot contour grades to establish horizontal and vertical alignments of the water main and prepare typical details.
- Determine road impacts, grading limits, staging, utility conflicts, etc.
- Update construction cost estimate to the preliminary stage, based on this level of design.



- Meet with the City and discuss locations that may require easements and/or temporary grading permits for the project. Confirm staging considerations and traffic control/detours for road closures, utility impacts, etc.
- Prepare design plans and specifications for the project improvements for City review.
- Prepare PA 399 application and plans for the water main permit.
- Prepare a permit application to the Road Commission for Oakland County (RCOC) for installation in the 12-Mile right-of-way.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Prepare SESC plan sheets and permit application.
- Attend one meeting with the City to review the plans and specifications and address any requested revisions.
- Prepare final bid set documents for inclusion in the RCOC bid package.
- Review the RCOC plans and specifications to ensure that potential conflicts are addressed and

SCHEDULE

The following outlines our anticipated schedule milestones of main tasks related to this work:

- 50% plans – October 2025
- Permit plans – February 2026
- 100% plans – April 2026
- Tentative Construction Start – September 2026*
- Tentative Construction Completion – September 2027*

*Schedule based upon current RCOC construction timeline

ASSUMPTIONS

The following summarizes our assumptions associated with this proposal:

- The City will be responsible for all permit application fees and permit fees.
- The proposed work will be done within existing right-of-way. Additional right-of-way and/or easements are not anticipated, but if required, the City will acquire.
- We do not anticipate remediation or removal of contaminated or hazardous soils or materials.
- Development of plans for landscaping or ornamental features are not included.
- Geotechnical information from the RCOC will be sufficient. If additional geotechnical services are anticipated to be required for design and construction of this project, these services will be provided by the City's Geotechnical Consultant under a separate contract.
- Design for private utility relocation or repair is not included.
- In the event any additional services are required by OHM Advisors, an addendum to the supplemental engineering agreement will be submitted for your approval prior to performing said services.

FEE

Per the fee schedule in the Civil Engineering Consulting Services Agreement between the City and OHM Advisors, the fee for this project would be \$143,000 (6.25% x \$2.2 million). Based on the efficiency of combining this project with the RCOC road project, we propose reducing this fee to 4.0%. This results in a proposed lump sum fee to perform the work as outlined in this scope of services of eighty-eight thousand dollars (\$88,000.00). The fee derivation is based on the following breakdown:

Design Fee at 4.0% of construction cost (\$2,200,000) = \$88,000



Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to working with you on this project.

Sincerely,
OHM Advisors

Authorization to Proceed

Timothy J. Juidici, P.E.
Principal-in-Charge

Signature

Date

Printed Name

Title

Encl: Cost Estimate

cc: Jeff Herczeg, Director of Public Works
Rebecca Runkel, Project Engineer
Andrew Cousino, OHM
File