



September 18, 2023

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

Reference: Scope and Fee Letter for
2024 Neighborhood Road Program

Dear Ms. Runkel,

AECOM is pleased to submit this proposal for the above referenced project. The Neighborhood Roads Program is anticipated to include two contracts, one for concrete roadways and one for asphalt roadways, as has been done in previous years. The Neighborhood Roads Program includes both reconstruction of roadways, including the aggregate base, and potentially rehabilitation work (typically milling and overlay of asphalt roadways). Each roadway is inspected to determine the appropriate repair work.

The following tasks will be completed for the projects:

Initial Meeting and Scope Verification

The intent of this task is to meet with the City and verify the limits and scope of work for the project. The city will provide a lists of roads that are under consideration for work. AECOM will then perform analysis of each of the roads, their given condition, proposed scope of fix, and a rough estimate of cost. This will help to maximize the amount of work to be completed within the available budget. AECOM will also establish a list of roads and locations for G2 to collect pavement cores and soil borings.

Survey and Base Plans

The intent of this task is to provide topographic survey and base mapping as needed for the proposed design work. We anticipate that a full topographic survey will be required for areas planned for complete reconstruction. For areas where rehabilitation is planned (mill and overlay or pavement repair), base drawings will be created using a combination of survey data, aerial photos, and a detailed field review of the site.

AECOM will prepare base plans (30% - 40% complete) to identify the major design features. These plans will also be used to further the utility investigation and resolution of potential conflicts. Base plans will include the results of the survey information, utility information received in response to our solicitations for information, and a preliminary estimate.

AECOM will obtain existing utility data with a design ticket through the MISS DIG system. In addition, AECOM will distribute the base plan design set to the utility companies that have indicated that they have facilities in the project area. We will incorporate the additional information that utility companies provide to AECOM into the plan set.

Preliminary Plans

Incorporating the information obtained from the above tasks, we will prepare the preliminary plan sets (90%) in accordance with City requirements. Soil boring/pavement core information will be included in the plans. This submittal will include items such as the typical cross sections, materials/quantities, and details. A Project Manual and preliminary updated cost estimate will also be prepared and submitted for each contract.



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Final Plans and Proposal

Incorporating comments from the City, AECOM will develop the final plans submittal, including the plan sets, Project Manual, and cost estimates.

Advertising and Award

We will respond to any final comments received from the City and submit the Advertisements for Bids to the City for publication. Contract Documents will be made available to bidders by AECOM for each contract. AECOM will respond to bidder inquiries during the advertising period and prepare addenda as required. Following the bid opening, AECOM will submit the Bid Tabulation and a letter with recommendations regarding contract award for each contract.

Construction

AECOM will provide full time inspection, contract administration, and staking as required for the projects. Materials Testing during construction will be performed by a geotechnical engineering firm hired directly by the City under the direction of AECOM.

Schedule

AECOM will have assessed all streets, selected streets based on condition and limits, prepared estimates, and prepared base plans by January of 2024 in preparation for a public meeting. AECOM will proceed with the remainder of the design steps and prepare to release the plans for bid in February of 2024 for a March 2024 bid opening.

Estimated Fees:

AECOM will provide Design Engineering services and Contract Administration services per the 2022-2027 Engineering Fees Table.

We understand that the out-the-door cost for the 2024 Neighborhood Roads Program is \$4,650,000. The scope of work will be tailored to meet the proposed budget.

2024 Neighborhood Roads Program Design Fee: $\$3,650,000.00 \text{ (Construction Cost)} \times 5.5\% = \$200,750.00$

We understand that fees for construction phase services will be determined after a construction contract is awarded and that the City will pay the geotechnical firm for soil borings/cores, and materials testing during construction directly.

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

Sincerely,

AECOM Great Lakes, Inc.

A handwritten signature in blue ink, appearing to read "Sean Kelsch".

Sean Kelsch, PE
Vice-President



September 18, 2023

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

Reference: Scope and Fee Letter for
2025 Neighborhood Road Program

Dear Ms. Runkel,

AECOM is pleased to submit this proposal for the above referenced project. The Neighborhood Roads Program is anticipated to include two contracts, one for concrete roadways and one for asphalt roadways, as has been done in previous years. The Neighborhood Roads Program includes both reconstruction of roadways, including the aggregate base, and potentially rehabilitation work (typically milling and overlay of asphalt roadways). Each roadway is inspected to determine the appropriate repair work.

The following tasks will be completed for the projects:

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The intent of this task is to meet with the City and verify the limits and scope of work for the project. The city will provide a list of roads that are under consideration for work. AECOM will then perform analysis of each of the roads, their given condition, proposed scope of fix, and a rough estimate of cost. This will help to maximize the amount of work to be completed within the available budget. AECOM will also establish a list of roads and locations for G2 to collect pavement cores and soil borings.

Survey and Base Plans

The intent of this task is to provide topographic survey and base mapping as needed for the proposed design work. We anticipate that a full topographic survey will be required for areas planned for complete reconstruction. For areas where rehabilitation is planned (mill and overlay or pavement repair), base drawings will be created using a combination of survey data, aerial photos, and a detailed field review of the site.

AECOM will prepare base plans (30% - 40% complete) to identify the major design features. These plans will also be used to further the utility investigation and resolution of potential conflicts. Base plans will include the results of the survey information, utility information received in response to our solicitations for information, and a preliminary estimate.

AECOM will obtain existing utility data with a design ticket through the MISS DIG system. In addition, AECOM will distribute the base plan design set to the utility companies that have indicated that they have facilities in the project area. We will incorporate the additional information that utility companies provide to AECOM into the plan set.

Preliminary Plans

Incorporating the information obtained from the above tasks, we will prepare the preliminary plan sets (90%) in accordance with City requirements. Soil boring/pavement core information will be included in the plans. This submittal will include items such as the typical cross sections, materials/quantities, and details. A Project Manual and preliminary updated cost estimate will also be prepared and submitted for each contract.



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Estimated Fees:

AECOM will provide Design Engineering services and Contract Administration services per the 2022-2027 Engineering Fees Table.

We understand that the out-the-door cost for the 2024 Neighborhood Roads Program is \$4,575,000. The scope of work will be tailored to meet the proposed budget.

2025 Neighborhood Roads Program Design Fee: $\$3,587,500.00 \text{ (Construction Cost)} \times 5.5\% = \$197,312.50$

We understand that fees for construction phase services will be determined after a construction contract is awarded and that the City will pay the geotechnical firm for soil borings/cores, and materials testing during construction directly.

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

Sincerely,

AECOM Great Lakes, Inc.

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Sean Kelsch, PE
Vice-President