



Crescent/Lee BeGole Drive Extension Location Map

Map Author: Runkel
Date: 10-15-25
Version #: 1.0

MAP INTERPRETATION NOTICE
Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

 Proposed Road Project Limits



City of Novi

Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org



0 75 150 300 450
Feet
1 inch = 360 feet



October 15, 2025

Mr. Jeffrey Herczeg
Director of Public Works
City of Novi - Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375

**RE: Scope of Design Engineering Services
Crescent Boulevard / Lee BeGole Drive Extension**

Dear Mr. Herczeg:

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

PROJECT UNDERSTANDING

The City of Novi has long planned to extend Crescent Boulevard to Lee BeGole Drive to create an additional “ring road” loop and improve traffic access for the DPW facility. As part of the overall master plan, the City acquired property to facilitate the roadway connection and to expand public facilities in the area. The acquired property along Lee BeGole Drive has been identified as the location for the City to construct a new Public Safety Headquarters. As such, the new roadway alignment will be shifted to the east and a roundabout constructed at the intersection with 11 Mile Road. This roadway connection would provide a link between Novi Road and 11 Mile Road and provide a critical second access route for the Public Safety and DPW facilities. The City also sought to realign the roadway approach to 11 Mile Road in order to provide optimal alignment for a southern roadway extension to Grand River Avenue.

The proposed roadway consists of 3-lanes of asphalt with concrete curb/gutter and concrete sidewalks, which is consistent with the existing Crescent Boulevard stub. A single-lane roundabout will be constructed at the intersection of 11 Mile Road. The project will include 2 new box culverts to be installed for the drain crossings as well as storm sewer and drainage structures. In addition, new 12-inch water main will be installed along the new roadway alignment from the existing Crescent dead end to 11 Mile. Finally, the existing sanitary sewer running from the DPW facility will be replaced from near the north entrance driveway across the new roadway to the trunkline sanitary sewer for improved flow and reduced maintenance. The roadway connection from 11 Mile to Grand River will consist of 2-lanes of asphalt with concrete curb/gutter. This section will also include enclosure of an existing drainage course and other storm sewer improvements. The total construction cost for the project is anticipated to be approximately \$11.5 million. The project is expected to be constructed in various phases over the next several years in conjunction with the adjacent stream mitigation project and Public Safety Headquarters site.

OHM has been assisting the City since 2018 on proposed road and connection/property options for existing Lee BeGole Drive connecting to Crescent Boulevard, including developing several alignment concepts for the roadway connection. More recently, OHM has been engaged in the design of 12 Mile Road with the Road Commission for



Oakland County (RCOC) in partnership with City. Working with RCOC and the City, the acquired property adjacent to Lee BeGole was identified as a preferred site for this mitigation, which would also be used to mitigate impacts of the Crescent Boulevard extension stream impacts.

SCOPE OF SERVICES

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

TASK 1: DATA COLLECTION

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

- Organize and attend a kickoff meeting with City staff to verify project objectives, design criteria, and specific delivery schedule.
- Review existing utility information and record drawings for the project area.
- Perform a site review and coordination with Public Safety Building project to identify elements that are sensitive to project which includes driveway locations, access issues, geometric deficiencies, drainage features, wetlands, and utility facilities within the project area.
- Schedule and attend a pre-application meeting with EGLE and City to discuss impacts.

TASK 2: BASE PLAN DEVELOPMENT

Under this task, develop preliminary geometrics for the project. The design will be developed in accordance with the current version of MDOT's Local Agency Programs Guidelines for Geometrics, AASHTO's A Policy on Geometric Design of Highways and Streets 2011 edition, and City Standards. The Base Plan Phase represents approximately 30% of the total design. Specific work efforts include:

- Prepare typical roadway cross-sections for the project.
- Develop preliminary geometrics based on selected pavement section and any necessary geometric corrections.
- Develop preliminary utility routes, connections, and materials.
- Evaluate sidewalk / pathway to be included along the project route.
- Verify grading and lack of right-of-way (ROW) impacts associated with the proposed roadway and determine initial construction limits.
- Prepare a Maintenance of Traffic concept for the City's review and general concurrence.
- Compare early cost estimates against those developed for bond.
- Arrange and attend one (1) project meeting with City staff to review their base plan review.

TASK 3: PRELIMINARY PLAN DEVELOPMENT

Based on comments received from the Base Plan review, Preliminary Plans will be created. These plans will include input from several elements, including roadway geometrics, utility evaluation, traffic analysis, geotechnical evaluation, and special provisions. The Preliminary Plan Phase represents approximately 70% of the total design. Specific work efforts include:

- Develop road and utility plans in accordance with current AASHTO and City standards based on comments received from the City on base plans. Plans will be prepared using a scale of 1"=40' (profile scale 1"=4').
- Develop pavement marking and signing plans within the affected influence of the project in accordance with MMUTCD requirements.
- Detailed maintenance of traffic plans will be provided for the project per the approved concept completed during the Base Plan phase. The maintenance of traffic plans will be developed for input from stakeholders.
- Create special provisions for all non-standard MDOT pay items.
- Compute preliminary quantities and create preliminary Engineer's Opinion of Probable Construction Cost.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final

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completion dates.

- Prepare documents to obtain necessary permits.
- Arrange and attend one (1) project meeting with City staff to review their preliminary plan review.

TASK 4: FINAL PLAN DEVELOPMENT

Based on comments received from City on the Preliminary Plan review, Final Plans will be created. Specific work efforts include:

- Finalize design plans based on comments obtained.
- Complete construction details.
- Finalize detailed grading.
- Prepare a bid sheet and contract books entailing all items of work and associated quantities.
- Prepare a final engineer's opinion of probable cost.
- Answer questions during the bidding process.

SCHEDULE

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

- Base Plans – March 2026
- Final Plans – June 2026
- Construction north of DPW start – August 2026
- Construction south of DPW thru 11 Mile – Spring 2027
- Construction from 11 Mile to Grand River – Spring 2028

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 \$718,750 (6.25% x \$11.5 million). Based on the size and scope of the project, we propose reducing this fee to 4.5%, or \$517,250 and also credit \$86,000 in previous design effort described above for this project. This results in a proposed lump sum fee to perform the work as outlined in this scope of services of four hundred thirty-one thousand and two hundred fifty dollars (\$431,250.00). The fee derivation is based on the following breakdown:

Crescent Boulevard to 11 Mile	\$	8,000,000.00	3.75%	\$	300,000.00
11 Mile to Grand River	\$	3,500,000.00	3.75%	\$	131,250.00
Total					\$ 431,250.00

EXCLUSIONS, ASSUMPTIONS AND CLARIFICATIONS

The following summarizes our assumptions associated with this proposal:

- The City will be responsible for all permit application fees and permit fees.
- The City has acquired all necessary property/right-of-way required for the project and no additional property/ easements will be acquired.
- Geotechnical services are anticipated to be required for the design and construction of this project, but are not included in this scope of work. These services will be provided by the City's Geotechnical Consultant under a separate contract.
- Design efforts are for work within the proposed 100-foot Crescent / Lee BeGole ROW. No additional work for adjacent site grading, utilities, soils, mitigation, etc. outside of the proposed ROW are included.
- Road/parking/land use design for areas listed below is NOT included:
 - Recycling Center



- Gun Range
- Spoils/Debris Management Area
- Old building across from DPW
- All environmental engineering efforts are excluded and only the coordination efforts pertaining to the 100' ROW and mitigation shall be included.
- Water main work is limited to new 12-inch loop along the road ROW from the north dead end water main near north DPW entrance drive up to Crescent Boulevard shall be included. Tee locations for future connections to adjacent sites will be coordinated with the DPW.
- Sanitary sewer work is limited to replacement of approximately 400 feet for the existing DPW sanitary near the north driveway to the existing sanitary trunkline.
- Design of stormwater detention related to the Public Safety Headquarters sites or others adjacent sites shall be done by others and not included. Only coordination of including storm flow calculations done by others from the adjacent sites will be included.
- DTE and other franchise utility relocation and coordination for proposed work will be facilitated by others and not included.
- This scope does not cover the remediation or removal of contaminated or hazardous soils or materials.
- The 11 Mile to Grand River portion of the project may be bid out as a separate construction contract and require additional engineering per requirements other agencies including EGLE and RCOC.

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 continuing our work with you on this project.

Sincerely,
OHM Advisors

Authorization to Proceed

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

Signature

Date

Printed Name

Title

cc: Ben Croy, City
Rebecca Runkel, City
Alex Parent, OHM
File

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment for the Lee BeGole Road from Crescent Blvd. to 11
Mile is authorized:

	INCREASE (DECREASE)
Public Safety Building Construction Fund	
REVENUES	
Proceeds from long term debt	431,250
TOTAL REVENUES	\$ 431,250
APPROPRIATIONS	
Capital Outlay	431,250
TOTAL APPROPRIATIONS	\$ 431,250
Net Increase (Decrease) to Fund Balance	\$ -

I hereby certify that the foregoing is a true and complete copy of a
resolution adopted by the City Council of the City of Novi
at a regular meeting held on October 21, 2025

Cortney Hanson
City Clerk