



CITY OF NOVI CITY COUNCIL SEPTEMBER 30, 2024

SUBJECT: Approve the recommendation from the Consultant Review Committee to approve Plante Moran Realpoint as consultant to assist the City with the construction of new Public Safety Facilities.

SUBMITTING DEPARTMENT: City Manager's

KEY HIGHLIGHTS:

- A competitive bid was advertised, and four (4) firms submitted
- A staff team reviewed the four proposals and scored Realpoint the highest
- Realpoint provided a two-phased approach, one to assist with Project Planning and pre-ballot services and the second phase serving as the Owner's Representative for construction

BACKGROUND INFORMATION:

The Consultant Review Committee (CRC) met on September 13, 2024. At that meeting, the committee discussed the two highest-rated firms who submitted bids for the owner's representative activities to construct the new Public Safety facilities. The CRC reviewed recommendations from the staff team, which found Realpoint to be the most qualified firm to assist the city with this process. Realpoint has assisted several local agencies (cities of Royal Oak, Livonia, West Bloomfield Township, Commerce Township) with various municipal projects, including the Novi School District with the construction of the Meadow's 5/6 grade house and their new athletic fields.

In their proposal, Realpoint has estimated the phase one costs to range from \$75,000 - \$100,000, "which includes approximately 300 and 400 total hours over 10 months. The final cost proposal is to be mutually agreed upon, and the final scope of work plan is to take into account assumptions (i.e., stakeholder involvement, validating versus developing data, etc.). Realpoint would invoice the City between \$10,000 and \$12,500 per month over a 10-month period, assuming an August 2025 ballot proposal." Contingent on a successful bond proposal Realpoint's fee for the Owner's Representative services would be approximately 2% of the total project cost, to be amortized annually and escalate at 3% per year.

RECOMMENDED ACTION: Approve the recommendation from the Consultant Review Committee to approve Plant Moran Realpoint as consultant to assist the City with the construction of new Public Safety Facilities, subject to review and approval of an agreement for services by the City Manager and City Attorney's office.