

MEMORANDUM

TO: Park Advisory Commission

FROM: Hillary Hanzel, Landscape Architect IV
Colin Smith, Parks & Recreation Services Manager

DATE: January 29, 2019

SUBJECT: Resolution to recommend approval of a contract with DLZ Michigan, Inc. to provide professional design engineering services for the rehabilitation of bridges in Barton Nature Area, Bandemer Park, Mitchell Field, and Gallup Park (\$50,032.56).

Attached for your review and action is a resolution to recommend approval of a \$50,032.56 contract with DLZ Michigan, Inc. (DLZ) to provide professional design engineering services, including construction drawings and specifications, for the rehabilitation of bridges in Barton Nature Area, Bandemer Park, Mitchell Field, and Gallup Park.

The Parks and Recreation Open Space Plan identifies bridge repair as an on-going need and one of the major categories of capital project improvements.

Recent bridge condition assessments have concluded that the bridge structures in Barton Nature Area (both north and south), Bandemer Park (pedestrian and vehicle), Mitchell Field, and Gallup Park (vehicle bridge) are all in need of repair in the near-term in order to sustain their use. Some of the identified repairs can be completed by Parks Staff, while more technical work will need to be performed by a licensed contractor. DLZ will complete two sets of design drawings and specifications, one for the work that will be bid out to a contractor and the other for work to be completed by City staff so that they will have a sufficient level of detail to allow them to complete the work accurately and efficiently.

These repairs need to be performed soon in order to maintain current use and prevent further deterioration and more costly repairs. It is essential that repairs on the Gallup Park vehicle bridge begin this year in order to ensure its continued structural stability and performance. The engineering design work will be completed in Winter/Spring 2019, allowing the construction contractor portion of the project to be bid in early Summer 2019 so that work can commence in the fall. City staff will commence with other repair work as soon as the design documents are complete.

The project meets the sustainability goals of promoting active living and learning and providing transportation options, as the park bridges form important linkages in the non-motorized system in our community. This project also supports the goal of having a safe community by minimizing the risk to public health from deferred bridge maintenance.

Staff is recommending awarding a contract to DLZ, Inc. in the amount of \$50,032.56 for professional engineering design services related to several park bridges. A design contingency of 10% (\$5,003.25) is requested to cover potential changes that occur during design, as the full extent of repair work may not be evident until the design plans are prepared and finalized. Additionally, during construction the project will require construction inspection and oversight services. It is the intent of City staff to have DLZ provide these services as well, but due to the non-standard nature of the various bridge projects, it is recommended to wait until after the project is designed to determine the level of oversight that will be required. Staff is recommending DLZ perform the design work now as a best source for the following reasons:

1. It would not be economically feasible for another vendor to provide the engineering services as DLZ has already conducted detailed condition assessments, invested significant time familiarizing themselves with the bridges, the design of each structure, and the particular issues associated with each bridge. These assessments include load-rating calculations that were particularly time-consuming for the unique wooden vehicle bridge in Gallup Park, a very non-standard structure that required significant modelling effort, and research into its original construction and design. Because of its unique features, if another consultant was used, they would spend significant time validating or even possibly repeating the analysis, incurring additional time and costs. City staff estimate that this could potentially cost the City \$7,500-\$10,000 in additional engineering design fees.
2. A compelling urgency exists as City Engineering staff and DLZ have both recommended that repairs be completed as soon as possible in order to maintain safety and extend the lifespan of the current structures. This is especially true with the Gallup Park Bridge as it is the only means of ingress and egress for Gallup Park. DLZ has made the required repair recommendations that are necessary to be performed this year and would therefore be able to start immediately with the design engineering as they are already familiar with the project requirements and have the staff available to begin the work. If another consultant were to be used, the City would lose valuable time as they reviewed the reports, familiarized themselves with the unique aspects of the bridges, and performed additional analysis. Additionally, a request for proposals selection process would add considerable time to the project schedule, as staff estimates that it would take approximately 4 months or more to perform the selection and hiring process, limiting the City's ability to repair these structures in a timely manner.

Therefore, due to DLZ's familiarity with the project issues and the significant time they have already invested inspecting and analyzing the structures, combined with the urgent need to complete repairs as quickly as possible, DLZ is recommended to be used as a Best Source.

It is requested that a \$55,035.81 contract and contingency amount be approved for the life of the project without regard to fiscal year. Funding is available in the approved

FY2019 Park Maintenance and Capital Improvement Millage budget.

Prepared by: Hillary Hanzel, Landscape Architect IV

Reviewed by: Colin Smith, Parks & Recreation Services Manager

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH DLZ MICHIGAN, INC. TO PROVIDE PROFESSIONAL DESIGN ENGINEERING SERVICES FOR THE REHABILITATION OF BRIDGES IN BARTON NATURE AREA, BANDEMERE PARK, MITCHELL FIELD, AND GALLUP PARK (\$50,032.56).

Whereas, the PROS plan identifies bridge repair as an on-going need and one of the major categories of capital project improvements;

Whereas, recent bridge condition assessments have concluded that the bridge structures in Barton Nature Area, Bandemer Park, Mitchell Field, and Gallup Park are all in need of repair;

Whereas, some of the identified repairs can be completed by Parks Staff to save costs, while more technical work will need to be performed by a licensed contractor working from design drawings;

Whereas, these bridge repairs need to be performed soon in order to maintain their current use and prevent further deterioration and more costly repairs;

Whereas, the project supports the City sustainability goals of promoting active living and learning and providing transportation options;

Whereas, funding for design engineering is available in the approved FY2019 Park Maintenance and Capital Improvement Millage budget

Whereas, it is not be economically feasible for another vendor to provide the engineering services as DLZ has already invested significant time familiarizing themselves with the bridges;

Whereas, a compelling urgency exists as City Engineering staff and DLZ have both recommended that repairs be completed as soon as possible in order to maintain safety and extend the lifespan of the current structures;

Whereas, the City would lose valuable time if another consultant had to familiarize themselves with the project,

Whereas, a request for proposals selection process would add considerable time to the project schedule, limiting the City's ability to repair the bridges in a timely manner;

Whereas, Staff is recommending that DLZ, Michigan be used as a Best Source;

RESOLVED, That the Parks Advisory Commission recommend approval of a contract with DLZ, Michigan for professional design engineering services for the rehabilitation of park bridges, and approve a construction contingency of \$5,003.25 (10%) to cover potential contract change orders for a total contract amount of \$55,035.81 for the life of the project without regard to fiscal year.