

## MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

DATE: November 19, 2019

SUBJECT: Resolution to recommend approval of a contract with DLZ Michigan, Inc. to provide professional engineering construction administration services for the rehabilitation of bridges in Barton Nature Area, Mitchell Field, Argo Cascades and Gallup Park (\$44,164.43)

Attached for your review and action is a resolution to recommend approval of a \$44,164.43 contract with DLZ Michigan, Inc. (DLZ) to provide professional engineering construction administration services for the rehabilitation of bridges in Barton Nature Area, Mitchell Field, Argo Cascades 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), Mitchell Field, and Gallup Park (vehicle bridge) are all in need of repair in the near-term in order to sustain their use. The Argo Cascades bridge is recommended for replacement. It is essential that repairs on the Gallup Park vehicle bridge begin as soon as possible in order to ensure its continued structural stability and performance.

DLZ, Inc. engineered the construction documents and specifications for the bridge renovation work and is intimately familiar with the engineering designs for each bridge. The construction documents were bid out and a contractor has been selected for the work. DLZ, Inc. is now needed to perform construction administration services to ensure the contractor's work is in compliance with project documents and performed satisfactorily. Construction Administration work shall include site visits to monitor the work, responding to requests for information, reviewing and approving shop drawings, change orders, pay applications, and prevailing wage compliance.

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 \$44,164.43 for professional engineering construction administration services related to rehabilitation at four (4) park bridges and replacement of the Argo Cascades bridge. A contingency of 10% (\$4,416.44) is requested to cover potential engineering changes that are needed

during construction. Staff is recommending DLZ perform the construction oversight 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 produced the construction documents and specifications, invested significant time familiarizing themselves with the bridges, the design of each structure, and the particular issues associated with each bridge.
2. A compelling need 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.

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

It is requested that a \$48,580.87 contract and contingency amount be approved for the life of the project without regard to fiscal year. Funding is available in the approved FY2020 Park Maintenance and Capital Improvement Millage budget.

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH DLZ MICHIGAN, INC. TO PROVIDE PROFESSIONAL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES FOR THE REHABILITATION OF BRIDGES IN BARTON NATURE AREA, MITCHELL FIELD, ARGO CASCADES 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, Mitchell Field, Argo Nature Area and Gallup Park are all in need of repair;

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 construction administration services for the rehabilitation is available in the approved FY2020 Park Maintenance and Capital Improvement Millage budget;

Whereas, it is not be economically feasible for another vendor to provide the construction administration services as DLZ has created the construction documents and specifications, and 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 Park Advisory Commission recommend that City Council approve a contract with DLZ, Michigan for construction administration engineering services for the rehabilitation of park bridges, and approve a 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.

RESOLVED, That the City Administrator is authorized to take all necessary administrative actions to implement this resolution including the authority to approve change orders within the approved contingency; and

RESOLVED, That the Mayor and City Clerk are authorized and directed to execute the contract after approval as to substance by the City Administrator and approval as to form by the City Attorney.