



March 15, 2022

Downtown Development Authority
Village of Milford
1100 Atlantic Street
Milford, MI 48381

Attention: Ms. Ann Barnette

Regarding: **Commerce Road Modifications at Railroad Grade Separation, Oak Street, and Oak Street Parking Lot**
Proposal for Construction Engineering Services

Dear Ms. Barnette:

OHM Advisors (OHM) is pleased to submit this proposal for professional construction engineering services for the road modifications on W. Commerce Road from Oak Street to N. Main Street, along with the partial resurfacing of Oak Street and the capping and restriping of the Oak Street Parking Lot.

PROJECT UNDERSTANDING

The focus of the design for this project was to alter the road geometrics around the Railroad Grade Separation, allowing for maximum width pedestrian walkways on both sides of the road, as well as providing for an island that would separate the eastbound and westbound roadways while including landscaping improvements and traffic calming features. These improvements will allow access to additional parking that is currently underutilized due to lack of accessibility. The improvement work will be kept within the public right-of-way as much as possible, with no impact to the existing railroad bridge. In addition, resurfacing of Oak Street and the adjacent Oak Street Parking Lot were added to the project.

The road geometric improvements are also being performed in conjunction with a Village of Milford Culvert Repair/Extension project, so costs will be split between the Village and the Village DDA accordingly.

The project was quoted by a local contractor, Artisan Contracting LLC, who was already slated to perform other work within the Village for the Summer of 2022. The Commerce Road and Culvert Improvements was quoted at a total cost of \$645,271.30, with approximately \$369,000.00 of that being the DDA's responsibility. The Oak Street and Oak Street Parking Lot resurfacing came in at approximately \$105,000.00 (after modifying the scope) for a total estimated construction cost of just under \$500,000.00.

The construction engineering services will be a collaborative effort with G2 Consulting Group (G2). OHM Advisors will be responsible for construction inspection services and overall contract administration, while G2 will be responsible for construction materials testing and quality control services outlined below.

SCOPE OF SERVICES

Construction Layout

OHM Advisors will provide construction layout services for the paving activities. Staking will be provided for ADA sidewalk ramps, curb elevations, and drive approaches. This will include initial placement of the stakes and if removed by contractor and/or residents, one (1) additional staking.



Construction Observation

OHM Advisors will provide full-time onsite construction observation services for all paving activities, including the roadway, the curb, and all ADA sidewalk and ramp formwork. Major traffic control efforts will be conducted and coordinated. OHM Advisors will also utilize part-time inspection for periods during the project when major operations are not underway. Coordinating materials testing services will also be included under construction observation.

G2 will provide material testing for earthwork, as well as testing and observation for aggregate base compaction, concrete, and HMA placement. G2 will also provide a mix design review to the contractor ensuring that all specifications are followed. This also includes the necessary equipment and lab testing fees.

Construction Engineering

OHM Advisors will provide construction engineering services for the project. Construction engineering services will include, but are not limited to:

- ▶ Facilitating, providing all necessary materials for, and attending one (1) open house/public meeting scheduled by the Village DDA to discuss the project with residents/business owners.
- ▶ Facilitating progress meetings with the contractor (one (1) meeting every two (2) weeks).
- ▶ Consulting with and advising the Village DDA or its designated representative during construction.
- ▶ Reviewing shop drawings and material certifications provided by the Contractor.
- ▶ Attending one (1) preconstruction meeting.
- ▶ Answering Requests for Information (RFIs) from the Contractor.
- ▶ Resolving construction conflicts (i.e. mismarked utilities, interpretation of the contract documents, etc.).
- ▶ Providing bulletin information to the Contractor and/or Subcontractors as well as performing any potential value engineering services.
- ▶ Evaluating design changes.
- ▶ Mix design review.
- ▶ Review of any submitted material changes or modifications.

Contract Administration

OHM Advisors will provide necessary contract administration services for the project. Contract administration services for the Village will include the following:

- ▶ Assisting the Village DDA in executing the change order and project initiation.
- ▶ Assisting the Village DDA in reviewing and processing periodic payment estimates for the Contractor.
- ▶ Assisting with the preparation of change orders and a final balancing change order.
- ▶ Performing preliminary and final reviews of the completed project and preparing substantial completion certificates, along with the preparation of punch lists and confirmation of resolution for all punch list items.
- ▶ Supplying the Village DDA with a project record, including inspection reports, sketches, and all other pertinent information, after the completion of the project.

FEE SCHEDULE

OHM Advisors proposes to provide the above outlined professional services on an Hourly – Not to Exceed Basis. Invoices will be sent monthly as work is performed.

W. Commerce Rd

Survey/Staking Services	\$ 7,500.00
Construction Observation	\$31,100.00
Construction Engineering/Contract Administration	\$11,700.00
G2 Consulting Group – Materials Testing Services	\$ 7,000.00
TOTAL	\$57,300.00



Oak Street (Partial)/Parking Lot Cap	
Survey/Staking Services	\$ 2,600.00
Construction Observation	\$ 8,100.00
Construction Engineering/Contract Administration	\$ 5,000.00
G2 Consulting Group – Materials Testing Services	\$ 2,000.00
TOTAL	\$17,700.00
GRAND TOTAL	\$75,000.00

DELIVERABLES

A final acceptance letter will be issued upon the completion of the project along with copies of all standard closeout documentation.

We thank you for this opportunity to provide professional engineering services. Should there be any questions, please don't hesitate to contact me at (734) 522-6711.

Sincerely,
OHM Advisors

Matthew D. Parks, P.E.

Attachments: Exhibit 1 –Standard Terms and Conditions

Village of Milford – Downtown Development Authority

Commerce Road Modifications at Railroad Grade Separation, Oak Street, and Oak Street Parking Lot

Accepted By: Ann M. Barnette

Printed Name: Ann Barnette

Title: Executive Director, DDA

Date: 4/18/2022