

CITY OF WAYNE
REGULAR CITY COUNCIL MEETING #2022-1
JANUARY 4, 2022 – 7:00 P.M.
WAYNE CITY HALL
3355 SOUTH WAYNE ROAD
AGENDA

Pledge of Allegiance

Roll Call

Moment of Silence

Paul Vaughan Jr. – City of Wayne Building Official

Those who have lost their lives to COVID-19

1. Approve Agenda

2. City Council Minutes

- a. Special meeting of December 14, 2021

Public Questions Regarding Items on the Agenda

Public comment is conducted in accordance with local, state and federal laws. Each public comment is limited to 3 minutes which will begin when the speaker approaches the podium, unless modified by a majority vote of the City Council.

Public comment shall not be disruptive, nor contain any profanity, racial, ethnic, religious, sexual or national origin slurs or overtones. Public comment shall not contain defaming or slanderous personal attacks.

All public comments shall be directed to the City Council. The City Council will not respond during public comments.

Any violation of Public Comment Procedures shall constitute a breach of the peace. If a member of the public engages in such breach of the peace, they may be ordered to be seated immediately, or removed from the meeting, by the Chairperson of that meeting.

3. Presentations

- a. Audit Presentation for FY 2021

4. General Items

- a. Approval of a Professional Services Agreement with Stantec, Inc. regarding partial design engineering services and construction engineering services for the upcoming 2022 Winifred Street Watermain Project (M. Buiten)

- b. Approval of the 2021 Concrete Pavement Removal and Replacement Project Change Order #2 (Final) to Dominic Gaglio Construction of Southgate, Michigan in the amount of -\$23,547.00 for the 2021 Concrete Pavement Removal and Replacement Project funded through the Local Road Fund (M. Buiten)

5. Administration Reports

Public Comments for Matters Not on the Agenda

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COMMENTS FROM MEMBERS OF THE CITY COUNCIL

6. Adjournment

Respectfully Submitted,

Tina M. Parnell

Tina M. Parnell, CMC
City Clerk

**CITY OF WAYNE
SPECIAL CITY COUNCIL MEETING - #2021-29
TUESDAY, DECEMBER 14, 2021 - 7:00 P.M.
WAYNE CITY HALL**

A special meeting of the Wayne City Council was held on Tuesday, December 14, 2021, at 7:00 p.m. at the Wayne City Hall, 3355 South Wayne Rd.

Mayor John P. Rhaesa called the meeting to order at 7:00 p.m. and led the Council and the audience in the Pledge of Allegiance to the Flag.

Members Present: Mayor John P. Rhaesa, Mayor Pro Tem Thomas E. Porter
Kevin J. Dowd, Kelly S. Skiff, Phillip A. Wagner, Alfred L.
Brock, Deborah R. Wass

Members Absent: None

Also Present: Lisa Nocerini, City Manager, Tina M. Parnell, City Clerk,
Michael Bosnic, City Attorney

City Clerk, Tina Parnell, administered the Oath of Office to new Officer Scott Bouchie

12-21-0293 Motion by Wagner, seconded by Dowd and unanimously carried, it was resolved to approve the agenda as presented.

12-21-0294 Motion by Wass, seconded by Skiff and unanimously carried, it was resolved to approve the regular meeting minutes of December 7, 2021.

Community Development Director, Lori Gouin provided the City Council with a Downtown Development update on the accomplishments of 2021.

By consensus of City Council, Communications and Reports were received and filed or acted upon as indicated:

- a. Revenue and Expenditure Report for Period Ending November 2021

12-21-0295 Motion by Dowd, seconded by Wagner and unanimously carried, it was resolved to approve Lot Split #2021-02, parcel #55-011-99-0020-000, 5055 Hannan Rd.

12-21-0296 Motion by Brock, seconded by Wass and unanimously carried, it was resolved to approve the Alley Vacation requested from AM Wayne Holdings and Wayne Hut LLC, 3632 Elizabeth St., retaining and easement for public utilities.

12-21-0297 Motion by Skiff, seconded by Wass and unanimously carried, it was resolved to approve the Consent Calendar as follows:

- a. Wayne Downtown Development Authority minutes of October 13, 2021

12-21-0292 Motion by Dowd, seconded by Skiff and unanimously carried, it was Resolved to adjourn the meeting at 7:54 p.m.

John P. Rhaesa
Mayor

Tina M. Parnell, CMC
City Clerk

Abstract published December 23, 2021



Kathryn Sample | City of Wayne | Finance Department
City Hall | 3355 Wayne Rd. | Wayne, MI 48184
Phone: 734-722-2000 | E-Mail: ksample@cityofwayne.com

Date: December 14, 2021

To: Lisa Nocerini, City Manager

From: Kathryn Sample, Finance Director

Re: January 4, 2022 Agenda Item

Audit Presentation for FY2021

The Audit for Fiscal Year Ending June 30, 2021 will be presented to council at the January 4, 2022 meeting.

An electronic copy of the audit will be available on the City of Wayne's website under the Financial Dashboard.

If you or any members of Council have any questions, please do not hesitate to contact me.

December 22, 2021

MEMO

To: Lisa Nocerini, City Manager

From: Michael Buiten, Engineering Manager *MLB*

Re: Approve a Professional Services Agreement with Stantec, Inc. regarding partial design engineering services and construction engineering services for the upcoming 2022 Winifred Street Watermain Project

As requested, Stantec, Inc of Ann Arbor, MI submitted a proposal for construction engineering services related to the upcoming 2022 Winifred Street Watermain Project. The project will take place on Winifred Street between Annapolis Avenue and Stellwagen Street and is planned to be completed this construction season. The scope of work includes conducting the plan review, applying for permits, bidding the project, reviewing qualifications of low bidder, pre-construction meeting, staking out the proposed improvements, approved shop drawings and preparing change orders, providing a full-time resident engineer, conducting bi-weekly progress meetings and approving payment requests to the contractor. Also, Stantec will be preparing a project punch list and producing the as-built plans. The fee for the above, described services is \$167,000.00, which is fair for this type of work.

THEREFORE, IT IS RECOMMENDED that City Council consider approving a Professional Services Agreement with Stantec to provide construction engineering services related to the upcoming 2022 Winifred Street Watermain Project, in the amount of not to exceed \$167,000.00. Funding for these services will be provided through the Water Fund.



Stantec Consulting Michigan Inc.
3754 Ranchero Drive, Ann Arbor MI 48108-2771

December 21, 2021
File: 173485328

Attention: Mr. Michael Buiten, Engineering Manager
City of Wayne Building and Engineering
3200 S. Wayne Road
Wayne, Michigan 48184

Dear Mr. Buiten,

**Reference: Proposal for Professional Engineering Services
Winifred Street Water Main Replacement Project**

Stantec Consulting Michigan Inc. (Stantec) is pleased to offer the following proposal to the City of Wayne (City) for professional engineering services for the above referenced project.

BACKGROUND

The City of Wayne had prepared bid ready plans for watermain replacement along Winifred Street. Stantec understands that this project will involve Engineering review, permitting, bidding and construction services for the replacement of an existing 6-inch water main with an 8-inch water main located along Winifred Street between Annapolis and Stellwagen Streets, along with restoration to the concrete roads within the project limits. The total approximate footage of water main to be replaced as part of this project is 1,322+/- feet along with associated appurtenances, valves, hydrant assemblies and service connections.

SCOPE OF SERVICES

Pursuant to providing engineering services that incorporate Stantec's project understanding, Stantec has developed the following project approach to meet the project goals and deliverables. We propose to provide the following scope of services:

Task 1: Engineering Review, Permitting and Bidding

- Review plans for conformance to Ten State Standards, MDEQ and City of Wayne Specifications.
- Sign and Seal Permit plan set.
- Prepare and submit MDEQ Act 399 Permit through Great Lakes Water Authority as required.
- Prepare Construction Plan set.
- Advertise and post Construction Plans and Specifications for Public Bid.
- Review proposed Bid results and provided recommendation to the City of Wayne for execution.

Task 2: Pre-Construction Services and Shop Drawing Review

- Review insurance and bonds submitted by the Contractor and finalize the Contract.
- Coordinate and facilitate a preconstruction meeting with the Contractor.
- Review shop drawings for all materials for general conformance with Contract Documents.

December 21, 2021

Mr. Michael Bulten, Engineering Manager

Page 2 of 3

Reference: **Proposal for Professional Engineering Services
Winifred Street Water Main Replacement Project**

Task 3: Survey Construction Layout

- Provide survey construction staking. Stantec will be responsible for offset staking of the centerline of the proposed water main at 50-foot intervals and including offsets for horizontal and vertical bends, valves, and hydrants.
- Provide the Contractor and the City with a cut sheet for all water main alignments.
- Provide road replacement staking at 50-foot intervals including high and low points along the project alignment.

Task 4: Construction Administration

- Respond to Requests for Information from the Contractor if necessary.
- Coordinate progress and scheduled shut down with the City DPW personnel.
- Process pay applications and make recommendations to the City for payment to the Contractor.
- Provide correspondence throughout the project including shop drawing letters, punch list letters, field orders, bulletins, change orders and any other correspondence related to administration of the project.
- Attend weekly field meetings and semi-monthly (every two weeks) project progress meetings.

Task 5: Construction Observation

- Perform full time inspection of distribution system improvements.
- Perform full time inspection of road reconstruction.
- Perform part time inspection of restoration activities.
- Attend to resident concerns and complaints during construction operations.

Task 6: Punch List and Close-Out

- Prepare punch list and provide follow-up site inspections with the Contractor until all items are complete.
- Prepare and submit to the City all daily inspection reports.
- Prepare field measured record drawings in hard copy and electronic format per the City's standards.

SIGNIFICANT ASSUMPTIONS

Material construction testing will be completed by the Contractor.

PROJECT BUDGET

We propose to undertake the work outlined above for a not-to-exceed fee of **\$167,000.00**.

December 21, 2021
Mr. Michael Buiten, Engineering Manager
Page 3 of 3

Reference: **Proposal for Professional Engineering Services
Winifred Street Water Main Replacement Project**

The following is an approximate breakdown of our fees:

Task 1 – Engineering Review, Permitting and Bidding	\$10,000.00
Task 2 – Pre-Construction Services and Shop Drawing Review	\$11,000.00
Task 3 – Survey Construction and Layout	\$16,000.00
Task 4 – Construction Administration	\$21,000.00
Task 5 – Construction Observation	\$100,000.00
Task 6 – Punch List and Close-Out	\$9,000.00

Please note, the above fee breakdown is approximate; therefore, we reserve the right to shift budget between tasks, but will not exceed the overall budget.


PROJECT SCHEDULE

Please note that the project schedule will assume construction will begin in Spring of 2022.

We appreciate the opportunity to submit this proposal to the City of Wayne. If this proposal meets your approval, please sign this letter, and return a copy to our office.

Regards,

Stantec Consulting Michigan Inc.



Anthony F. Tyler PE
Project Engineer
Phone: 734 214 2547
tony.tyler@stantec.com



R. Brian Simons PE, LEED® AP
Senior Principal
Phone: 734 214 2518
brian.simons@stantec.com

c. File

ACKNOWLEDGED AND ACCEPTED: ✓

CITY OF WAYNE

Name of Signer:
Title of Signer:

Design with community in mind

December 23, 2021

MEMO

To: Lisa Nocerini, City Manager

From: Michael Buiten, City Engineer *MLB*

Re: 2021 Concrete Pavement Removal and Replacement Project
 Consideration of Change Order #2 (Final)

Dominic Gaglio Construction was awarded a contract for the 2021 Concrete Pavement Removal and Replacement Project for \$664,217.50. Dominic finished this work, completing our goals for the 2020/2021 concrete projects.

On July 20, 2021, Counsel approved change order #1 to expand this project to include Elm Street between Elizabeth Street and Wayne Road. Dominic Gaglio Construction, who is still under contract, completing this work which was estimated at a cost of \$290,000.00 to the contract bringing the total cost of the project to \$954,217.50.

The contractor has satisfactorily completed the work and his operations were such that disruptions to area residents, vehicular and pedestrian traffic were at a minimum. The final project cost was based on measured quantities which were checked and completed by the Engineering Department and accepted by the contractor.

The final measured quantities were under the planned amount due which led to a decrease in the final project cost by (-\$23,547.00) bringing the total cost to \$930,670.50.

IT IS THEREFORE RECOMMENDED that City Council consider approving Change Order No. 2 (Final) to Dominic Gaglio Construction of Southgate, Michigan in the amount of -\$23,547.00 for the 2021 Concrete Pavement Removal and Replacement Project. Funding for this project will be provided through the Local Road Fund.