City of Birmingham
A Walkable Community

MEMORANDUM

Engineering Dept.

DATE: **April 7, 2015**

TO: **Joseph A. Valentine, City Manager**

FROM: **Paul T. O'Meara, City Engineer**

SUBJECT: **Parking Lot #5 (N. Old Woodward Ave. Parking Structure) Boundary Survey**

Recently, the Ad Hoc Parking Study Committee reviewed and identified the above property as one of two prime candidates for potential parking system expansion. The newly formed Ad Hoc Parking Development Committee will now be studying this parcel in greater detail to help develop a concept of what could be built there someday.

There is a strong potential that the City will be entertaining proposals from developers that could assist in redeveloping the property with several uses, both public and private. A necessary tool as a part of this exercise will be a detailed boundary survey. The survey would allow for the following:

1. A survey crew would locate and mark the actual corners of the property, as best as possible, to use as physical reference points on site. Confirming the actual property corners also helps determine if there are currently encroachments.
2. All existing improvements, both above ground and underground, will be documented to the best of the surveyor's ability. Existing improvements documented are important in terms of understanding any current obstacles that need to be moved or relocated to facilitate future development.
3. The site has a significant slope. Grades will be shot throughout the parcel to help understand how various changes to the parcel can be accommodated into the existing slopes.
4. The outside edges parking structure itself will be located. Grades of each floor at the west end of the building will be identified to ensure that additions to the building can be designed and coordinated appropriately (if an addition to the structure is ultimately proposed).

It is our understanding that the tasks set before this new committee would be best completed in a timely manner. Getting the survey ordered and completed in the near future will ensure that the committee's work is not delayed due to the lack of information.

The Engineering Dept. requested a proposal from Nowak & Fraus, who has done several similar boundary and topographic surveys for the City on parcels over the past several years. They also conduct suveys on a regular basis for upcoming street improvement projects. They are fully qualified and are ready to deliver on this work, if authorized. The Engineering Dept. recommends that the City hire Nowak & Fraus Engineers to prepare a boundary and topographic survey of Parking Lot #5 to be used for future study by the Ad Hoc Parking

Development Committee. Funding for this work was not budgeted, but can be accommodated under the current Auto Parking System budget.

SUGGESTED RECOMMENDATION:

To authorize Nowak & Fraus to prepare a boundary and topographic survey of Parking Lot #5 (also known as 333 N. Old Woodward Ave.) as detailed in their April 3, 2015 proposal, for a cost of $12,960, charged to account number 585-538.005-981.0100.

April 3, 2015

Mr. Paul T. O'Meara, City Engineer
City of Birmingham
Department of Engineering
151 Martin Street, P.O. Box 3001
Birmingham, MI 48012-3001

RE: Proposal #4-890 to provide a boundary/topographic survey of the City's Parking Structure No. 5 property, 333 N. Old Woodward Avenue, Tax Parcel No. 19-25-376-097, from N. Bates Street to North Old Woodward (north of Willits Street).

Dear Mr. O'Meara:

You have asked us to submit this Proposal to provide a survey for the above described property.

UNDERSTANDING OF PROJECT

As you explained, the main focus of the survey is for planning of the redevelopment of the property. Also, that our survey shall focus on the existing parking lot and parking structure building, but should exclude any detailed surveying of the wooded area to the north thereof (except for required boundary work).

It is noted the southerly part of the property, encumbered by the City's parking structure no. 5, along with a surface parking lot, consists of approximately 3.65 acres. The said northerly part of the property exists in a wooded undeveloped condition, being traversed by the Rouge River, and consists of approximately 0.97 acres. Overall, the entire parcel consists of approximately 4.62 acres.

Please see the enclosed map detail for the overall parcel, including a designation of the survey area as discussed and outlined herein.

Engineering design services are not proposed at this time.

SCOPE OF WORK & FEE

Our **estimated not to exceed fee** to provide a survey of the area described herein is **$12,960.00**, which was developed from the fee schedule contained in the Engineering Consulting Contract, that exists between the City of Birmingham and Nowak & Fraus Engineers. In summary, we anticipate approximately five (5) days of survey crew time in the field gathering the required survey information, followed by the office time necessary to establish the property boundary, and to reflect the survey information onto the survey drawing. The components of work shall consist of, but not be necessarily limited to the following items:

1. Establish/confirm the boundary of the property, to be based upon a legal description to be provided by the City.

2. Set or confirm property corner markers at all property corners.

3. Obtain topography at a 25-foot grid, at a contour interval of 1 foot, including spot grades and top of curb and gutter grades, where applicable.

4. Extend the topography to 25 to 50 feet beyond the property lines.

5. Locate all improvements on the property, including the parking structure building and related amenities, pavement, curbs, walks, retaining walls and fences, etc. Our survey will extend approximately 5 to 10 feet inside parking structure at the entrances/exits.

6. Locate all parking paint striping, signage, parking meters, light/power poles, and overhead wiring, etc.

7. Locate all underground utilities within the area to be surveyed, including storm drainage, sanitary sewers, combined sewers, water main, hydrants, valves, manholes and storm inlets, etc.

8. Determine pipe sizes, rim elevations and pipe inverts.

9. Locate, size and identify all trees on the southerly developed part of the property. No trees will be located or identified on the undeveloped northerly part of the property.

10. Locate the limits of the Rouge River on the northerly part of the property, either by aerial and/or by approximate field measurements, for reference purposes.

11. Obtain utility information from utility companies for gas main, electricity, phone and cable.

12. Reflect all information onto a CADD prepared survey drawing drawn to a scale of 1”=20’.

13. The survey shall be tied into the City’s benchmark system.

PAYMENT FOR SERVICES & EXPENSES

It is our intent to not invoice the City beyond the limits of the amounts indicated, unless prior authorization is obtained. Our invoice will be submitted to the City for payment upon completion of the work.

Also, the reproduction costs for providing blackline prints, mylar drawings, photos and other reproductions and copies, etc., as required by the project, will be invoiced for on an each basis, in accordance with our various rates for providing these items. Also, any additional services you may require, or for work beyond the scope of services described herein, will be provided and invoiced for on an hourly basis, or as mutually agreed upon.

TIME OF COMPLETION

All work described herein will be completed and delivered to the City within approximately 30 days of being authorized to proceed.

ACCEPTANCE & AUTHORIZATION TO PROCEED

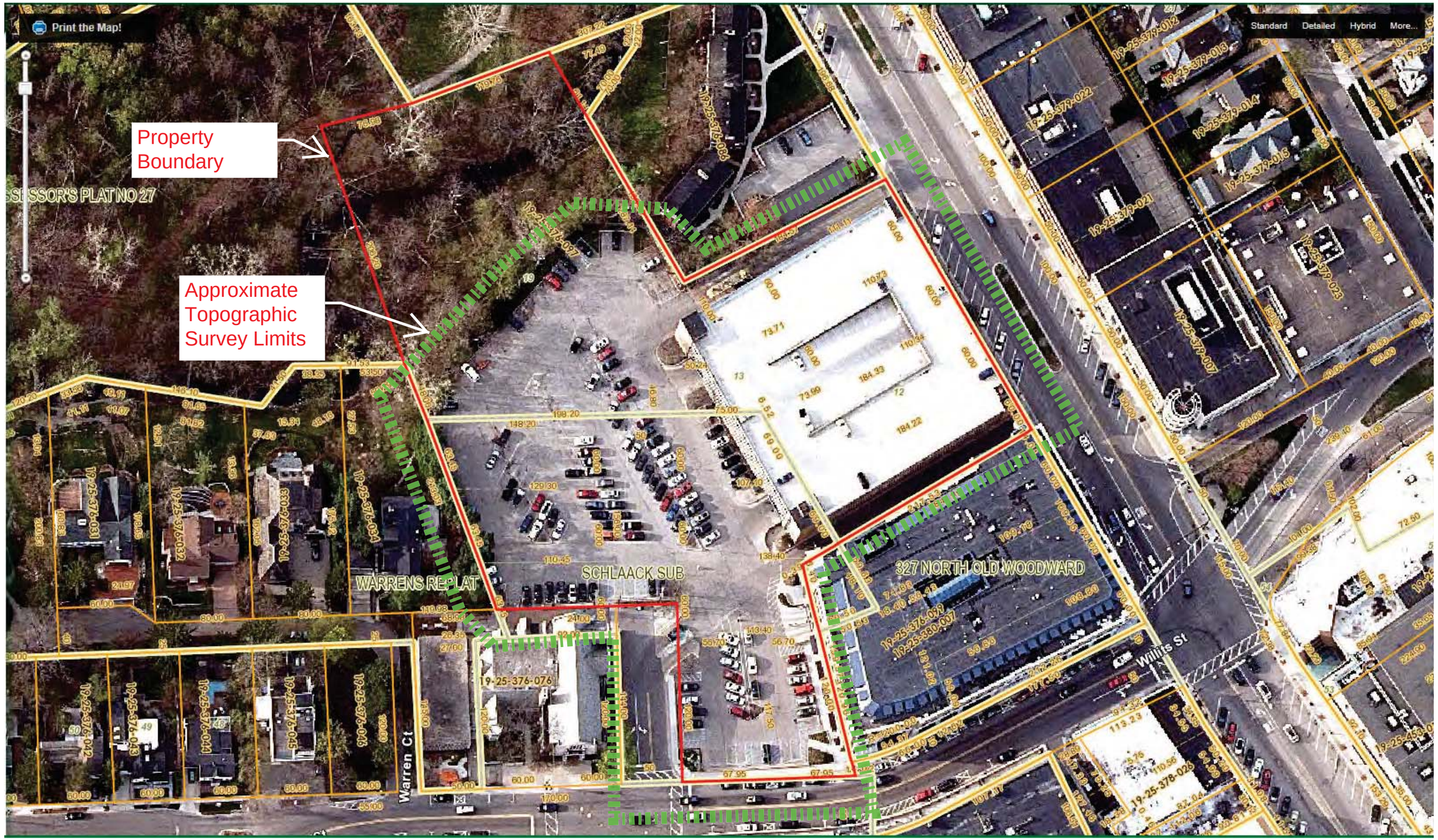
Do not hesitate to contact us should you have any questions regarding this Proposal to provide surveying for the project described herein. We understand that if our Proposal is acceptable, you will so advise us, and then issue a Purchase Order in accordance with the said Engineering Consulting Contract that exists between the City and Nowak & Fraus Engineers.

Thank you for choosing Nowak & Fraus Engineers.

Sincerely,

_____

Brett Buchholz, P.E.
Senior Associate


Print the Map!
Standard
Detailed
Hybrid
More...
Property Boundary
Approximate Topographic Survey Limits
SSESSOR'S PLAT NO 27
WARRENS REPLAT
SCHLAACK SUB
327 NORTH OLD WOODWARD
Willits St
Warren Ct
19-25-376-076
19-25-378-026