



Plymouth Downtown Development Authority Meeting Agenda September 23, 2020 12 p.m.

Plymouth Downtown Development Authority
831 Penniman
Plymouth, Michigan 48170

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Phone 734-455-1453
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SPECIAL DDA BOARD MEETING WEDNESDAY, SEPTEMBER 23, 2020 at NOON

Meeting will be held online at zoom.us. Meeting ID: 827 8159 6180

Join Zoom Meeting <https://us02web.zoom.us/j/82781596180>

Password – 041779

Statement on explanation of the reason why the public body is meeting electronically:

On March 10, 2020 the Governor of the State of Michigan declared a State of emergency across the State of Michigan under section 1 of Article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401 – 421, and the Emergency Powers of the Governor Act of 1945, 1945 PA302, as amended, MCL 10.31 – 33. These sections provide the Governor with broad powers and duties to cope with dangers to this state or to the people of the state.

As a part of the response to the emergency, the Governor has deemed it reasonable and necessary to temporarily suspend rules and procedures relating to physical presence at meetings and hearings of public bodies and other governmental entities in Michigan. These public bodies and entities must continue to conduct public business during this emergency. Due to the emergency situation and the request of the Governor to not gather in groups of 10 or more it is necessary for some public boards to meet electronically.

1) CALL TO ORDER

*Kerri Pollard, Chairperson
Oliver Wolcott, Mayor
Ellen Elliott
Daniel Farmer
Scott Foess
Maura Hynes
Dan Johnson
Andre Martinelli
Patrick O'Neill
Brent Rieli*

2) OLD BUSINESS

A. Authorization of contract for parking deck repairs

3) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Board, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2017-2022

GOAL I - QUALITY OF LIFE

OBJECTIVES

1. Support the neighborhoods with high-quality customer service
2. Engage in collaboration with private entities and surrounding municipalities to implement the [Joint Recreation Master Plan](#)
3. Improve communication with the public across multiple platforms
4. Maintain a high level of cleanliness throughout the City
5. Support and host a diverse variety of events that foster community and placemaking

ONE YEAR TASKS 2019-2020

- Restore operations for recreation programs after Hines Park bridge repairs are completed
- Explore funding and partnership opportunities to increase and enhance pedestrian crossings
- Finalize [City website](#) update
- Develop and adopt a Master Plan for Kellogg Park, including the fountain
- Develop and implement strategy to market sponsorship opportunities to improve publicly owned assets
- Draft and approve amendments to [Tree Ordinance](#) to clarify implementation, enforcement, and scope

GOAL II - FINANCIAL STABILITY

OBJECTIVES

1. Approve balanced budgets that maintain fiscal responsibility
2. Advocate for increased revenue sharing with the State of Michigan
3. Encourage and engage in partnerships, both public and private, to share costs of services and equipment
4. Address the issue of legacy costs
5. Seek out and implement efficient and effective inter-departmental collaboration
6. Market our successes to attract new economic and investment opportunities

ONE YEAR TASKS 2019-2020

- Continue to support [Michigan Municipal League \(MML\)](#) efforts to [coordinate state initiatives](#) related to revenue sharing with municipalities
- Increase awareness of and support the [MML Save MI City campaign](#)
- Target revenue enhancements that support large capital projects, including grants and millages
- Explore internal and external potential for supplemental funding of legacy costs
- Develop a plan for capital improvement funding projects and purchases
- Explore enhanced investment opportunities

GOAL III - ECONOMIC VITALITY

OBJECTIVES

1. Continue to support and improve active, vibrant downtown branding
2. Support community and economic development projects and initiatives
3. Support a mix of industrial, commercial and residential development
4. Reference the [Master Plan](#) in economic decision-making

ONE YEAR TASKS 2019-2020

- Complete and approve the [DDA Master Plan](#)
- Address and implement recommendations in the [Redevelopment Ready Communities baseline report](#)
- Develop and approve city-wide economic development strategies (Saxton's property, parking system, connections between Old Village and the DDA, Bathey property remediation and development, 240 N. Main, Lumber Mart site)
- Identify other properties of significance to the economic development strategy
- Complete a community survey
- Increase collaborations with partners in the community
- Administer the City's [Master Plan](#) using implementation matrix ([Appendix Table 5](#))

GOAL IV - SERVICE AND INFRASTRUCTURE

OBJECTIVES

1. Support administration and staff by providing professional development opportunities, supplying resources, and maintaining a commitment to recruitment, retention and succession planning
2. Support and deliver safe and responsive emergency services
3. Maintain a sophisticated and responsive technology to communicate and manage data
4. Continually record, maintain, update, and improve City infrastructure

ONE YEAR TASKS 2019-2020

- Begin implementation of parking recommendations for City parking system
- Develop and utilize consistent message and branding across all platforms
- Develop and approve of plan for future delivery of emergency services
- Implement infrastructure asset management plan
- Approve agreement on sanitary sewer with [Western Township Utilities Authority \(WTUA\)](#)



ADMINISTRATIVE RECOMMENDATION

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2020\September2020
Date: 9/21/2020
Re: Authorization of contract for parking deck repairs

BACKGROUND:

The Downtown Development Authority is responsible for the annual and long-term maintenance of the Central Parking Deck, which includes all scheduled and emergency repairs.

Every five to eight years, a significant restoration project is needed to ensure the deck is in exceptional condition for the longevity of the structure and the safety of our visitors, merchants and their employees.

In December of 2016, the DDA board contracted with Carl Walker of Kalamazoo to develop a list of needed repairs to the Central Parking Deck. In June of 2017, the consultants estimated the Central Parking Deck would require repairs that potentially could reach \$453,780.

In the spring and fall of 2018, under the direction of consultants WGI Michigan of Kalamazoo (formerly Carl Walker) major renovations were completed at a cost of \$372,000 to bring the Central Parking Deck to current standards. WGI is very familiar with this parking structure, as the consulting firm has provided engineering analysis reports, construction documents, and construction administration since 1991.

In its report following the major renovation in 2018, WGI projected potential repairs and costs over the next 20 years. In year two of that projection, WGI projected \$158,000 in potential repairs in 2020. Because there were some areas resulting in concrete falling from the bottom of the upper level to the first level, the DDA Board at its May 2020 meeting voted to spend \$8,900 to inspect the deck for a comprehensive report on needed repairs.

WGI, in its report, listed three categories for repairs: high priority, moderate priority and low priority, which were reviewed and discussed by the DDA Board.

DDA staff recommended, and the DDA Board approved, approved the high and moderate priority projects at its August 2020 meeting. Construction is to begin in September 2020 and be completed in November 2020. While we could complete the high priority projects in fiscal year 2020-21 and the moderate priority repairs in the 2021-22 fiscal year, it appears to be more prudent to complete both projects this fall to save money on contractor mobilization costs, as well as to avoid limitations in the Central Parking Deck for two consecutive seasons.

One reason is to save some money, as our contractor mobilization costs will be lower because the project will be done in one season. If we plan to do the work over two seasons, that figure will be higher to bring back the construction equipment and materials.

While construction will close portions of the Central Parking Deck, staff has secured a one-month lease with the Christian Science Church to use their parking lot for additional parking inventory.

On Friday, September 23, the DDA and WGI received four bids for this project...with RAM Construction of Livonia the low bidder. RAM Construction, for many of the renovations on the Central Parking Deck over the years, has been low bidder and has done exceptional work. DDA staff is very comfortable with RAM Construction on site.

RECOMMENDATION:

Staff recommends that the DDA approve the low-bid contract of \$144,427 to RAM Construction to perform high and moderate priority repairs as listed by our consultant, WGI, with work to begin in September 2020, with completion in November 2020. The funding will come from Acct. No. 405 290 977 813

Bid Opening: Central Parking Structure Restoration 2020
Date/Time: Friday, September 18, 2020

UNOFFICIAL BID RESULTS

Attendees: Tom Alexandris

Steven Hoy

Bidder	Base Bid Summary	Bid Bond Rec'd		
D.C. Byers Company	\$150,440.00	Yes		
DRV Contractors, LLC	\$186,615.00	Yes		
RAM Construction Services	\$144,427.00	Yes		
Pullman SST, Inc	\$193,873.00	Yes		



September 21, 2020

Tony Bruscato
Director, Plymouth DDA
831 Penniman Ave
Plymouth, MI 48170

Sent via email: abruscato@plymouthmi.gov

RE: Plymouth Central Parking Structure Restoration 2020
Contractor Bid Review
WGI Project No. 24205843.01

Dear Mr. Bruscato:

WGI has finished reviewing the bids that were received on September 18, 2020 for the above mentioned project. Bids were received from RAM Construction Services, D.C. Byers Co./Detroit, DRV Contractors and Pullman SST. RAM Construction Services (RAM) is the apparent low bidder with a total base bid of \$144,427.

We talked to Mr. Chris Revis with RAM regarding their bid to verify that they understand the project requirements. RAM stated that they have no problems with their bid, unit prices or the schedule, and indicated that they feel comfortable with their bid.

It is our opinion that RAM is qualified to complete the project, and their bid is consistent with the scope and intent of the project. Please contact us if you have any questions.

Regards,

WGI, Inc.

A handwritten signature in black ink that reads "Justin Thomson". The signature is written in a cursive, flowing style.

Justin Thomson
Project Manager

Plymouth Central Parking Structure Restoration 2020

Bid Tabulation

September 18, 2020

Work Item	Work Item Description	Units	Estimated Quantity	RAM Construction		DC Byers		DRV Contractors		Pullman SST	
				Unit Cost	Cost	Unit Cost	Cost	Unit Cost	Cost	Unit Cost	Cost
Division 0 & 1 - General Conditions											
1.1	Contractor Mobilization	L.S.	1	\$ 5,000.00	\$ 5,000.00	\$ 9,000.00	\$ 9,000.00	\$ 12,750.00	\$ 12,750.00	\$ 11,000.00	\$ 11,000.00
1.2	Contractor General Requirements	L.S.	1	\$ 2,000.00	\$ 2,000.00	\$ 7,000.00	\$ 7,000.00	\$ 3,500.00	\$ 3,500.00	\$ 12,965.00	\$ 12,965.00
Division 2 - Sitework											
2.1	Remove & Re-install Pigeon Control Panels	L.S.	1	\$ 7,655.00	\$ 7,655.00	\$ 8,000.00	\$ 8,000.00	\$ 3,500.00	\$ 3,500.00	\$ 8,800.00	\$ 8,800.00
Division 3 - Concrete											
3.1	Concrete Topping Repair	S.F.	100	\$ 40.00	\$ 4,000.00	\$ 35.00	\$ 3,500.00	\$ 50.00	\$ 5,000.00	\$ 46.50	\$ 4,650.00
3.2	Full Depth Slab Repair	S.F.	50	\$ 75.00	\$ 3,750.00	\$ 100.00	\$ 5,000.00	\$ 175.00	\$ 8,750.00	\$ 138.00	\$ 6,900.00
3.3	Tee Flange (Ceiling) Repair	S.F.	80	\$ 87.00	\$ 6,960.00	\$ 70.00	\$ 5,600.00	\$ 150.00	\$ 12,000.00	\$ 84.00	\$ 6,720.00
3.4	Tee Stem Repair	S.F.	120	\$ 102.00	\$ 12,240.00	\$ 80.00	\$ 9,600.00	\$ 105.00	\$ 12,600.00	\$ 160.00	\$ 19,200.00
3.5	Beam Repair	S.F.	80	\$ 99.00	\$ 7,920.00	\$ 200.00	\$ 16,000.00	\$ 95.00	\$ 7,600.00	\$ 146.00	\$ 11,680.00
3.6	Column / Haunch Repair	S.F.	180	\$ 107.00	\$ 19,260.00	\$ 120.00	\$ 21,600.00	\$ 95.00	\$ 17,100.00	\$ 109.00	\$ 19,620.00
3.7	Top of Column Repair	EA.	14	\$ 465.00	\$ 6,510.00	\$ 350.00	\$ 4,900.00	\$ 550.00	\$ 7,700.00	\$ 785.00	\$ 10,990.00
3.8	Wall Repair	S.F.	70	\$ 99.00	\$ 6,930.00	\$ 60.00	\$ 4,200.00	\$ 90.00	\$ 6,300.00	\$ 109.00	\$ 7,630.00
3.9	Curb Repair	S.F.	20	\$ 86.00	\$ 1,720.00	\$ 80.00	\$ 1,600.00	\$ 450.00	\$ 9,000.00	\$ 99.00	\$ 1,980.00
3.10	Lift Pocket Repair	EA.	10	\$ 89.00	\$ 890.00	\$ 50.00	\$ 500.00	\$ 125.00	\$ 1,250.00	\$ 143.00	\$ 1,430.00
3.11	Install Galvanic Anode at Concrete Repairs	EA.	100	\$ 50.00	\$ 5,000.00	\$ 25.00	\$ 2,500.00	\$ 60.00	\$ 6,000.00	\$ 47.00	\$ 4,700.00
Division 5 - Metals											
5.1	Shear Connector Repair - Weld	EA.	5	\$ 168.00	\$ 840.00	\$ 600.00	\$ 3,000.00	\$ 75.00	\$ 375.00	\$ 107.00	\$ 535.00
Division 7 - Waterproofing											
7.1	Rout & Seal Concrete Cracks	L.F.	150	\$ 6.30	\$ 945.00	\$ 6.00	\$ 900.00	\$ 5.00	\$ 750.00	\$ 6.00	\$ 900.00
7.2	Remove & Replace Control Joint Sealant	L.F.	1,200	\$ 5.75	\$ 6,900.00	\$ 6.00	\$ 7,200.00	\$ 6.00	\$ 7,200.00	\$ 5.10	\$ 6,120.00
7.3	Remove & Replace Cove Joint Sealant	L.F.	240	\$ 7.00	\$ 1,680.00	\$ 6.00	\$ 1,440.00	\$ 6.00	\$ 1,440.00	\$ 6.70	\$ 1,608.00
7.4	Install Wall Joint Sealant (Silicone)	L.F.	50	\$ 17.50	\$ 875.00	\$ 20.00	\$ 1,000.00	\$ 15.00	\$ 750.00	\$ 12.00	\$ 600.00
7.5	Expansion Joint Nosing Repair	L.F.	10	\$ 100.00	\$ 1,000.00	\$ 100.00	\$ 1,000.00	\$ 100.00	\$ 1,000.00	\$ 55.00	\$ 550.00
7.6	Expansion Joint Repair	L.F.	4	\$ 700.00	\$ 2,800.00	\$ 500.00	\$ 2,000.00	\$ 525.00	\$ 2,100.00	\$ 1,040.00	\$ 4,160.00
7.7	Install Deck Coating (Full System)	S.F.	300	\$ 10.00	\$ 3,000.00	\$ 5.00	\$ 1,500.00	\$ 5.00	\$ 1,500.00	\$ 6.30	\$ 1,890.00
7.8	Install Strip Deck Coating (Full System) at Joints	S.F.	1,700	\$ 5.50	\$ 9,350.00	\$ 4.00	\$ 6,800.00	\$ 7.00	\$ 11,900.00	\$ 7.85	\$ 13,345.00
Division 9 - Finishes											
9.1	Clean & Paint Steel Stringer at East Stair	L.S.	1	\$ 3,725.00	\$ 3,725.00	\$ 4,000.00	\$ 4,000.00	\$ 4,500.00	\$ 4,500.00	\$ 3,000.00	\$ 3,000.00
9.2	Clean & Paint Steel Precast Connections	EA.	4	\$ 158.00	\$ 632.00	\$ 300.00	\$ 1,200.00	\$ 625.00	\$ 2,500.00	\$ 185.00	\$ 740.00
Division 22 - Plumbing											
22.1	Install Supplemental Floor Drain	EA.	1	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00	\$ 2,200.00	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00
22.2	Install Drain Piping	L.F.	80	\$ 70.00	\$ 5,600.00	\$ 50.00	\$ 4,000.00	\$ 60.00	\$ 4,800.00	\$ 88.00	\$ 7,040.00
Division 32 - Exterior Improvements											
32.1	Asphalt Repair	S.F.	1,400	\$ 8.60	\$ 12,040.00	\$ 6.00	\$ 8,400.00	\$ 20.00	\$ 28,000.00	\$ 12.65	\$ 17,710.00
32.2	Seal Asphalt Cracks	L.F.	900	\$ 0.95	\$ 855.00	\$ 2.00	\$ 1,800.00	\$ 7.50	\$ 6,750.00	\$ 1.90	\$ 1,710.00
32.3	Paint Pavement Markings	L.S.	1	\$ 2,350.00	\$ 2,350.00	\$ 5,000.00	\$ 5,000.00	\$ 6,900.00	\$ 6,900.00	\$ 3,200.00	\$ 3,200.00
Total Base Bid				\$ 144,427.00		\$ 150,440.00		\$ 194,715.00		\$ 193,873.00	

*Unit Key Code: L.S. - Lump Sum, S.F. - Square Foot, L.F. - Lineal Foot, EA. - Each

RESOLUTION

*The following resolution was offered by Director _____ and
seconded by Director _____*

*WHEREAS The upkeep of the Central Parking Deck is the responsibility of the
Downtown Development Authority and*

*WHEREAS In the spring and fall of 2018, under the direction of consultants WGI
Michigan of Kalamazoo (formerly Carl Walker) major renovations were
completed at a cost of \$372,000 to bring the Central Parking Deck to
current standards, and*

*WHEREAS The DDA Board in August 2020 approved a proposal by WGI for what
are termed high and moderate priority repairs to the Central Parking
Deck, plus the addition of asphalt repairs, parking space striping and
parking block replacement, and*

*WHEREAS A bid process resulted in RAM Construction of Livonia, MI, the low bid
among four companies that submitted proposals for construction,*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown
Development Authority Board of Directors does hereby authorize DDA staff to contract
with RAM Construction of Livonia, MI, for rehabilitation work on the Central Parking
Deck in the total amount of \$144,427, plus a 10-percent contingency, for renovation
work approved by the DDA Board in August 2020 from Acct. No. 405 290 977 813.