

AGENDA

DEPARTMENT OF TRANSPORTATION

TRANSPORTATION and NATURAL RESOURCES COMMITTEE  
STATE ADMINISTRATIVE BOARD

T&NR Meeting: April 9, 2003 - Secretary of State's Office, 3:30 PM  
State Administrative Board Meeting: April 15, 2003 - State Capitol, 11:00 AM

\*\*\*\*\*

SUBCONTRACTS

- |    |   |                      |                 |
|----|---|----------------------|-----------------|
| 1. | <b>Progressive Sweeping<br/>455 Terminal Road<br/>Toledo, OH 43612-3711</b> | <b>Curb Sweeping</b> | <b>\$34,125</b> |
|----|---|----------------------|-----------------|

Approval is requested to authorize the Monroe County Road Commission to award a subcontract for curb sweeping on all State trunklines in Monroe County two times per year. The project was advertised, and six bids were received. The low bidder was selected. The contract will be in effect from the date of award through December 31, 2003. Source of Funds: 100% State Restricted Trunkline Funds.

**Purpose/Business Case:** This contract provides for the curb sweeping of State trunklines in Monroe County.  
**Benefit:** Keeping the roads free of debris will allow for better road drainage. It will also provide for a safer and cleaner environment for the traveling public  
**Funding Source:** 100% State Restricted Trunkline Funds.  
**Commitment Level:** A one-year contract with a fixed amount.  
**Risk Assessment:** If the duties are not performed, the storm drains may plug up with debris, leading to improper drainage. This could then become a hazard for the traveling public.  
**Cost Reduction:** The project was advertised, and the low bidder was selected.  
**New Project Identification:** N/A

- |    |  |  |                 |
|----|--|--|-----------------|
| 2. | <b>Rod Masternak Building &amp; Excavating<br/>23998 D Drive South<br/>Homer, MI</b> | <b>Animal Removal from<br/>Road and Roadside</b> | <b>\$31,702</b> |
|----|--|--|-----------------|

Approval is requested to authorize the Calhoun County Road Commission to award a one-year subcontract for animal carcass removal on various state trunklines in Calhoun County. The contract includes a one year renewal option at the same rate upon mutual agreement of both parties. The project was advertised and six bids were received. The lowest bid was selected. The term of the contract will be from June 1, 2003 through June 1, 2004. Source of Funds: 100% State Restricted Trunkline Funds

**Purpose/Business Case:** This contract provides for the removal of large animal carcasses on State trunklines in Calhoun County.

**Benefit:** Provides for a safer and cleaner environment for the traveling public by removing the carcasses, which create traffic hazards.

**Funding Source:** 100% State Restricted Trunkline Funds.

**Commitment Level:** A one-year contract with a fixed amount.

**Risk Assessment:** If duties are not performed, it could be a hazard for the traveling public.

**Cost Reduction:** The project was advertised, and the low bidder was selected.

**New Project Identification:** N/A

3. **E. Niewoonder & Sons, Inc.** **Roadside Mowing** **\$86,225.70**  
**2319 N. Drake Drive**  
**Kalamazoo, MI**

Approval is requested to authorize the Calhoun County Road Commission to award a two-year subcontract for up to three cutting cycles of roadside mowing on various State trunklines within Calhoun County. The contract provides for a two-year renewal option at the same rate upon mutual agreement of the parties. The project was advertised, and five bids were received. The low bidder was selected. The contract will be in effect from the date of award through December 31, 2004. Source of Funds: 100% State Restricted Trunkline Funds

**Purpose/Business Case:** This contract provides for roadside mowing on various sections of M-99, M-60, M-66, I-94, and I-69 State trunklines within Calhoun County. All routes include interchanges and ramps.

**Benefit:** Provides for a safer and cleaner environment for the traveling public.

**Funding Source:** 100% State Restricted Trunkline Funds.

**Commitment Level:** A two-year contract with an option for two additional years at the same rate.

**Risk Assessment:** If duties are not performed, it could be a hazard for the traveling public.

**Cost Reduction:** The project was advertised, and the low bidder was selected.

**New Project Identification:** N/A

4. **Huco, Inc.** **Catch Basin Cleaning** **\$49,000**  
**1224 Locust Street**  
**Jackson, MI 49203**

Approval is requested to authorize the Jackson County Road Commission to award a one-year subcontract for the flushing and vacuuming of water and debris from catch basins located on State trunklines M-106, I-94, 127N, Business Loop 94, M-60, M-50, M-99, M-124, and US-12 in Jackson County. The project was advertised, and two bids were received. The low bidder was selected. The contract will be in effect from the date of award through April 1, 2004. Source of Funds: 100% State Restricted Trunkline Funds

**Purpose/Business Case:** To clean catch basins of debris to allow for proper drainage. This contract provides for the flushing and vacuuming of water and debris from approximately 700 catch basins located in Jackson County.

**Benefit:** Failure to perform this activity would cause the catch basins and tiles to plug, resulting in drainage backups onto trunklines and more expensive repairs.

**Funding Source:** 100% State Restricted Trunkline Funds.

**Commitment Level:** A one-year contract with a fixed price based on a predetermined quantity of catch basins.

**Risk Assessment:** Failure to perform this activity would cause the catch basins and tiles to plug, resulting in drainage backups onto trunklines and more expensive repairs. This could be a hazard for the traveling public.

**Cost Reduction:** The project was competitively bid and advertised; the low bidder was selected.

**New Project Identification:** N/A

- |    |   |   |                 |
|----|---|---|-----------------|
| 5. | <b>B &amp; L Landscaping<br/>21151 Meyers Road<br/>Oak Park, MI 48237</b> | <b>Grass Mowing<br/>(I-75 &amp; I-96)</b> | <b>\$97,236</b> |
|----|---|---|-----------------|

Approval is requested to authorize the Wayne County Division of Roads to award the third year of a three-year contract for grass mowing and litter pickup on various locations of State trunklines I-75 and I-96 within Wayne County. The contract is a three-year contract including a one year renewal option. The contract was previously approved by the State Administrative Board on July 17, 2001, as a one-year contract for \$97,236. Approval is now sought to correct this oversight. The total cost of the three-year contract is \$291,708, with an option for a one-year renewal upon mutual agreement of the parties. The project was advertised, and five bids were received. The low bidder was selected. The revised contract term will be July 17, 2001, through December 31, 2003. Source of Funds: 100% State Restricted Trunkline Funds.

**Purpose/Business Case:** This contract provides for turf mowing and litter pick-up on 111 acres located at I-75(Brush St. to Vernor) and I-96 (M.L. King Blvd. to Warren) in Wayne County.  
**Benefit:** Provides for a safer and cleaner environment for the traveling public.  
**Funding Source:** 100% State Restricted Trunkline Funds.  
**Commitment Level:** A three-year contract with an option for one additional year at the same rate.  
**Risk Assessment:** If duties are not performed, it could become a hazard for the traveling public.  
**Cost Reduction:** The project was competitively bid and advertised; the low bidder was selected.  
**New Project Identification:** N/A

- |    |   |   |                  |
|----|---|---|------------------|
| 6. | <b>B &amp; L Landscaping<br/>21151 Meyers Road<br/>Oak Park, MI 48237</b> | <b>Grass Mowing<br/>(I-75, I-375, &amp; I-94)</b> | <b>\$109,224</b> |
|----|---|---|------------------|

Approval is requested to authorize the Wayne County Division of Roads to award the third year of a three-year contract for grass mowing and litter pickup on various locations of State trunklines I-375, I-75, and I-94 within Wayne County. The contract is a three-year contract including a one year renewal option. The contract was previously approved by the State Administrative Board on July 17, 2001, as a one-year contract for \$109,224. Approval is now sought to correct this oversight. The total cost of the three-year contract is \$327,672, with an option for a one-year renewal upon mutual agreement of the parties. The project was advertised and five bids were received. The low bidder was selected. The revised contract term will be July 17, 2001, through December 31, 2003. Source of Funds: 100% State Restricted Trunkline Funds.

**Purpose/Business Case:** This contract provides for turf mowing and litter pick-up on 123 acres located at I-375, I-75 (I-94 to Jefferson) and I-94 (St. Aubin to 2<sup>nd</sup> Avenue) in Wayne County.  
**Benefit:** Provides for a safer and cleaner environment for the traveling public.  
**Funding Source:** 100% State Restricted Trunkline Funds.  
**Commitment Level:** A three-year contract with an option for one additional year at the same rate.  
**Risk Assessment:** If duties are not performed, it could become a hazard for the traveling public.  
**Cost Reduction:** The project was competitively bid and advertised; the low bidder was selected.  
**New Project Identification:** N/A

- |    |   |                                |                 |
|----|---|--------------------------------|-----------------|
| 7. | <b>B &amp; L Landscaping<br/>21151 Meyers Road<br/>Oak Park, MI 48237</b> | <b>Grass Mowing<br/>(M-39)</b> | <b>\$78,144</b> |
|----|---|--------------------------------|-----------------|

Approval is requested to authorize the Wayne County Division of Roads to award the third year of a three-year contract for grass mowing and litter pickup on State trunkline M-39 within Wayne County. The contract is a three-year contract including a one year renewal option. The contract was previously approved by the State Administrative Board on July 17, 2001, as a one-year contract for \$78,144. Approval is now sought to correct this oversight. The total cost of the three-year contract is \$234,432, with an option for a one-year renewal upon mutual agreement of the parties. The project was advertised, and four bids were received. The low bidder was selected. The revised contract term will be July 17, 2001, through December 31, 2003. Source of Funds: 100% State Restricted Trunkline Funds.

**Purpose/Business Case:** This contract provides for turf mowing and litter pick-up on 88 acres located at M-39 (8 Mile to Paul) and (W. Outer Drive through I-94) in Wayne County.  
**Benefit:** Provides for a safer and cleaner environment for the traveling public.  
**Funding Source:** 100% State Restricted Trunkline Funds.  
**Commitment Level:** A three-year contract with an option for one additional year at the same rate.  
**Risk Assessment:** If duties are not performed, it could become a hazard for the traveling public.  
**Cost Reduction:** The project was competitively bid and advertised; the low bidder was selected.  
**New Project Identification:** N/A

- |    |  |                            |                 |
|----|--|----------------------------|-----------------|
| 8. | <b>J &amp; M Janitorial<br/>P.O. Box 432<br/>Hubbell, MI 49934</b> | <b>Janitorial Services</b> | <b>\$87,780</b> |
|----|--|----------------------------|-----------------|

Approval is requested to authorize the Ontonagon County Road Commission to award a five-year contract for janitorial roadside park maintenance at various rest areas located in Ontonagon County. The project was advertised, and four bids were received. The low bidder was selected. The contract will be in effect from April 21, 2003, through November 1, 2007. Source of Funds: 100% State Restricted Trunkline Funds

**Purpose/Business Case:** This is a five-year contract that provides janitorial, lawn maintenance, and spring/fall clean-up services at three roadside parks in Ontonagon County.  
**Benefit:** The contract will provide for the most cost effective means of performing the janitorial functions of these facilities.  
**Funding Source:** 100% State Restricted Trunkline Funds.  
**Commitment Level:** Low bid cost of \$87,780 based on contract unit prices for a fixed quantity of work.  
**Risk Assessment:** If the restrooms are not cleaned on a scheduled basis, it would result in unsanitary conditions for the traveling public. Failure to perform this activity could result in a significant increase in customer service complaints and possible closure of parks.  
**Cost Reduction:** The project was competitively bid and advertised; the low bidder was selected. Competitive bids have resulted in a continual lower cost than that which was provided by the County Road Commission.  
**New Project Identification:** N/A

9. **Oakland County Department of Corrections** **Litter Pickup** **\$25,000.00**  
**2300 Dixie Highway, Suite 209**  
**Waterford, MI 48328**

Approval is requested to authorize the Oakland County Road Commission to award a subcontract for up to \$ 5,000 for a pilot program for litter pickup by sentenced defendants on various State trunklines in partnership with the Oakland County Department of Corrections. The Oakland County Road Commission is initiating a pilot community service program that will allow the court of the Oakland County Department of Corrections to forward the earned compensation from the sentenced defendants directly to the victims. This partnership program will be announced at an April 10, 2003, press conference to be held at the Oakland County Road Commission offices. The contract will be in effect from the date of award through December 31, 2003, and will not exceed 3124 hours. Source of Funds: 100% State Restricted Trunkline Funds.

**Purpose/Business Case:** This contract provides for litter pickup on various State trunklines in Oakland County by County-sentenced defendants.

**Benefit:** The removal of trash provides safer and improved quality of travel for the public.

**Funding Source:** 100 % State Restricted Trunkline Funds.

**Commitment Level:** A one-year contract with a fixed amount not to exceed 3124 hours or \$25,000. This is a pilot project for which the Road Commission for Oakland County has agreed to waive all costs associated with implementation, oversight, administrative, and maintenance of this project. The reimbursement for the services will be \$8/hour per sentenced defendant.

**Risk Assessment:** If duties are not performed, the litter could become a hazard for the traveling public.

**Cost Reduction:** N/A.

**New Project Identification:** Yes, this is a pilot program.

## CONTRACTS

10. HIGHWAYS - Increase Scope and Amount  
 Amendatory Contract (2000-0024/A12) between MDOT and Orchard, Hiltz & McCliment, Inc., will add structure inventory reports to the project work and increase the contract amount by \$18,713.78. The original contract provides for the design of US-12 (Michigan Avenue) from Firestone Avenue to Livernois Road in the cities of Dearborn and Detroit, Wayne County (CS 82062 - JN 59881C). The contract term remains unchanged, March 3, 2000, through December 31, 2003. The total contract amount is \$1,850,614.32. Source of Funds: 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline funds.

**Purpose/Business Case:** To complete the design with enough information to determine potential conflicts with existing facilities.

**Benefit:** A complete and effective design package.

**Funding Source:** 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline funds.

**Commitment Level:** The hourly costs are fixed; however, the number of hours to perform this work has been estimated.

**Risk Assessment:** Unknown conflicts occurring in construction, causing a redesign during construction.

**Cost Reduction:** Costs in professional services contracts are based on an actual cost plus fixed fee basis not to exceed the contract maximum amount. Hours are negotiated based on needed services.

**New Project Identification:** No.

11. HIGHWAYS - Increase Scope and Amount

Amendatory Contract (2002-0136/A2) between MDOT and URS Corporation Great Lakes will add a Digital Terrain Model Survey and submission and acquisition of environmental permits to comply with local ordinances and will increase the contract amount by \$31,945.93. The original contract provides for the design of I-96 at the Beck Road and Wixom Road Interchange in the city of Wixom, Oakland County (CS 63022 - JN 05892C). The contract term remains unchanged, January 18, 2002, through April 5, 2005. The revised total contract amount will be \$2,931,467.61. Source of Funds: 90% Federal Highway Administration Funds and 10% State Restricted Trunkline Funds.

**Purpose:** Gather additional topographic survey and work required to prepare permit applications.

**Benefit:** It is a requirement to comply with local wetland and woodland ordinances.

**Funding Source:** 90% FHWA Funds and 10% State Restricted Trunkline Funds.

**Commitment Level:** This is a cost plus fixed fee contract. Beyond the fixed fee, payment will only be for actual hours worked.

**Risk Assessment:** This activity is required for any highway project that impacts wetland and woodland areas. An MDEQ permit needs to be submitted and approved before letting.

**Cost Reduction:** Costs in professional services are on an actual cost plus fixed fee basis not to exceed the contract maximum. Hours are negotiated based on needed service.

**New Project Identification:** This is a reconstruction of an existing interchange.

12. HIGHWAYS - IDS Crash Data Research

Authorization (Z1) under Contract (2002-0163) between MDOT and Midwestern Consulting, will provide for review of all unlocated crashes and determination of the physical locations of these crashes for the years 2001 and 2002 (CS 84900 – JN 74803). The authorization will be effective from April 1, 2002 through May 1, 2004. The authorization amount will be \$4,800. The contract term is from October 20, 2001, through November 20, 2004. Source of Funds: 100% Federal Highway Administration Funds.

**Purpose/Business Case:** The purpose of this contract is to determine the physical locations of some 165,000 vehicle crashes for the years 2001 and 2002. This information will then be entered into the Michigan State Police crash database and used by safety engineers throughout the State to reduce roadway hazards. The Michigan State Police used to do this work, but no longer has the staff required to complete the work.

**Benefit:** The State and local agencies will benefit by having accurate, up to date information on the location of vehicle crashes. This will help engineers in determining where to design counter measures into the roadway system to reduce the frequency of accidents.

**Funding Source:** This project is being funded by Federal safety funds made available to Michigan as a reward for seatbelt usage above the national average. The use of the money is earmarked for use in safety projects on the highway system.

**Commitment Level:** This contract is based on a low bid to perform all required tasks, not on an hourly basis.

**Risk Assessment:** If this task is not completed, the traveling public is at great risk for recurrence of accidents at various locations. The database is used by engineers to identify where these crashes occur.

**Cost Reduction:** This contract was competitively bid and the lowest bid was selected from all proposals that were technically acceptable. The cost bid is lower than could be done with state employees.

**New Project Identification:** No, this is not a new project or a new activity. The work is being outsourced because the Michigan State Police no longer has the staff required to do the work.

13. HIGHWAYS - IDS Construction Engineering Services

Authorization (Z9) under Contract (2002-0214) between MDOT and Capital Consultants, Inc., will provide for inspection and testing services to be performed on US-131 for resurfacing and guardrail upgrading from the city of Wayland to the Kent County line, Allegan County (CS 03112 - JN 48577A). This authorization will be in effect from the date of award through January 29, 2005. The authorization amount will be \$431,587.01. The contract term is January 29, 2002, through January 29, 2005. Source of Funds: 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline Funds.

**Purpose/Business Case:** The purpose of this contract is to provide construction engineering, inspection, and testing services for the oversight of resurfacing and guardrail upgrading on US-131 in Kent County.

**Benefit:** This contract will provide for the inspection and testing of all contract work to insure that all materials and workmanship are in accordance with MDOT specifications and guidelines and to measure, document, and process payment for all construction contract work

**Funding Source:** 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline Funds.

**Commitment Level:** The hourly costs are fixed; however, the number of hours to perform this work has been estimated.

**Risk Assessment:** Failure to provide oversight of the construction contract could result in a wide range of impacts, including substandard workmanship and materials, traffic concerns, and public safety.

**Cost Reduction:** Costs in professional services contracts are based on an actual cost plus fixed fee basis not to exceed the contract maximum amount. Hours are negotiated based on needed service.

**New Project Identification:** This is not new work.

14. \*HIGHWAYS - Bridge Inspection Services

Contract (2002-0605) between MDOT and Modjeski & Masters, Inc., will provide for inspections on the U.S. portion of the Blue Water Bridges, plaza, approach bridges and mechanically stabilized earth walls until 2007. The total contract amount will be \$478,151.97. The contract will begin on the date of award and will expire on October 31, 2007. Source of Funds: 80% Federal Highway Administration Funds (\$382,521.58) and 20% State Restricted Trunkline Funds (\$95,630.39).

**Purpose/Business Case:** The purpose is to provide MDOT with the in-service safety inspection of the Blue Water Bridges (BWB). By State law, MDOT must inspect all structures every two years. Due to the complexity and the international economic impacts of this border crossing, the structures are inspected annually.

**Benefit:** MDOT must provide the motoring public with a safe and secure international border crossing. By conducting annual inspections of the structures, the consultant identifies areas of deterioration and/or concerns. The BWB staff will construct a list of items that require attention, prioritize, then develop a plan to address and finance the repair projects.

**Funding Source:** 80% Federal Highway Administration Funds and 20% State Restricted Trunkline Funds.

**Commitment Level:** The hourly costs are fixed; however, the number of hours to perform this work has been estimated.

**Risk Assessment:** If the structures are not inspected as required by State and Federal laws, then the deteriorated elements of the structures will not be identified. If the deteriorated components are not identified, then the Department (BWB) will not know which elements need attention. As a result, the Department risks partial or complete bridge failure.

**Cost Reduction:** Costs in professional services contracts are based on an actual cost plus fixed fee basis not to exceed the contract maximum amount. Hours are negotiated based on needed service.

**New Project Identification:** No.

15. \*HIGHWAYS - IDS Design Consultant Services  
Contract (2002-0670) between MDOT and Consoer Townsend Envirodyne Engineers of Michigan, Inc., will provide for specific services for design assistance to cities, counties, and villages to be performed on an as needed/when needed basis. The contract will be in effect from the date of award through three years. The maximum contract amount will be \$2,000,000, and the maximum amount of any authorization will be \$400,000. Authorizations over \$100,000 will be submitted to the State Administrative Board for approval. Source of Funds: Federal, Restricted State, or local funds, depending on the particular project authorized.

**Purpose/Business Case:** To establish indefinite services contract for the local agency program so future engineering services can be authorized efficiently.

**Benefit:** Less administrative time needed to process authorizations versus contracts.

**Funding Source:** Federal, Restricted State, or local funds, depending on the particular project authorized.

**Commitment Level:** Funding is not committed until work is authorized.

**Risk Assessment:** Increase in administrative costs.

**Cost Reduction:** N/A

**New Project Identification:** This contract is not project or service specific.

16. \*HIGHWAYS - Claims Review Services  
Contract (2003-0084) between the MDOT and Kimley-Horn of Michigan, Inc., will allow Kimley-Horn to continue to serve as MDOT's consultant with respect to software and other computer related issues in connection with a \$24 million lawsuit filed against MDOT by Rockwell Collins, Inc. The total contract amount will be \$140,682.70. This contract will be in effect from the date of award through December 31, 2003. Source of Funds: 80% Federal Highway Administration Funds (\$112,546.16) and 20% State Restricted Trunkline Funds (\$28,136.54).

**Purpose/Business Case:** Kimley-Horn will continue to serve as MDOT's consultant with respect to software and other computer-related issues in connection with a \$24 million lawsuit filed against MDOT by Rockwell Collins, Inc. The project giving rise to the lawsuit involves the Michigan Intelligent Transportation System (MITS) Center in Metropolitan Detroit. Kimley-Horn will also serve as an expert witness on behalf of MDOT.

**Benefit:** Kimley-Horn will provide technological analysis and expert testimony on behalf of MDOT in response to Rockwell's \$24 million lawsuit against MDOT. Kimley-Horn's expertise is required to refute allegations set forth by software/hardware experts retained by Rockwell.

**Funding Source:** 80% Federal Highway Administration Funds (\$112,546.16) and 20% State Restricted Trunkline Funds (\$28,136.54).

**Commitment Level:** Actual cost plus overhead on an as needed basis—actual hourly cost reimbursement.

**Risk Assessment:** If Kimley-Horn is not retained, the allegations and testimony of Rockwell's software/hardware experts would not be subject to scrutiny by an expert on behalf of MDOT.

**Cost Reduction:** Kimley-Horn has been providing consulting services to MDOT for the Rockwell Collins/MITS Center project for several years as a sub-consultant to O'Brian Krietzburg/URS. This contract will allow Kimley-Horn to continue to provide consulting services with respect to software and other computer-related issues to MDOT as a primary consultant.

**New Project Identification:** No

17. HIGHWAYS - IDS Engineering Services

Contract (2003-0232) between MDOT and Boldt, McLeod & Johnson, Inc., will provide for services for which the consultant is prequalified to be performed on an as needed/when needed basis. The contract will be in effect from the date of award through three years. The maximum contract amount will be \$4,000,000, and the maximum amount of any authorization will be \$1,000,000. Authorizations over \$100,000 will be submitted to the State Administrative Board for approval. Source of Funds: Federal, Restricted State, or local funds, depending on the particular project authorized.

**Purpose/Business Case:** To establish an indefinite services contract so future engineering services can be authorized efficiently.

**Benefit:** Less administrative time needed to process authorizations versus contracts.

**Funding Source:** Federal, Restricted State, or local funds, depending on the particular project authorized.

**Commitment Level:** Funding is not committed until work is authorized.

**Risk Assessment:** Increase in administrative costs.

**Cost Reduction:** N/A

**New Project Identification:** This contract is not project or service specific.

18. HIGHWAYS - IDS Engineering Services

Contract (2003-0233) between MDOT and Consoer Townsend Envirodyne Engineers of Michigan, Inc., will provide for services for which the consultant is prequalified to be performed on an as needed/when needed basis. The contract will be in effect from the date of award through three years. The maximum contract amount will be \$4,000,000, and the maximum amount of any authorization will be \$1,000,000. Authorizations over \$100,000 will be submitted to the State Administrative Board for approval. Source of Funds: Federal, Restricted State, or local funds, depending on the particular project authorized.

**Purpose/Business Case:** To establish an indefinite services contract so future engineering services can be authorized efficiently.

**Benefit:** Less administrative time needed to process authorizations versus contracts.

**Funding Source:** Federal, Restricted State, or local funds, depending on the particular project authorized.

**Commitment Level:** Funding is not committed until work is authorized.

**Risk Assessment:** Increase in administrative costs.

**Cost Reduction:** N/A

**New Project Identification:** This contract is not project or service specific.

19. MULTI-MODAL (Aeronautics) - Land Acquisition

Contract (2003-0220) between MDOT and the City of Holland will provide Federal grant funds for land acquisition fees for Parcels 32, 34, and E35 at the Tulip City Airport in Holland, Michigan. This is a sub-grant issued pursuant to the conditions of the Block Grant given to MDOT by the Federal Aviation Administration (FAA). The contract will be in effect from the date of award through three years. Source of Funds: FAA Funds (via Block Grant) - \$1,000,000; City of Holland Funds - \$111,111; Contract Total - \$1,111,111.

**Purpose/Business Case:** Tulip City Airport near Holland is a general aviation airport serving major industrial users, such as Johnson Controls and Hayworth. Annual operations by large jet aircraft exceed 4,000 per year. The land acquisition will allow the runway to be extended to 6,000 feet and provide required runway safety areas as per FAA requirements. The extension will allow larger aircraft to use the airport, as well as improving safety.

**Benefit:** The benefit to the community of the larger runway is in the advantages it gives to the business users by making the businesses more competitive, encouraging expansion, and bringing in new users.

**Funding Source:** FAA Funds (via Block Grant) - \$1,000,000; City of Holland Funds - \$111,111; Contract Total - \$1,111,111.

**Commitment Level:** The contract is a fixed cost for the project. Land acquisition contracts are based on appraised values.

**Risk Assessment:** If the contract is not awarded, the land will not be purchased, since the local agency could not afford to fund the project without Federal assistance.

**Cost Reduction:** All costs for the project are in accordance with CFR, Title 49, Part 24, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.

**New Project Identification:** This is a new construction project.

20. MULTI-MODAL (Aeronautics) - Land Acquisition

Contract (2003-0221) between MDOT and the City of Holland will provide Federal grant funds for land acquisition and attorney fees for Parcels E33 and 36 at the Tulip City Airport in Holland, Michigan. This is a sub-grant issued pursuant to the conditions of the Block Grant given to MDOT by the Federal Aviation Administration (FAA). The contract will be in effect from the date of award through three years. Source of Funds: FAA Funds (via Block Grant) - \$860,850; City of Holland Funds - \$95,650; Contract Total - \$956,500.

**Purpose/Business Case:** Tulip City Airport near Holland is a general aviation airport serving major industrial users, such as Johnson Controls and Hayworth. Annual operations by large jet aircraft exceed 4,000 per year. The land acquisition will allow the runway to be extended to 6,000 feet and provide required runway safety areas as per FAA requirements. The extension will allow larger aircraft to use the airport, as well as improving safety.

**Benefit:** The benefit to the community of the larger runway is in the advantages it gives to the business users by making the businesses more competitive, encouraging expansion, and bringing in new users.

**Funding Source:** FAA Funds (via Block Grant) - \$860,850; City of Holland Funds - \$95,650; Contract Total - \$956,500.

**Commitment Level:** The contract is a fixed cost for the project. Land acquisition contracts are based on appraised values.

**Risk Assessment:** If the contract is not awarded, the land will not be purchased, since the local agency could not afford to fund the project without Federal assistance.

**Cost Reduction:** All costs for the project are in accordance with CFR, Title 49, Part 24, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.

**New Project Identification:** This is a new construction project.

21. \*MULTI-MODAL (Aeronautics) - State Block Grant from FAA

Contract (2003-0231) between MDOT and the Federal Aviation Administration (FAA) is a grant contract issued under the State Block Grant Program authorized by the Federal Airport Improvement Program legislation. The Block Grant is issued to MDOT, and MDOT issues sub-grants to the local communities for airport development projects. Each of the sub-grants will be presented to the State Administrative Board for approval. Each sub-grant will be used to fund 90 percent of a development project, with the remaining 10 percent coming from State and/or local funds. The amount of the Block Grant issued to MDOT is estimated at \$20,754,953. The Grant will be in effect from the date of award through the completion date of the last sub-grant issued under the Block grant or May 2013, whichever is later.

**Purpose/Business Case:** The Grant issued to MDOT through the State Block Grant Program provides the Federal funding used for airport improvement projects at general aviation airports as determined by the State.

**Benefit:** The benefit will be increased public safety through capital improvement projects and expanded airport security measures.

**Funding Source:** 100% FAA funds.

**Commitment Level:** MDOT will issue sub-grants to local community airports using an estimated 90% FAA funds and 10% State and/or local funds. The costs for each sub-grant will be based on cost estimates, fixed cost, or competitive bid.

\*Denotes a non-standard contract/amendment

**Risk Assessment:** This is a revenue grant. There is no risk to the State.

**Cost Reduction:** The grant amount is not negotiable.

**New Project Identification:** This is not a new construction project.

22. \*TRANSPORTATION PLANNING - Shared Use Trail Study

Contract (2003-0127) between MDOT and Michigan State University (MSU) will provide for MSU to conduct the second part of a three-phase project to assess the transportation uses, tourism-generated economic benefits, and security aspects of selected shared use trail corridors to aid in the development of existing trails and provide resources to communities that plan new trails. Transportation Equity Act for the 21st Century (TEA-21) enhancement funds were awarded in 1999 to conduct this study. The contract will be in effect from the date of award through May 31, 2004. The contract amount will be \$133,465. Source of Funds: Federal Highway Administration Funds - \$106,772 and State Restricted Trunkline Funds - \$26,693.

**Purpose/Business Case:** This study will promote trail development by identifying the transportation and economic benefits of shared use trails and addressing security issues associated with trails for trail users and adjacent property owners.

**Benefit:** One of the greatest obstacles to trail development is difficulty in building strong local support. This is due in large part to lack of information about the benefits of trails to local communities and security fears of adjacent property owners and trail users. Using products from the study, communities will be able to estimate the community and economic benefits of trails during the planning process. MDOT will also be able to use the information from this study in the evaluation and selection of future trail Transportation Enhancement applications.

**Funding Source:** This project was competitively selected through the Transportation Enhancement (TE) Program, which will cover 80 percent of project costs. The Transportation Equity Act for the 21st Century (TEA-21) requires that 10 percent of the Surface Transportation Funds (STF) be set aside for TE activities. Federal TE funds require a 20 percent match, which will be paid by MTF funds (State Restricted Trunkline Funds).

**Commitment Level:** The contract amounts are fixed.

**Risk Assessment:** MDOT is required to spend a minimum of 10 percent of STF funds on TE projects. If this project is not implemented, the funds could be returned to the TE program and a lower-scoring project might then be funded. There is a risk that a replacement project might not be ready in time, and Federal funds might not be captured.

**Cost Reduction:** A lower rate has not been negotiated.

**New Project Identification:** This is the second phase of a two-part study that will identify the transportation and economic benefits of developing shared use trails and will evaluate and address security aspects associated with shared use trails. The first phase of the study looked only at the Pere Marquette Rail Trail in Midland and Isabella Counties and provided good results, but due to the rural setting of the trail, the findings could not be applied on a statewide basis. Phase Two of the study will look at three additional trail facilities that are in different geographic areas of the State. This will allow for a broader application of the findings.

23. \*TRANSPORTATION PLANNING - Documentation of Historic Shipwrecks

Contract (2003-0229) between MDOT and the Chippewa County Road Commission will provide archaeological research and documentation from several historic shipwrecks located within the Whitefish Point Underwater Preserve. This is a transportation enhancement-funded project under Section 106 of the National Historic Preservation Act. The contract will be in effect from the date of award through February 1, 2005. The contract amount will be \$300,000. Source of Funds: Federal Highway Administration Funds - \$225,000; Chippewa County Road Commission Funds - \$75,000.

**Purpose/Business Case:** Archaeological research and survey, documentation, and public museum exhibition of resultant data from several shipwrecks located within the Whitefish Point Underwater Preserve. Authorized by TEA-21 and performed under Section 106 of the National Historic Preservation Act, this is a transportation enhancement-funded project under the categories of "Historic Resource Surveys and Archaeological Planning Research/Interpretation of Archaeological Sites."

\*Denotes a non-standard contract/amendment

**Benefit:** Documenting historic shipwrecks while refining methods in underwater archaeology and resource documentation/preservation; creating direct public access to local museum exhibits, illustrations, and booklets of Michigan's underwater historic archaeological resources at Whitefish Point; and, promoting tourism/economic development.

**Funding Source:** TEA-21, Transportation Enhancement Funds (FHWA) - \$225,000, Chippewa County Road Commission Funds - \$75,000.

**Commitment Level:** This project budget is estimated with actual costs not to exceed \$225,000.

**Risk Assessment:** The risk of not performing this activity is the potential for destructive processes to further degrade these historical archaeological resources prior to their proper recordation and preservation.

**Cost Reduction:** The Chippewa County Road Commission has accessed its 25% match for this project through the use of a cooperating agreement with the Great Lakes Shipwreck Historical Society and its resources as a single source for performance of the work. Cost savings were initially realized by increasing the local match from \$65,000 to \$75,000 with the TEA-21 amount requested revised from \$300,000 to \$225,000.

**New Project Identification:** This is a new research project and not part of any other MDOT undertaking.

## EXCESS PROPERTY

24. RESOLUTION AA@ - Sale To Abutting Owner  
Control Section 18041, Parcel C-73 Part A, Tract 102

The subject tract is located in Redding Township, Clare County, Michigan, and is being sold to the adjoining property owner. The abutting owner's garage is currently encroaching on the subject property. The abutting owner's garage is approximately 300 square feet, more or less. The minimum acceptable bid for this parcel is \$1,600. The current appraised market value of the property. The subject property was appraised by Thomas R. Williams of the Oetzel-Williams Group at \$1,600. The appraisal was reviewed by Phyllis Burghy, Property Analyst, and approved for sale by W. Patrick Scarlett, Supervisor, Excess Property Unit, Real Estate Support Area. Because of the existing encroachment and per MDOT practices, the subject tract was not offered to local municipalities prior to being offered to the abutting owner. The parcel was determined to be excess by the Bureau of Highways - Development.

\$1,600

**Purpose/Business Case:** The purpose of excess property sale contracts is to dispose of State-owned excess property by sale to State agencies, local units of governments, or private parties. The sale of excess property returns revenue to the State.

**Benefit:** MDOT benefits by reducing the inventory of State-owned property and generating revenue.

**Funding Source:** N/A, revenue generating.

**Commitment Level:** Excess property is appraised for market value, and minimum sale price is based on that appraised value.

**Risk Assessment:** If excess property is not sold, it will reduce the amount of State revenue.

**Cost Reduction:** The State does not accept less than appraised value.

**New Project Identification:** N/A

25. RESOLUTION "B" – Relinquishment of Easement  
Control Section 04021, Parcel 58 Part A, Tract 368

The property proposed for relinquishment contains 0.59 acres, more or less, and is located in the Township of Green, Alpena County, Michigan. MDOT has ceased using the easement rights granted, and in accordance with MDOT procedures, the parcel was determined to be excess by the Bureau of Highways - Development. A relinquishment has been requested by the current Fee Owners, Thomas and Amy Kane, husband and wife, and the \$500 processing fee has been paid. Granting of this relinquishment has been approved by Brian Ness, Region Engineer, North Region.

\$500 (Processing Fee)

**Purpose/Business Case:** When the Department relocates right of way, it in effect abandons its usually narrowly defined "for highway purposes" easement rights. Therefore, when requested and upon payment of a \$500 processing fee, we "release" our previously held abandoned easement interest.

**Benefit:** MDOT benefits by reducing its possible liability as an interested party in the property as well as earning the \$500 processing fee and generating revenue.

**Funding Source:** N/A, revenue generating.

**Commitment Level:** Relinquishment of an unused easement interest is not pursued without the payment of the \$500 processing fee.

**Risk Assessment:** If this request for relinquishment is not processed, it will reduce the amount of State revenue.

**Cost Reduction:** The State does not accept less than the prescribed processing fee.

**New Project Identification:** N/A

\*Denotes a non-standard contract/amendment

In accordance with MDOT's policies and procedures and subject to concurrence by the Federal Highway Administration, the preparation and execution of the appropriate documents approved by the Attorney General, and compliance with all legal and fiscal requirements, I recommend for approval by the State Administrative Board the items on this agenda.

The approval by the State Administrative Board of these contracts does not constitute the award of same. The award of contracts shall be made at the discretion of the Director-Department of Transportation when the aforementioned requirements have been met. Subject to exercise of that discretion, I approve the contracts described in this agenda and authorize their award by the responsible management staff of MDOT to the extent authorized by, and in accordance with, the December 14, 1983, resolution of the State Transportation Commission and the Director's delegation memorandum of January 14, 2003.

Respectfully submitted,

Gloria J. Jeff  
Director

**SUPPLEMENTAL AGENDA**

**DEPARTMENT OF TRANSPORTATION**

**TRANSPORTATION and NATURAL RESOURCES COMMITTEE  
STATE ADMINISTRATIVE BOARD**

T&NR Meeting: April 9, 2003 - Secretary of State's Office, 3:30 PM  
State Administrative Board Meeting: April 15, 2003 - State Capitol, 11:00 AM

\*\*\*\*\*

**CONTRACTS**

1. **HIGHWAYS - IDS Construction Engineering Services**  
Authorization (Z7) under Contract (2001-0661) between MDOT and Parsons Brinckerhoff Michigan, Inc., will provide for construction engineering services to be performed for cold milling and bituminous resurfacing and related work on M-14 (Plymouth Road), Inkster Road to Wormer Avenue, in the city of Livonia and Redford Township, Wayne County (CS 82101 - JN 47068A). This authorization will be in effect from the date of award through December 31, 2003. The authorization amount will be \$152,555.33. The contract term is November 29, 2001, through November 29, 2004. Source of Funds: 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline Funds.

**Purpose/Business Case:** This road project is for 1.83 miles of cold milling and bituminous resurfacing and related items of work on Plymouth Road (old M-14).

**Benefit:** This work will provide for an improved, safer Plymouth Road (old M-14) and intersection.

**Funding Source:** 81.85% Federal Highway Administration Funds and 18.15% State Restricted Trunkline.

**Commitment Level:** The hourly costs are fixed; however, the number of hours to perform this work has been estimated.

**Risk Assessment:** Failure to rehabilitate the existing roadway could result in hazardous traveling conditions for the public.

**Cost Reduction:** Costs in professional services contracts are based on an actual cost plus fixed fee basis not to exceed the contract maximum amount. Hours are negotiated based on needed service.

**New Project Identification:** This project is a rehabilitation of an existing route (Old M-14, Plymouth Road).









In accordance with MDOT's policies and procedures and subject to concurrence by the Federal Highway Administration, the preparation and execution of the appropriate documents approved by the Attorney General, and compliance with all legal and fiscal requirements, I recommend for approval by the State Administrative Board the items on this agenda.

The approval by the State Administrative Board of these contracts does not constitute the award of same. The award of contracts shall be made at the discretion of the Director-Department of Transportation when the aforementioned requirements have been met. Subject to exercise of that discretion, I approve the contracts described in this agenda and authorize their award by the responsible management staff of MDOT to the extent authorized by, and in accordance with, the December 14, 1983, resolution of the State Transportation Commission and the Director's delegation memorandum of January 14, 2003.

Respectfully submitted,

Gloria J. Jeff  
Director