



October 3, 2018

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Contract Award Recommendation for Athletic Fields Design Services  
Franklin High School & Stevenson High School

Dear Mr. Francis:

This letter transmits an update from Plante Moran CRESA (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of an Architecture/Engineering (AE) Firm for the Projects listed above. This update represents the mutual efforts of PMC and LPS administration and staff (Sinking Fund Team) to present a framework in order to identify, evaluate and recommend a Firm for these Projects.

In 2017, LPS awarded a contract to Foresite Design, Inc. (FDI) to provide design services for the athletic improvements at Churchill High School. This contract was later increased to include the athletic turf for the football, baseball, and softball fields at Franklin High School and Stevenson High School so that a single source of turf material would be utilized throughout the district. Lastly, FDI has designed the dugout replacement work at Churchill High School.

The Sinking Fund Team has been satisfied with the work completed by FDI to date and requested a formal proposal from them to incorporate the balance of athletic improvement work at Franklin and Stevenson High Schools. In response to this request, FDI provided the attached proposal dated September 26, 2018 to extend their services. Their proposed fee remains competitive and consistent with the percentage used to award their original contract (4.5% of recommended bidder amount inclusive of any designed and/or accepted alternates).

The Sinking Fund Team has reviewed their proposal and budget and recommends the Board of Education retain FDI for the above referenced work in the amount of \$99,000.00. This equates to 4.5% of the initial hard construction budget for this work of \$2,200,000.00.

The cost for this work will be detailed in a Purchase Order issued by the District and in a contract amendment to their original contract, pending final review and approval of terms by district legal counsel. Please note the actual change order amount will be adjusted to reconcile with the actual bid results for this work in accordance with their contract terms and their proposal.

The Sinking Fund Team is available at the Board's convenience to answer any questions regarding this process and/or the recommendation. Please direct all questions through me via email.

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in blue ink, appearing to read "Scott Smith".

Scott Smith, LEED AP  
Senior Consultant

Enclosures: Foresite Design Proposal dated 9/26/2018

September 26, 2018

Mr. Phil Francis  
Livonia Public Schools

Re: 2019 Project Proposal – Livonia Public Schools

Dear Mr. Francis,

We are pleased to continue our relationship with Livonia Public Schools on the 2019 Franklin and Stevenson athletic projects. I have identified the preliminary scope of the project below, and provided an Opinion of Costs.

**Preliminary Project Scope**

**FRANKLIN HIGH SCHOOL**

1. STADIUM - Interior (Turf included in 2018 bid package)
  - a. Field Grading
  - b. Minor Turf Anchor and Drainage repairs
  - c. Replace football goalposts and provide new portable soccer goals
  - d. New utility boxes (to evaluate)
  - e. Re-spray existing 7-lane track, field events, and re-line.
  - f. Replace 4' fence around track with new 4' black vinyl chainlink fence
  - g. Add 8' ornamental double gate under existing archway
2. STADIUM - Exterior
  - a. Replace exterior fence with new 8' black vinyl chainlink fence. Scope includes:
    - i. East fenceline behind home grandstands, along parking lot
    - ii. Fill-in gap in fence near Annex Building
    - iii. North fenceline
  - b. Custom graphic windscreen concealment under home grandstands (up to 4,000SF)
  - c. Relocate flagpole to NE corner of the site
3. SOFTBALL
  - a. Site work for synthetic turf in outfield (Turf included in 2018 bid package)
  - b. Re-grade infield and replace bases
  - c. Move fence 20'-30' further out and relocate scoreboard with fence shift
  - d. Provide additional site work and synthetic turf with increased outfield shift
  - e. New foul poles due to fence relocation
4. BASEBALL
  - a. Site work for synthetic turf infield (Turf included in 2018 bid package)
5. TENNIS
  - a. Add 16' hitting wall along west fence and minor fence revisions

## STEVENSON HIGH SCHOOL

1. STADIUM – Interior (Turf included in 2018 bid package)
  - a. Field grading
  - b. Minor Turf Anchor and Drainage repairs
  - c. Add (2) additional lanes to track
  - d. Replace football goalposts and provide new portable soccer goals
  - e. New utility boxes (to evaluate)
  - f. Crack repair and re-color north D zone (acrylic surface)
  - g. Relocate scoreboard to north end of site
  - h. Add ornamental fence at top of plaza
  - i. Replace 4' fence around track with new 4' black vinyl chainlink fence
2. STADIUM - Exterior
  - a. Replace 8' perimeter fence with black vinyl. North fenceline to remain as galvanized.
  - b. Remove long jump at NE corner of track
  - c. Miscellaneous asphalt/concrete repairs at Home grandstands
3. SOFTBALL
  - a. Site work for synthetic turf in outfield (Turf included in 2018 bid package)
  - b. Re-grade infield and replace bases
  - c. Replace foul poles
4. BASEBALL
  - a. Site work for synthetic turf infield (Turf included in 2018 bid package)
  - b. Replace foul poles
  - c. Replace batting cage

The work identified above will include all necessary demolition, earthwork, site utilities, and drainage. The opinion of cost for the athletic improvements is projected to be \$ 2,200,000.00. The cost of the synthetic turf materials and labor is not included in this cost, as it was included in the 2018 Churchill bid.

Additional costs that should be considered for the project, which would be the responsibility of LPS, would include:

- All fees associated with plan reviews with Local and/or State governing agencies.
- All fees related to third party testing for items such as: hazardous materials, utility surveys, topographic survey, geotechnical investigation, construction testing.
- Construction Contingency to address unforeseen construction conditions (8% recommended)
- Design Contingency to accommodate revisions between schematic design and construction documents (2.5% recommended)

The **Design Schedule** will be as follows:

Schematic Design/Design Development	In Process – October 9, 2018
Review Meeting - Owner/SHS,FHS Reps/PMC/FDI	October 10 <sup>th</sup> /11 <sup>th</sup> , 2018
Design Development	October 12 – October 23
Meeting – 80% CD Owner Review and Approval	October 24
Design Development	October 25 – November 6
Meeting – Final Bid Document Review	November 8, 2018
Bidding Period	November 13 – November 28
Bids Due	November 28, 2018
Post Bid Evaluations	November 29 <sup>th</sup> /30 <sup>th</sup>
Letter of Recommendation	December 5, 2018
Board Committee Meeting	December 10, 2018
Board Approval Award Meeting	December 17, 2018



**Design Fee** – Our fee to assist Livonia Public Schools with this project will be the same as last year; 4.5% of actual bid awards inclusive of any designed and accepted alternates. For the purpose of computing an initial fee, this equates to \$99,000 (4.5% of budgeted \$2,200,000).

Thank you for giving Foresite Design the opportunity to work with the Livonia Public Schools on the 2019 Athletic Renovations at Stevenson and Franklin High Schools. Should you have any questions with regards to the above or require any additional information, please do not hesitate to contact this office.

Sincerely,



Bruce Lemons, RLA

BSL/co

CC: Paul Theriault, PMC  
Scott Smith, PMC  
Mike Sims, FDI  
FDI File

