

## AGENDA

### **Randolph Street Intercounty Drain Drainage Board** Wayne and Oakland Counties

**September 23, 2024 – 10:00 a.m.**

Northville City Hall

215 W. Main St.

Northville, MI, and Microsoft Teams

1. Call meeting to order

Board Members:

Michael Gregg, Chair, Michigan Department of Agriculture and Rural Development

Elmeka Steele, Wayne County Drain Commissioner

Jim Nash, Oakland County Water Resources Commissioner

2. Approval of the meeting agenda for September 23, 2024
3. Approval of Drainage District Board Meeting Minutes from June 24, 2024
4. Public Comment
5. Present Memorandum from Geoff Wilson, P.E., Chief Engineer, regarding the Bid Award, Project Cost, and Authorization for Grant Agreement for the Serenity Point and Riverbank Stabilization Project
6. Present Memorandum from Joel Kohn, Senior Environmental Planner, regarding the Treatment of Invasive Species with Lexington Condominiums
7. Present trial balance
8. Other business
9. Adjourn

**Agenda Item No. 3**

Board Meeting Minutes from  
June 24, 2024

Minutes of the Meeting  
of the Intercounty Drainage Board for the  
Randolph Street Drain

June 24, 2024

Minutes of the regular meeting of the Drainage Board of the Randolph Street Drain Drainage District held at Northville City Hall, 215 W. Main Street, Northville, Michigan on the 24<sup>th</sup> day of June 2024 at 10:00 a.m. Eastern Standard Time and via Microsoft Teams.

Present: Michael Gregg, Chairperson and Deputy for Dr. Tim Boring, Director of the Michigan Department of Agriculture and Rural Development; Anne Vaara for Jim Nash, Secretary and Oakland County Water Resources Commissioner; Elmeka Steele, Member and Wayne County Drain Commissioner.

Absent: Jim Nash, Secretary and Oakland County Water Resources Commissioner.

Also Present: Representing the office of the Oakland County Water Resources Commissioner: Geoffrey Wilson and Stephanie Lajdziak. Representing the City of Northville Public Works: Wendy Longpre. Representing Wayne County Drain Commission: Patrick Cullen.

1. Call meeting to order.

Chairperson Gregg called the meeting to order at 10:00 a.m.

2. Agenda.

Motion by Vaara, supported by Steele, to approve the June 24, 2024, agenda as presented.

Adopted: YEAS – 3  
NAYS – 0

3. Minutes.

Motion by Steele, supported by Vaara, to approve the minutes of the December 18, 2023, meeting.

Adopted: YEAS – 3  
NAYS – 0

4. Public Comment.

None.

5. Serenity Point and Riverbank Stabilization Project – Grant Project Update

Goeff Wilson presented a memorandum to the Board regarding the Congressional Community Project Funding Grant. It was advised that the design, which is was provided by Hubbel, Roth, & Clark, is currently at 90% plans. This plan will address multiple issues including bank stabilization and erosion of the outfall. Commissioner Steele inquired as to the timeline of the project and was advised that Mr. Wilson would like the bids to be received by the end of Fiscal Year 2024 in order to comply with the grant process. Once the contract is

awarded, it was noted that the Board will be informed of a project budget and an assessment will also be presented for approval. Mr. Wilson recommended that the Board authorize the submittal of the grant application and advertise the project for bidding once all requirements are met.

Motion by Varra, supported by Steele, to authorize Commissioner Nash to complete and submit the grant application to the EPA and execute the Grant Award Agreement as presented.

Adopted: YEAS – 3  
NAYS – 0

Motion by Vaara, supported by Steele, to authorize Oakland County WRC to advertise the project for bidding once project documents are compliant with the construction standards and the EPA grant requirements.

Adopted: YEAS – 3  
NAYS – 0

6. Trial Balance.

Mr. Wilson presented the Trial Balance report dated June 17, 2024, indicating a cash balance of \$22,230.53.

Motion by Vaara, supported by Steele, to receive and file the updated Trial Balance as presented.

Adopted: YEAS – 3  
NAYS – 0

7. Other Business.

None.

8. Adjourn.

Motion by Vaara, supported by Steele, to adjourn the June 24, 2024, meeting at 10:30 a.m.

Adopted: YEAS – 3  
NAYS – 0



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Anne Vaara, Acting Secretary  
Randolph Street Intercounty Drain Drainage Board

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I hereby certify that the foregoing is a true and complete copy of the minutes of the Randolph Street Intercounty Drain Drainage Board, at a meeting held on the 24<sup>th</sup> day of June 2024, and that the meeting was conducted and public notice was given in compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, as may be amended from time to time and that the minutes were kept and will be or have been made available to the public as required by the Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 24<sup>th</sup> day of June 2024



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Anne Vaara, Acting Secretary  
Randolph Street Intercounty Drain Drainage Board

## **Agenda Item No. 4**

Public Comment

**Agenda Item No. 5**

Serenity Point and Riverbank Stabilization Project Bid  
Award and Grant Agreement

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER****MEMORANDUM**

**TO:** Michael Gregg, Chairperson, Randolph Street Intercounty Drain Drainage Board

**FROM:** Geoff S. Wilson, P.E. – Chief Engineer

**SUBJECT:** Randolph Street Drain Serenity Point and Riverbank Stabilization Project – Bid Award, Project Cost, and Authorization for Grant Agreement

**DATE:** September 23, 2024

Bids were received for the Randolph Street Drain Serenity Point and Riverbank Stabilization Project. VIL Construction was the low bidder with an amount of \$730,995. VIL Construction has worked on other portions of the Randolph Street Drain and has performed similar projects for the Oakland County Water Resources Commissioner's Office.

The project is estimated to cost \$972,862, and is expected to receive grant funds capped at \$560,000. Accordingly, the Drainage District is responsible for the remaining amount and both the City of Novi and the City of Northville are aware of the expected project cost.

**Recommended Action:**

- 1. Award the contract to VIL Construction, contingent upon the EPA grant being finalized and staff review of all documentation, bonds, and insurance, for the as-bid amount of \$730,995.**
- 2. Authorize Jim Nash to sign the grant agreement upon receipt from EPA.**
- 3. Authorize a project budget of \$979,862 for the Randolph Street Drain Serenity Point and Riverbank Stabilization Project.**





September 11, 2024

Oakland County Water Resources Commissioner  
One Public Works Drive  
Build #95W  
Waterford Twp., MI 48328

Attention: Mr. Geoff Wilson, P.E., Chief Engineer

Re: Randolph Drain – Serenity Point Project  
Bid Results & Recommendation of Award

HRC Job No. 20230950

Dear Mr. Walsh:

Enclosed is the Bid Tabulation for the subject project. Four (4) bids were received and publicly opened and read at 3:00 PM on Thursday, August 29, 2024. The bid amounts ranged from a low of \$730,995.00 to a high of \$1,446,408.00. As shown, we find V.I.L. Construction, Inc., located in Sterling Heights, Michigan, is the lowest responsive bidder at a total construction cost bid of \$730,995.00.

V.I.L. Construction, Inc. has satisfied the bid requirements and has submitted all the necessary information in order for the bid proposal to be considered complete and responsive. They have experience working with the WRC and HRC, most recently with HRC on the City of Birmingham Municipal Parking Lot #5 Slope Restoration Project. The low bid was below the final pre-bid Engineer's Estimate of construction costs on this Contract.

Our office has contacted V.I.L. Construction, Inc. and they have indicated they are able to complete the project in accordance with the bid documents, schedule and for the amount bid. As a result, we recommend awarding the Randolph Drain – Serenity Point Project construction contract to V.I.L. Construction, Inc. for a total amount of \$730,995.00, subject to receipt of the appropriate bonds, insurances and executed contract. Construction is anticipated to begin January 2025 and be completed by June 30, 2025.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



John V. Balint, P.E.  
Associate

Attachment

pc: WRC;  
HRC; J. Burton, B. Tarpinian, File

**RANDOLPH STREET SERENITY POINT DRAIN IMPROVEMENTS**  
**ESTIMATE OF PROJECT COSTS**  
**REVISED: SEPTEMBER 10, 2024**

	Project Costs
<b>1) Contracted Services: Construction Cost</b>	
a Constuction Cost (as-bid)	\$ 730,955
b Add More if Multiple Phases/ Contracts	
<b>Subtotal Construction Cost</b>	<b>\$ 730,955</b>
<b>2) Engineering Consultants</b>	
a Design Phase	\$ 64,560
b Construction Administration, Inspection, Surveying	\$ 53,040
c SHPO Application, Documentation, Grant Application	\$ 11,000
d Geo-tech	\$ 5,000
e	
f	
<b>Subtotal Engineering Consultants</b>	<b>\$ 133,600</b>
<b>3) Legal &amp; Financial</b>	
a Easements	
b Legal Costs	
c Financial Consultant (For Bond Sale Only) TBD	
d Bond Counsel (Bond Issue Only) TBD	
e OCIP Insurance	
f Official Statement	
g Wetland Mitigation	
<b>Subtotal Legal &amp; Financial</b>	<b>\$ -</b>
<b>4) County Services:</b>	
a Administration & General (ADM)	\$ 7,310
b Engineering (ENG)	\$ 14,619
c Right-Of-Way (ROW)	\$ 4,300
d Construction Inspection (INS)	
e GIS Mapping (ADM)	
f Operation Staff (STD) (Shutdowns, Training New Facilities, etc.)	
g Survey (SUR)	
<b>Subtotal County Services</b>	<b>\$ 26,229</b>
<b>Project Subtotal</b>	<b>\$ 890,784</b>
<b>5) 10% Construction Contingency</b>	<b>\$ 89,078</b>
<b>TOTAL ESTIMATED COST</b>	<b>\$ 979,862</b>
<b>6) Less Anticipated Grant Funds</b>	<b>\$ 560,000</b>
<b>7) Total Project Cost</b>	<b>\$ 419,862</b>
Send completed estimate to Fiscal Services to be loaded in CIP People Soft Budget Report	

**Agenda Item No. 6**

Invasive Species within Lexington Condominiums

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER**
**MEMORANDUM**

**TO:** Michael Gregg, Chairperson  
Randolph Street Inter-County Drain Drainage Board

**FROM:** Joel Kohn, Senior Environmental Planner

**SUBJECT:** Treatment of Invasive Species within Lexington Condominiums

**DATE:** September 23, 2024

WRC staff have identified Phragmites on the Randolph Street Inter-County Drain within the Lexington Condominiums Complex (8 Mile Road and Taft Road) and is recommending this site be included in the 2024-2026 treatment program. The location of the treatment area is in the map below. Treatment will be completed by PLM Lake and Land Management Corp with a 3-year treatment not to exceed \$2,000.


**Requested Action:**

Approve PLM Lake and Land Management Corp to complete invasive species treatment on behalf of the drainage district for the next 3-years at a cost not to exceed \$2,000

**Agenda Item No. 7**

Trial Balance



Trial Balance

**Organization** Oakland County  
**Periods** FY2024 : Oct - Sep  
**Ledger** Actuals  
**Accounting Worktag** FND82906 Randolph St Drain Ch21  
**Book** Operating  
**Company Currency** USD  
**Translation Currency** USD  
**Run** 09/19/2024 07:31 AM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
100100:Cash - Operating	32,042.77	588.38	25,692.99	6,938.16
104100:Accrued Interest on Investment	214.44	54.14	268.58	0.00
126105:Due from Municipalities-AR Con	285.11	0.00	0.00	285.11
207100:Due to Municipalities	(5,905.32)	0.00	0.00	(5,905.32)
211100:Due to Primary Government	(10,611.75)	10,611.75	0.00	0.00
228100:Deposits Liability	(111.11)	0.00	0.00	(111.11)
230852:Accounts Payable	0.00	23,035.64	23,035.64	0.00
381350:FB Restricted Programs	(15,914.14)	0.00	0.00	(15,914.14)
655000:Investment Income	0.00	277.13	544.52	(267.39)
730000:Contractual Services	0.00	23,059.37	23,035.64	23.73
770000:Internal Support Expenditures	0.00	15,048.96	98.00	14,950.96
<b>Total</b>	<b>0.00</b>	<b>72,675.37</b>	<b>72,675.37</b>	<b>0.00</b>

## **Agenda Item No. 8**

Other Business

**Agenda Item No. 9**

Adjourn