

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

ITEM NO: F3

HEARING TYPE:
Council Meeting

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Resolution

MEETING DATE: April 5, 2016

SUBJECT: Approve the contract with CHB Acquisition Services for Right-of-Way Acquisition Services Associated with the City Streetscapes and Pedestrian Enhancements Project

DEPARTMENT: Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 15

INFORMATION CONTACT: Keith Barker
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PURPOSE:

To approve the contract with CHB Acquisition Services for Right-of-Way acquisition services associated with the City Streetscapes and Pedestrian Enhancements Project.

NEED/ IMPACT:

The City Streetscape & Pedestrian Enhancement project began with design services in the spring of 2014. The project has met the GDOT schedule at various critical milestones beginning with the approval of the Concept Report in March of 2015 and Environmental Approval in February of this year. The Preliminary Engineering plans have been approved by GDOT and the Right-of-Way (ROW) plans will be approved in April of this year.

The next critical milestone event will be the state's approval of the ROW plans and issuing a NTP to the city which will authorize negotiations to proceed on the 53 parcels associated with this project. A majority of the acquisitions will be driveway and temporary construction easements. The total amount of fee simple acquisition is less than 1/2 acre on the entire project.

Once GDOT approves the ROW plans and issues a NTP for the city to begin land acquisition, it is **critical** that the city proceed rapidly with acquisitions to ensure that ROW is certified (city has possession of the land within the construction limits) before March 2017. The project schedule reflects the city receiving Authorization "to let the project" to Construction no later than May 2017.

The City is certified as a "Local Administered Project" (LAP) agency which allows the city to administer the ROW Acquisition and let the project to construction, including ensuring utilities are relocated. For the land acquisition, Clarkston is required to follow both Federal and State guidelines and procedures when acquiring right-of-way and easements for this project.

In order to meet the above timeline and keep the project on track, the city will need to enlist the services of a GDOT Prequalified and experienced Right-of-way Services Consultant. This service was identified in AMEC's contract in 2013.

Staff developed a scope of services and solicited fee proposals from 2 firms. Based on the fees for the various tasks submitted by both firms, the City recommends CHB Acquisition Service, Inc. (Please refer to the attached cost comparison spreadsheet.

Staff is unable to provide council with a definitive lump sum fee for ROW services given the uncertainties of negotiations and whether acquisitions can occur utilizing one or more of the following approaches; "Detailed Cost Estimate" or "Appraisal". As such, staff, based on the recommended firm's scope and fee structure, would propose that the City Council approve a range of ROW Acquisition fees of \$125,000 to \$140,000. This range of fees is dependent on the number of appraisals that may be required if negotiations based on the Detailed Cost Estimate is unsuccessful.

Please note that if Condemnation is required, this range of fees for ROW Acquisition Services will be exceeded and a revised cost estimate and subsequent change order, will be required.

The attached contract has been reviewed by the City Attorney and approved as to form.

The fees for ROW Acquisition Services are funded through the Engineering Phase of the State Road & Tollway Authority (GTIB) loan.

RECOMMENDATIONS:

Staff recommends the City Council approval the attached contract for professional services with CHB Acquisition Services.