

SCHOENHERR RELIEF & BRANCHES DRAIN
INTRA-COUNTY DRAINAGE BOARD
SEPTEMBER 14, 2020
10:45 A.M.
AGENDA

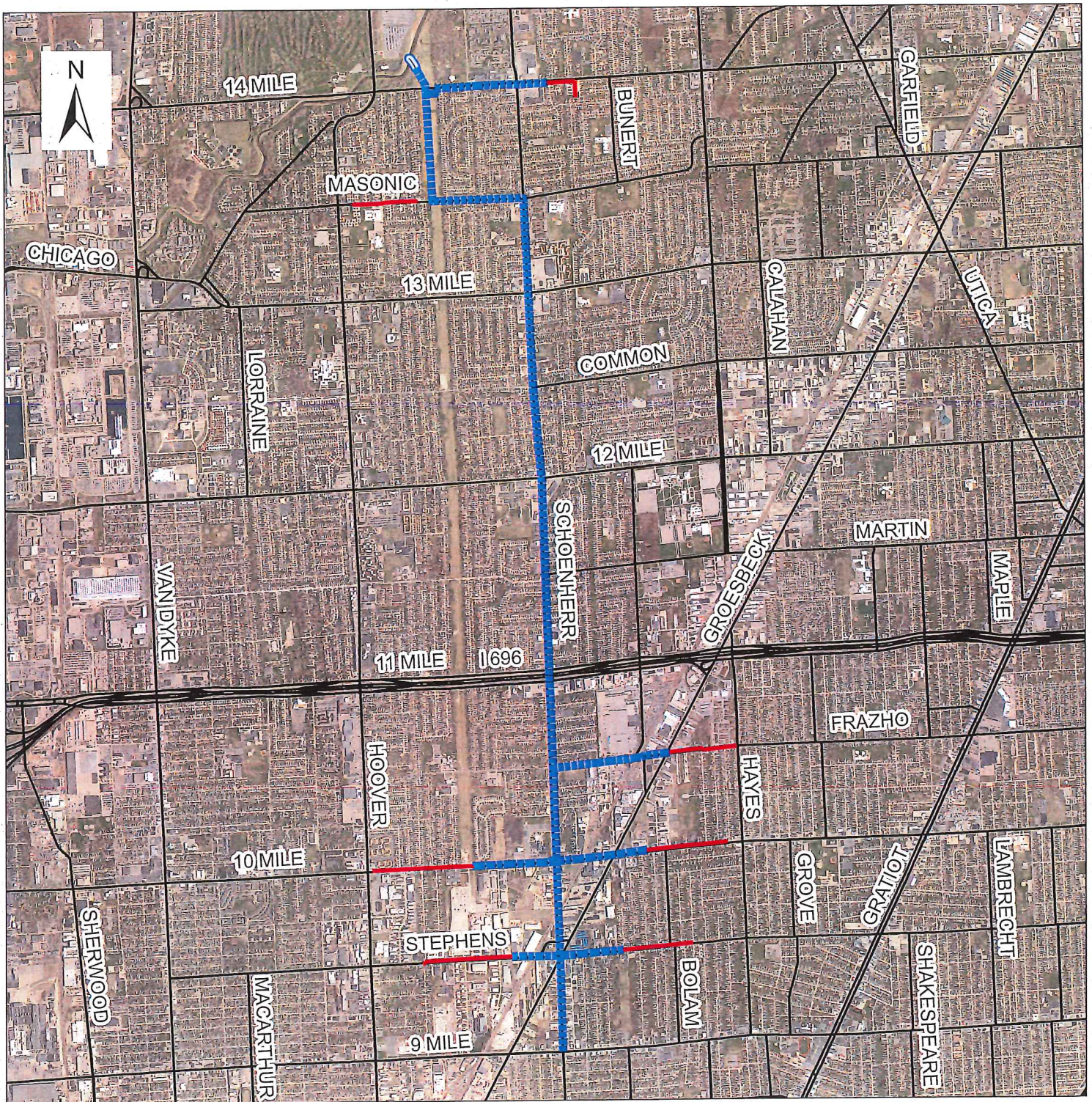
NOTE: THIS MEETING WILL BE HELD BY TELECONFERENCE

Call in Number: 1-408-418-9388
Access Code: 173 370 3944

| | Page |
|---|------|
| 1. Call of meeting to order and roll call | |
| 2. Approval of Agenda for September 14, 2020 | |
| 3. Approval of Minutes for July 13, 2020 | 3 |
| 4. Public Participation | |
| 5. Project Update – Jeff Bednar | |
| 6. Schoenherr Relief Drain Inspection Contract Change Order – Jeff Bednar | 5 |
| Motion: To approve a change order for \$15,000 to the Tetra Tech Contract for the Schoenherr Relief Drain due to a revised scope for the inspection of additional drain branches and structures | |
| 7. Consideration for approval of invoices (see attached) | 8 |
| 8. Financial Report – Bruce Manning | 9 |
| 9. Adjourn | |

SCHOENHERR RELIEF DRAIN & BRANCHES

STERLING HEIGHTS/WARREN



Drain Length (Feet/Miles):
60,095.56 / 11.38
2

Legend

- | Enclosed Gravity | Open Channel |
|--|--------------|
| — < 60" Dia | Ditch |
| ▬▬▬▬ ≥ 60" Dia | Pond |
| Culvert | |

An adjourned meeting of the Intra-County Drainage Board for the **SCHOENHERR RELIEF & BRANCHES DRAIN** was held via telephone conference per the State of Michigan Executive Order due to the COVID-19 pandemic, on July 13, 2020, at 10:34 A.M.

PRESENT: Candice S. Miller, Chair
Bryan Santo, Member
Marvin Sauger, Member

ALSO PRESENT: Robert Mijac, Joseph Romano, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Stephen Downing, Construction & Maintenance Manager, Bruce Manning, Financial Manager, Tom Stockel, Construction Engineer, Jeff Bednar P.E., Environmental Resources Manager, Vince Astorino, Operations & Flow Manager, Kellie Kource, Drain Account Specialist, Macomb County Public Works; Jerry Santoro, Macomb County Planning

The meeting was called to order by the Chair, Candice Miller. A motion was made by Mr. Sauger, supported by Mr. Santo to approve the agenda as presented.

Adopted: YEAS: 3
NAYS: 0

Minutes of the meeting of June 8, 2020 were presented. A motion was made by Mr. Sauger, supported by Mr. Santo to approve the minutes as presented.

Adopted: YEAS: 3
NAYS: 0

The meeting was opened to public participation, then closed, there being no comments from the public.

Mr. Bednar updated the board that the majority of the pipeline system and manholes have been CCTV inspected, and Tetra Tech is underway with the evaluation. We will know by September how we will proceed with the delineation project. In order to identify which assets are Schoenherr Relief versus any other branches, Stacy Hissong has needed assistance in identifying which assets belong to Schoenherr Relief versus other branches or abandoned branches.

A motion was made by Mr. Santo, supported by Mr. Sauger to receive and file the project update by Mr. Bednar.

Adopted: YEAS: 3
NAYS: 0

A motion was made by Mr. Sauger, supported by Mr. Santo to approve the proposal from Spicer Group to help determine the established route and course of the Schoenherr Relief and branches, at a not to exceed cost of \$10,000.

Adopted: YEAS: 3
NAYS: 0

The Chair presented the invoice totaling \$828.00 to the board for review and approval.

A motion was made by Mr. Santo, supported by Mr. Sauger to approve the invoice as presented.

Adopted: YEAS: 3
NAYS: 0

A motion to receive and file the financial report given by Mr. Manning was made by Mr. Sauger and supported by Mr. Santo.

Adopted: YEAS: 3
NAYS: 0

There being no further business, it was moved by Mr. Santo, supported by Mr. Sauger, that the meeting of the Schoenherr Relief & Branches Drain Board be adjourned.

Adopted: YEAS: 3
NAYS: 0

The meeting was adjourned at 10:44 a.m.



Candice S. Miller, Chair
Macomb County Public Works Commissioner

STATE OF MICHIGAN
COUNTY OF MACOMB

I certify that the foregoing is a true and correct copy of proceedings taking by the Intra-County Drainage Board for the Drainage District shown on the attached set of minutes, on July 13, 2020 the original of which is on file in the Public Works Commissioner's Office. Public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1975, including, in the case of a special or rescheduled meeting or a meeting secured for more than 36 hours, notice by posting at least 18 hours prior to the time set for the meeting.



Candice S. Miller, Chair
Macomb County Public Works Commissioner

DATED: 7/13/20



To: Schoenherr Relief Drain Drainage District Board Members

From: Jeff Bednar, P.E., Environmental Resources Manager

Date: September 10, 2020

Subject: Schoenherr Relief SAW Grant Project

The prime contractor for the Schoenherr Relief and Branches SAW project has requested a \$15,000 increase in fees due to unforeseen increases in the complexity of the project. I believe the price increase is justified since the work performed vastly exceeded the original project scope.

The original scope of the Schoenherr Relief SAW Grant Project included only the Main Schoenherr Relief Drain, which is approximately 5.5 miles long and only included inspection of 50 manholes. We asked Tetra Tech to revise the scope dramatically:

| Information | Asset | Original Scope | Revised Scope | Percent Increase |
|---------------------------|--------------|-----------------------|----------------------|-------------------------|
| Number of Drain Branches | | 1 | 16 | 1600% |
| Drain Length (miles) | | 5.5 | 19.75 | 359% |
| Manholes and Catch Basins | | 50 | 752 | 1504% |

Additionally, the revised scope included a new line item for Fahey Schultz Burzych Rhodes to perform drain delineation research. This was prior to the start of data collection, or before the county had digitized the drains for the project. Additionally, Tetra Tech needed to secure a permit from the Macomb County Department of Roads and their inspection fees were also paid out of Tetra Tech's existing contract.

The approximate 3% price adjustment requested is very minor given the substantially better asset management product being prepared for the District.



September 1, 2020

Mr. Jeff Bednar, PE, CFM
Environmental Resources Manager

Candice S. Miller
Macomb County Public Works Commissioner
21777 Dunham Road
Clinton Township, MI 48036

RE: Schoenherr Relief Drain SAW Grant

Dear Mr. Bednar and Ms. Miller,

The following text documents the history of the Schoenherr Relief Drain SAW Grant Project.

The original scope developed in conjunction with Macomb County for the Schoenherr Relief SAW Grant Project was submitted in November of 2013. The scope included the Main Schoenherr Relief Drain, which is approximately 5.5 miles long. Since there was no mapping at the time, Tetra Tech was to GPS locate and inspect approximately 50 manholes and draw the drain in the County's GIS system. We would then clean and televise the drain, perform an engineering assessment of the drain and prepare an Asset Management Plan for the County.

The State awarded the contract in December of 2017. By this time, the staff had changed significantly at the County. The project scope was reviewed with the current staff to confirm if the scope was still relevant. After some discussions, it was decided that since the drain had been inspected in 2006 and there were a significant number of associated drains that had never been reviewed, available funds would be better to inspect the associated drains. We were asked to prepare a new project scope with three options. Option 1 was the Original Drain; Option 2 was all the drains that emptied into the main Schoenherr Relief Drain and option 3 was all the drains that were in the area. (See attached map). After several meetings, the County elected to proceed with Option 1 and Option 2 as the new project scope. This allowed for several additional sub-drains to be inspected utilizing the original \$490,000 Grant amount. At the same time the County was working with Fahey Schultz Burzych Rhodes to determine which drains were actually owned by the County and what the service area was for the Schoenherr Drain. Tetra Tech was asked if we could include \$15,000 in our budget for Fahey Schultz Burzych Rhodes to perform the research. At that time, late 2018, Tetra Tech indicated we would be able to include this. It was however before we had started any data collection, or before the county had digitized the drains for the project.

We are now in the closing months of the project and have been trying our best to leave the \$15,000 in our scope of work for the Fahey research. After reviewing our budget this month, we believe that we do not have any remaining funds to complete the project and include this \$15,000 within our current budget.

September 1, 2020

Just as a comparison, the original scope was to CCTV and Clean 5.5 miles of Drain and GPS 50 manholes. As of this month we have collected the following information:

| | | |
|---------------------------|-----|-----------------------------------|
| Manholes | 445 | |
| Tap Lines | 680 | (many not shown on previous maps) |
| Catch Basins | 295 | |
| Enclosed Gravity Segments | 271 | 19.75 Miles |
| Inlets/Outlets | 43 | |
| MH 3D Scans | 320 | |
| CCTV | | 13.5 Miles (15" to 114") |
| GPS Locations | 752 | (438 Manholes, 314 Catch Basins) |

We are currently updating the County GIS system to reflect this new information. All this data is to be condition assessed and analyzed for inclusion into the Asset Management Plan.

In addition to the large amount of data collected and analyzed, we did initially work with Stacy Hissong from Fahey to review historical drain data and attempted to prepare the rainbow maps she requested. Scope of this effort confirmed that this was a process that Tetra tech was not familiar with and we advised the County to contract with a firm more familiar with the process.

Another unanticipated cost item was for the need to secure a permit from the Macomb County Road Commission for the cost of a permit and their inspection fees to work within the County Road right-of ways. This fee was an additional \$1,600 which Tetra Tech paid out of our existing Contract.

The COVID-19 Pandemic also had some effect on the project to the extent that we needed to ramp up the CCTV during this time in order to complete the project on schedule.

We are prepared to complete our work efforts within our original contract amount without being able to support the budgeted fees of Fahey, Schultz, Burzych, Rhodes as anticipated.

Sincerely,

TETRA TECH



Kenneth E. Kingsley PE

SCHOENHERR RELIEF BRANCHES 8/11/20 - 9/8/20

| <u>Funding Source</u> | <u>Apportionment</u> | <u>Manager</u> | <u>Vendor</u> | <u>Amount</u> | <u>Invoice Detail</u> | <u>Project Summary</u> | <u>Project Balance</u> |
|------------------------------------|--|----------------|------------------|---------------|-----------------------------|---------------------------------------|------------------------|
| Schoenherr Relief & Branches Drain | Chapter 20 Warren - 95.334% Macomb County - 2.8534% State of MI - 1.8126% | | | | | | |
| | SAW 1193-01 (Closing Date 12.01.2020) | Bednar | Fishbeck | \$ 1,166.00 | Invoice #394183 - 8.17.20 | Engineering Services through 8.7.20 | \$ 25,785.26 |
| | SAW 1193-01 (Closing Date 12.01.2020) | Bednar | Tetra Tech, Inc. | \$ 79,267.27 | Invoice #51616834 - 7.29.20 | SAW Grant Engineering | \$ 24,256.13 |
| | SAW 1193-01 (Closing Date 12.01.2020) | Bednar | Tetra Tech, Inc. | \$ 18,725.98 | Invoice #51630187 - 9.1.20 | Professional Services through 8.21.20 | \$ 3,415.28 |
| Total | | | | \$ 99,159.25 | | | |

YTD Trial Balance

Fund: Schoenherr Relief and Branches

As of Fiscal Period: Oct 1, 2019-Aug 31, 2020

| | O&M Balance 9/30/2019 | O&M | Total 8/31/2020 |
|----------------------------|--------------------------------------|----------------|----------------------------|
| Cash - Operating | 108,160 | (37,196) | 70,964 |
| Accounts Receivable | 0 | | 0 |
| Assets | 0 | | 0 |
| Liabilities | 0 | | 0 |
| Revenues | | 211 | 211 |
| Expenditures | | 50 | 50 |
| Encumbrance | 37,699 | (37,357) | 342 |
| | | | |
| Equity | 70,461 | | 70,622 |

| NOTES | Grant | Match | Total |
|--------------|--------------|--------------|--------------|
| SAW 1193-01 | 445,500 | 49,500 | 495,000 |
| YTD | (442,426) | (49,158) | (491,584) |
| Remaining | 3,074 | 342 | 3,416 |