



Plymouth Downtown Development Authority Meeting Agenda

March 14, 2022 7:00 p.m.
Plymouth City Hall & Online Zoom Webinar

Plymouth Downtown Development Authority
831 Penniman
Plymouth, Michigan 48170

www.downtownplymouth.org
Phone 734-455-1453
Fax 734-459-5792

Join Zoom Webinar: <https://us02web.zoom.us/j/83370357671>

Webinar ID: 833 7035 7671 Passcode: 529942

1) CALL TO ORDER

*Kerri Pollard, Chairperson
Andre Martinelli, Vice Chair
Nick Moroz, Mayor
Jack Ayoub
Ellen Elliott
Scott Foess
Brian Harris
Richard Matsu
Dan Johnson
Patrick O'Neill
Shannon Perry*

2) CITIZENS COMMENTS

3) APPROVAL OF THE AGENDA

4) APPROVAL OF MEETING MINUTES

A. Regular Meeting 1-11-2022

5) BOARD COMMENTS

6) OLD BUSINESS

A. Five-Year Action Plan Update

7) NEW BUSINESS

**A. Parklets
B. Central Parking Deck inspection--resolution**

8) REPORTS AND CORRESPONDENCE

**A. Downtown Plymouth Spring Artisan Market—April 23
B. Music in the Air concert series—begins May 27
C. Downtown Spring Projects**

9) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Board, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE - SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create a 5-year staffing projection
2. Review current recruitment strategies and identify additional resources
3. Identify/establish flex scheduling positions and procedures
4. Develop a plan for an internship program
5. Review potential department collaborations
6. Hire an additional recreation professional
7. Review current diversity, equity, and inclusion training opportunities
8. Seek out training opportunities for serving diverse communities

GOAL AREA THREE - COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR - ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, January 10, 2022 - 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:01 p.m.

Present: Chair Pollard, Vice Chair Andre Martinelli, Mayor Nick Moroz, Members Jack Ayoub, Ellen Elliott, Scott Foess, Brian Harris, Dan Johnson, Richard Matsu, Shannon Perry

Excused: Patrick O'Neill

Also present: DDA Coordinator Sam Plymale

2. ELECTION OF OFFICERS

Elliott offered a motion, seconded by Martinelli, to elect Pollard for the position of chair.

There was a roll call vote.

Yes: Ayoub, Elliott, Foess, Harris, Johnson, Matsu, Perry, Moroz, Martinelli, Pollard
MOTION PASSED 10-0

Foess offered a motion, seconded by Moroz, to elect Martinelli for the position of vice chair.

There was a roll call vote.

Yes: Ayoub, Elliott, Foess, Harris, Johnson, Matsu, Perry, Moroz, Martinelli, Pollard
MOTION PASSED 10-0

3. CITIZENS COMMENTS

There were no citizen comments.

4. APPROVAL OF THE AGENDA

Matsu offered a motion, seconded by Moroz, to approve the agenda for January 10, 2022.

There was a roll call vote.

Yes: Ayoub, Elliott, Foess, Harris, Johnson, Matsu, Perry, Moroz, Martinelli, Pollard
MOTION PASSED 10-0

5. APPROVAL OF THE MEETING MINUTES

Elliott offered a motion, seconded by Martinelli, to approve the minutes of the November 8, 2021 regular meeting, the December 13 informational meeting and the December 13, 2021 regular meeting.

There was a roll call vote.

Yes: Ayoub, Elliott, Foess, Harris, Johnson, Matsu, Perry, Moroz, Martinelli, Pollard
MOTION PASSED 10-0

6. BOARD COMMENTS

Elliott congratulated Moroz on being elected mayor and said she appreciated the collaborative nature of the City's strategic planning process.

Moroz thanked the group for volunteering to serve on the DDA board.

Pollard welcomed Ayoub and Harris to the board and asked them to introduce themselves to the group, which they did.

7. OLD BUSINESS

a. Five-Year Action Plan Update

Plymale provided information about the status of the five-year plan.

8. NEW BUSINESS

a. Plymouth Ice Festival

Event organizer James Gietzen said the event, scheduled for February 11-13, would be concentrated more in the Kellogg Park/Gathering area than it was last year. He said there would still be smaller sculptures throughout the downtown as part of the Bingo game, however, and that restaurant owners who would like to put out patios during the event should contact him.

8. REPORTS AND CORRESPONDENCE

There were no reports or correspondence.

2. ADJOURNMENT

Martinelli offered a motion, seconded by Perry, to adjourn the meeting at 7:32 p.m.

There was a roll call vote.

Yes: Ayoub, Elliott, Foess, Harris, Johnson, Matsu, Perry, Moroz, Martinelli, Pollard

MOTION PASSED 10-0



Information Only

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2022\March
Date: 3/14/2022
Re: Five-Year Action Plan Task Update

On January 18, 2022, the Plymouth City Commission approved its new Five-Year Strategic Plan. As discussed at the January DDA Board meeting, DDA staff has added DDA related task items from the City's Strategic Plan to the DDA's Five-Year Action Plan. The DDA's Five-Year Action Plan is approved through 2024.

DDA staff has attached the approved City Strategic Plan as well as the updated DDA Five-Year Action Plan. The additions to the DDA Five-Year Action Plan are listed in red.

2020-2024 Five-Year Action Plan

Rev. February 3, 2021

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 3/10/2022
Improve Parking	<p>**Top Priority**</p> <p>Improve condition, aesthetics, and/or functionality of existing parking lots by:</p> <ul style="list-style-type: none"> - Resurface existing lots that are in need (such as Liberty/Penniman lot, and lot at Harvey/Wing); consider lot re-configuration to improve flow, street edge and pedestrian connections as part of projects. <p>Design parking lot at Saxton's site</p>	DDA Staff/ DDA Board	Short-term		Saxton's lot improvements on hold until development is complete. Development on the new townhomes is underway.
	<p>Finance parking lot maintenance and improvements via a paid parking system. Includes demolition/reconstruction of parking deck.</p> <p>on a direction for paid parking</p> <p>-Decide</p>	DDA Staff/ DDA Board	Short to Mid-term		City Commission directed City/DDA administration to gather information on a potential paid parking system at the February 7 meeting.
	<p>Maximize number of parking spaces</p>	DDA Staff	Short to Long-term		Temporary patios in on-street parking spaces removed in early November 2021. Parking lot rental at Christian Science Church was successful during Harvey Street construction.
Improve pedestrian safety	<p>**Top Priority**</p> <p>Improve pedestrian crossings for safety (also goal of DDA Infrastructure Plan), alerting cars that pedestrian is in crosswalk, specifically:</p> <ul style="list-style-type: none"> - At Penniman/Harvey, Harvey/AA Trail, and Main/Church St. intersections (coordinate with City Commission). - Increase size of waiting area at crossings. - Add alert system for cars as pedestrians enter walkways, especially at midblock crossings such as Main St. between AA Trail and Penniman, or on AA Trail @ Forest. Alerts could include pedestrian activated flashing lights; however, a system with flashing lights may not be appropriate downtown. <p>-Identify locations for additional bike racks</p> <p>-Reach decision on outdoor dining plan and consider "parklets"</p>	City Commission/ DDA Board	Short-term		DDA Board on 4/12/21 passed a cost-sharing resolution with the City Commission calling for mast arm/crossing signal upgrades at Harvey/Penniman and Harvey/Ann Arbor Trail. Harvey Street project COMPLETED, with mast arms/ped signals coming in spring of 2022. City Engineer is designing rapid beacon light signals for mid block crosswalk on Main and the Forest and Ann Arbor Tr. intersection expected to be installed in early 2022. Staff looking for funding for the City Hall and Kellogg Park bike rack locations. Funding for bike rack near Tonquish nature walk to be potentially including in possible upcoming upgrades.
	<p>Maintain sidewalks for safety, making them pedestrian friendly by:</p> <ul style="list-style-type: none"> - Repair concrete where needed. - Replace tree grates (either overall or where needed). - Maintain/update pavers. - Extend sidewalks where needed. 	DDA Staff	Short-term		DMS crews replaced sidewalk sections downtown, with repairs to brick pavers and tree grate areas in spring. Additional sidewalk grinding took place in August. DDA contractor repaired brick pavers in May and June.
	<p>Plant trees (Also goal of DDA Infrastructure Plan) along sidewalks; replace trees in poor condition as identified; investigate organizations (Keep Plymouth Leafy) that supply/plant trees</p>	City Commission/ DDA Board	Mid-term		Tree removed near Westborn after being hit by truck. Expected to be replaced in Spring 2022.
	<p>Improve street and alley lighting for safety; determine decorative lighting style for alleys (ex. illuminating artwork)</p>	DDA Board/ DDA Staff	Mid to Long-term		Director Pat O'Neill to lead. Decorative lighting added to the walkway near Pizza e Vino. Property owner put up decorative lights in DDA office walkway

2020-2024 Five-Year Action Plan

Rev. February 3, 2021

Goal	Task	Responsible Party	Timeframe	Funding Source	Status Update 3/10/2022
	Improve alley "ambiance" via artwork to enhance appearance. Potential locations include DDA office alley, alley around parking structure, alley between theater & gathering area, and by St. Joes (near Subway))	DDA Board	Short-term		Director Pat O'Neill to lead. DDA has information on potential Consumers Energy grant for art projects. New art in walkway near Pizza e Vino
Kellogg Park	Install the new fountain.	DDA Staff	Short-term		COMPLETED
	Top Priority Implement Kellogg Park Master Plan by: - Prioritize action items identified in Goal Setting Session (12-14-20) - Identify potential funding sources priority short-term action items. - Recommend City Commission adopt Kellogg Park Master Plan as an amendment to the Plymouth Five-Year Parks and Recreation Master Plan. - Submit grant application to MDNR to implement top action-item priorities of Kellogg Park Master Plan.	City Commission/ DDA Board	Short to Long-term		Sprinkler system repaired. Staff looking to add a bike rack at the southern edge of Kellogg Park.
Support Businesses	**Top Priority** Rethink café/outdoor dining policy to include: - Closing some streets. - Creating woonerf on Pennimal (in front of theater). - Create semi-permanent dining extension into parallel parking spaces.* - Expand entertainment opportunities in Kellogg Park and throughout downtown. - Create "Social District" for common outdoor liquor sales. *Approved by City Commission starting in April and extending through 2021. -Reach decision on outdoor dining plan and consider "parklets"	City Commission/ DDA Board	Short-term		City Commission approved 15-minute parking spaces strategically spread throughout downtown. Extension for patio season has ended as of 12/31/21. Study session on parklets held on 2/15/22 with all boards present.
	Expand use of technology	DDA Board	Short to Mid-term		Staff met with DG energy in October to learn about potential EV charging opportunities/grants. EV charging stations infrastructure ideas to be included in future design of Saxton's parking lot upgrade. Staff sent DDA Board presentation on EV infrastructure from March MDA conference.
	Engage with businesses to create artwork throughout the DDA	DDA Board/ DDA Staff	Short-term		Director Pat O'Neill to lead
	Attract new businesses and engage with existing businesses	DDA Board/ DDA Staff	Short to Long-term		Downtown kiosks updated in mid September. Partnership with Plymouth Today on Downtown Plymouth retail and restaurant guide renewed for April 2022. Available properties page on website updated as of 3/1/2022.



Information Only

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2022\March
Date: 3/14/2022
Re: Parklet Discussion

On February 10, a joint meeting of several City Boards and Commissions, including the DDA, was held on the subject of parklets. Wade Trim presented some design elements and a robust community discussion was held on the subject.

Staff has included the agenda information and minutes from last month's joint meeting. Some DDA Board members have indicated a desire to have further discussion on the topic at tonight's meeting.



City of Plymouth - Meeting Minutes

City Commission Study Session

Tuesday, February 15, 2022 – 7:00 p.m.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

TIME: 7:00 p.m. at Plymouth Cultural Center, 525 Farmer, Plymouth, MI

PRESENT FROM CITY COMMISSION: Mayor Nick Moroz, Mayor ProTem Tony Sebastian (arrived 7:20), Commissioners Suzi Deal, Linda Filipczak, Jennifer Kehoe, and Kelly O'Donnell.

EXCUSED: City Commissioner Alanna Maguire

PRESENT FROM DOWNTOWN DEVELOPMENT AUTHORITY: Chair Kerri Pollard, Vice Chair Andre Martinelli, Members Ellen Elliott, Scott Foess, Brian Harris, Dan Johnson, Richard Matsu, Shannon Perry

PRESENT FROM HISTORIC DISTRICT COMMISSION: John Townsend

PRESENT FROM PLANNING COMMISSION: Chair Karen Sisolak, Vice Chair Scott Silvers, Commissioners Shannon Adams and Eric Stalter

Also present were City Manager Paul Sincock, City Attorney Bob Marzano, and various members of the city administration.

2. PRESENTATION ON PARKLETS

City Manager Paul Sincock described the concept of parklets, then Wade Trim representatives Shawn Keough, Matt Clark and Scott Lautzenheiser gave a presentation.

The following community members commented on the presentation: Bud Hilliard of 823 Penniman, Dan Johnson of 840 W. Ann Arbor Trail, Wally Janowski of 561 Kellogg, Cindy Eckley of 833 Penniman, Ashlyn of 821 Penniman, Jeff Sisolak of 939 Penniman, Geraldine Hillard of 823 Penniman, Paul Salloum representing Bigalora and Greek Island, Leann Meixner of 253 Blanche, Ron Cook of 294 Main, Marques Thomey of 802 Coolidge and Mark Oppat of the Old Village Association.

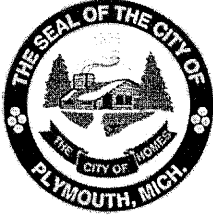
DDA members Ellen Elliott, Scott Foess, Shannon Perry, Kerri Pollard and Patrick O'Neill; and Planning Commissioners Scott Silvers and Karen Sisolak also provided feedback.

Concern was expressed about losing parking spaces if parklets were built (14 of the nearly 1,000 spaces in the City), about parking for non-restaurant businesses and about funding the project. Some suggested semi-permanent parklets. Many spoke in favor of the parklet concept and of preferring an option more attractive than the barriers that were in place the past two summers.

City Commissioners asked clarifying questions and emphasized the need for ADA compliance, cohesion, flexibility and investment in both the downtown and in Old Village if the project was approved.

3. ADJOURNMENT

The meeting was adjourned at 8:36 p.m.



Administrative Information

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

To: Mayor & City Commission
From: Paul J. Sincock, City Manager
CC: S:\Manager\Sincock Files\Memorandum - Parklets Joint Meeting 02-15-22.docx
Date: February 10, 2022
RE: Special Meeting Parklet Discussion

Background

There has been significant discussion related to the continued use of some parking spaces for outdoor dining and other uses during the various seasons. The concept that has been discussed is called a "Parklet" and this was initially discussed in general comments by Wade Trim in the DDA Master Planning sessions last year. We have asked Wade Trim to provide us some more detail on the Parklet concept. These are only concepts at this time the locations can be moved, changed, or dropped. By developing the Parklet concept this would remove the "temporary" look of the extended patio and provide an overall image improvement to the entire downtown or Old Village area.

On the matter of using on-street parking spaces to develop parklets you will recall that the City requested that Eastern Michigan University complete a statistically valid survey of City residents in November of 2021. That survey had some interesting results related parking and the use of parking spaces for additional restaurant seating. Our City Residents responded to the following questions on parking availability and using spaces for dining areas.

How Satisfied are you with the amount of parking in the City?

- *Very Dissatisfied* 4.7%
- *Dissatisfied* 15.7%
- *Neither* 26.3%
- *Satisfied* 36.4%
- *Very Satisfied* 16.9%

How Satisfied are you with the location of parking in the City?

- *Very Dissatisfied* 3.8%
- *Dissatisfied* 8.9%
- *Neither* 20.8%
- *Satisfied* 44.1%
- *Very Satisfied* 22.5%

How important is parking in your consideration of whether to visit downtown?

- *Unimportant* 41.9%
- *Somewhat important* 29.7%
- *Very important* 28.4%

Should the City continue to allow public parking spaces to be used by restaurants as outdoor dining areas?

- *No* 16.6%
- *Yes* 83.4%

Again, the drawings that we are showing you tonight are only concepts only and we developed three different concepts to allow you to get the “flavor” of what a Parklet would look like in either the Downtown or Old Village Area. The three example concepts are showing:

- A full block length Parklet
- An Angled Parking Parklet
- A Parallel Parking Parklet

Again, these concepts could be moved to any location in town. There has been no design work completed or cost estimates put together as the City Commission would need to authorize that work to proceed. There are a number of variables that would go into a Parklet and would affect final pricing. Things like natural gas, water/sewer connections and overhead moveable sunscreens are just a few of examples.

The Parklets would remain as public property and could be used during the “off season” for other public uses, such as expanding the scarecrows in the park to some in the Parklets, the Ice Festival would be another potential use. Perhaps the winter or spring market could expand the number of booths into the parklet areas. The cost of the development of the Parklets would need to be spread onto those using the space, and the concept could be that the current format of minimal payments per square foot for use of public property would not be able to be continued. Parklet development would be much like a regular rent payment that restaurants have for indoor space, and this could be used to help recover some of those development costs. In addition, current patio space that is using parking spaces on the street (Penn Grill & Barrio as examples) would eventually need to be upgraded to the new concepts and pricing.

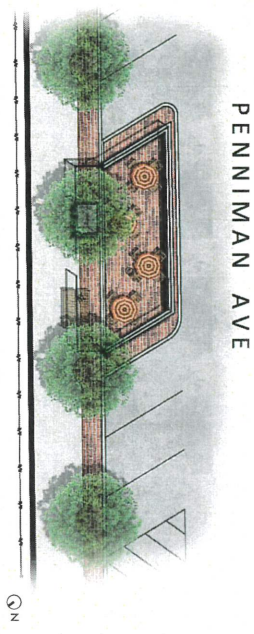
There are no formal votes to be taken tonight, this is to introduce the concept of the parklets and begin a discussion and receive input from the City Commission and the various appointed Boards and Commissions.

Tonight, the team from Wade Trim will be on hand to discuss how the parklet concepts were developed and to provide some perspective as to why the landscape architects chose certain elements to be in the design. This will help provide a “behind the scenes” perspective as to the design concept.

This is meant to be a somewhat informal and informative session. We will ask that people who have questions or comments use one of the microphones in the room and the Mayor will call on them. Tonight’s meeting is being recorded and will be available on the City’s website.

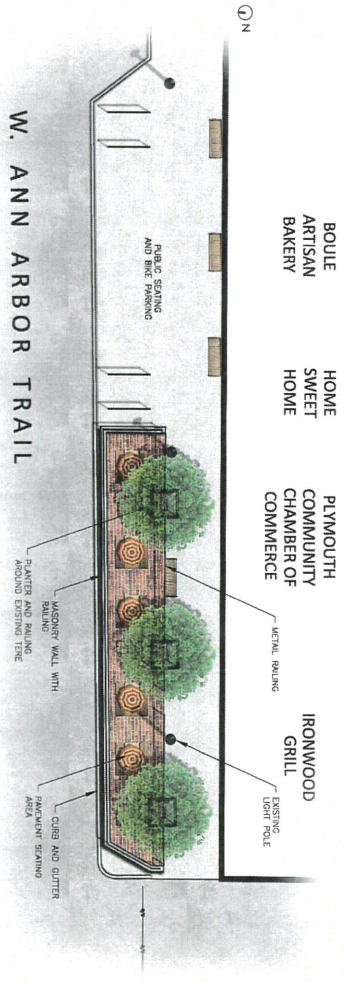
We will start the session with the team from Wade Trim introducing the parklet concepts. Again, there will be no formal action taken tonight.

If you have any questions in advance of the meeting, please feel free to contact me.



PENNIMAN AVE

SEAN O'CALLAGHAN'S
PUBLIC HOUSE



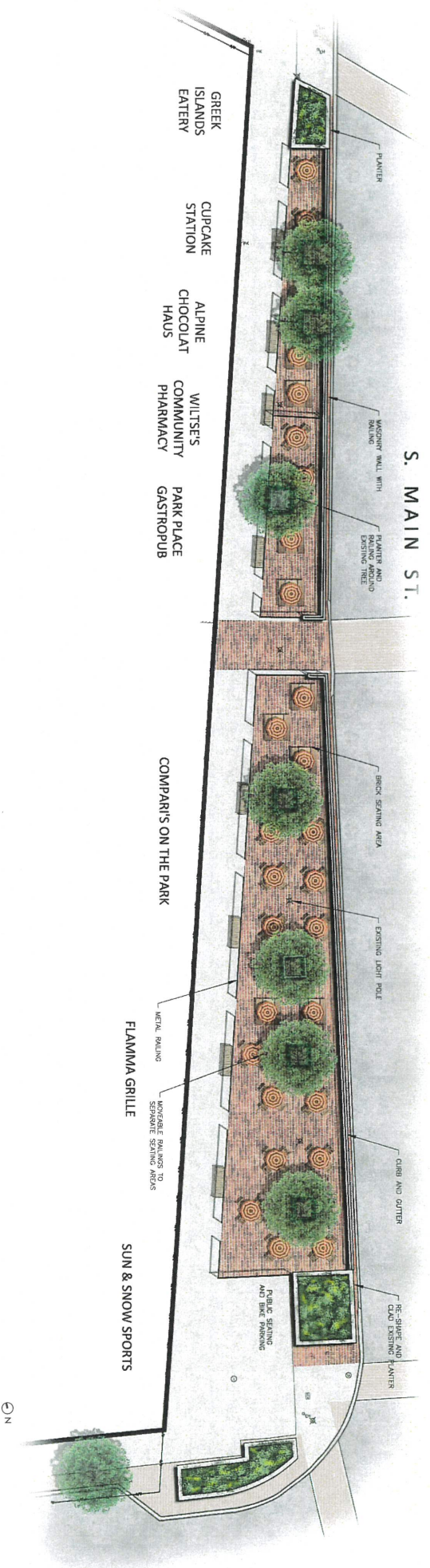
BOULE
ARTISAN
BAKERY

HOME
SWEET
HOME

PLYMOUTH
COMMUNITY
CHAMBER OF
COMMERCE

IRONWOOD
GRILL

W. ANN ARBOR TRAIL



S. MAIN ST.

GREEK
ISLANDS
EATERY

CUPCAKE
STATION

ALPINE
CHOCOLAT
HAUS

WILTZERS
COMMUNITY
PHARMACY

PARK PLACE
GASTROPUB

COMPARI'S ON THE PARK

FLAMMA GRILLE

SUN & SNOW SPORTS



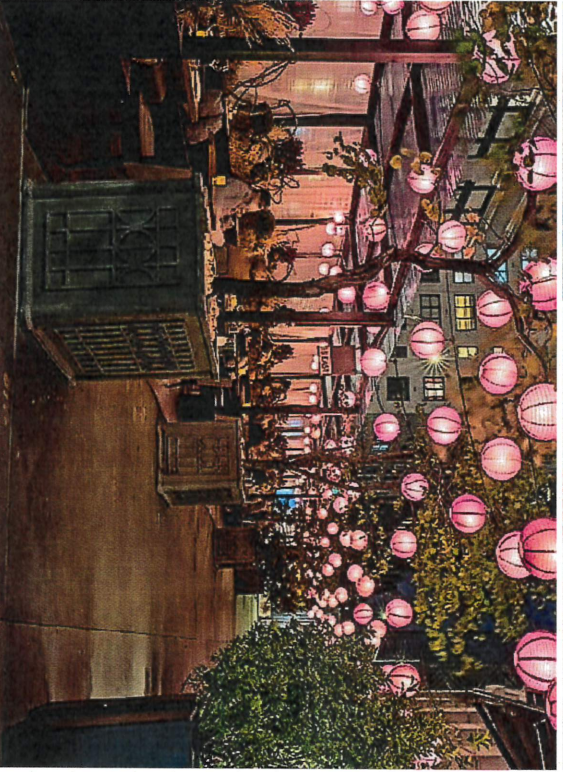
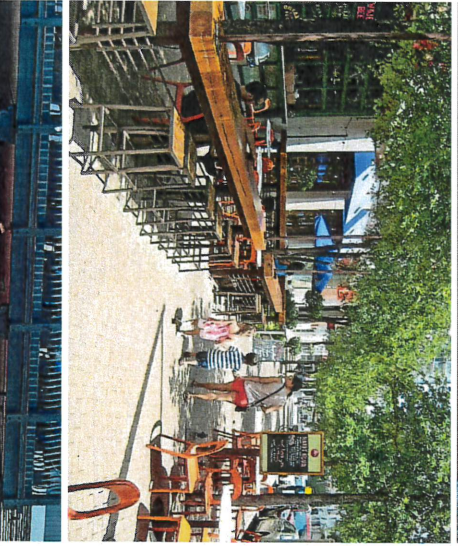
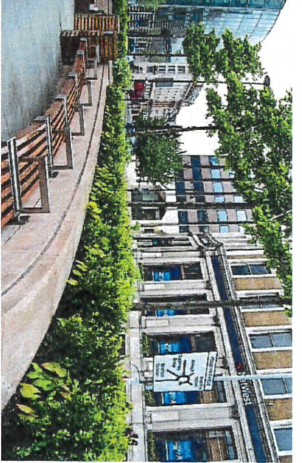
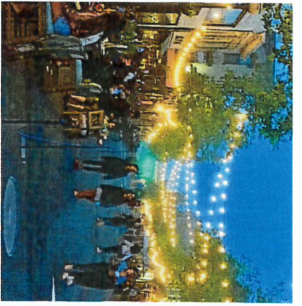
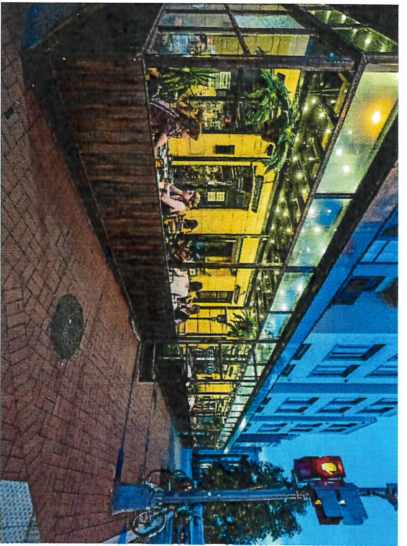


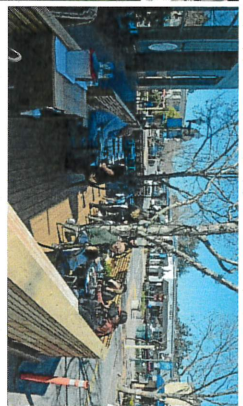
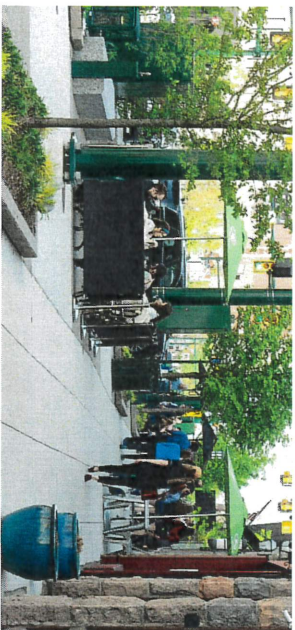
PLYMOUTH PARKLETS | MAIN STREET PERSPECTIVE | PLYMOUTH, MI | DECEMBER 2021





PLYMOUTH PARKLETS ANN ARBOR TRAIL PERSPECTIVE | PLYMOUTH, MI | DECEMBER 2021







ADMINISTRATIVE RECOMMENDATION

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2022\March2022
Date: 3/10/2022
Re: Central Parking Deck Inspection

BACKGROUND:

The Downtown Development Authority is responsible for the annual and long-term maintenance of the Central Parking Deck, which includes all scheduled and emergency repairs.

Every five to eight years, a significant restoration project is needed to ensure the deck is in exceptional condition for the longevity of the structure and the safety of our visitors, merchants and their employees.

In the spring and fall of 2018, under the direction of consultants WGI Michigan of Kalamazoo (formerly Carl Walker) major renovations were completed at a cost of \$372,000 to bring the Central Parking Deck to current standards. WGI is very familiar with this parking structure, as the consulting firm has provided engineering analysis reports, construction documents, and construction administration since 1991.

The DDA prepares for additional repairs each year by budgeting a minimum of \$25,000 a year for subsequent repairs. In years that money isn't spent, it is saved for future repairs as the line item increases by \$25,000 each budget year.

In its report following the major renovation in 2018, WGI projected potential repairs and costs over the next 20 years. Staff has attached the probable repairs cost schedule from that 2018 report.

With that information, and with some potential repairs which are usually needed after harsh winters, staff believes it's a good time to conduct a full-scale inspection of the Central Parking Deck and discuss needed repairs before potentially experiencing major repairs to the deck, which is 39 years old. In addition, an inspection will give us the opportunity to address potential repairs that are still under warranty from the 2018 renovation.

RECOMMENDATION:

DDA staff is recommending approving a \$6,500 contract with Fishbeck Consulting in Grand Rapids, Michigan to inspect the extent and cause of deterioration, and develop an effective repair plan to extend the service life of the structure. The parking structure evaluation will be focused on developing a report that outlines the general condition of the structure, as well as recommendations for repair and protection, including cost estimates for budgeting the work.

In the past, the DDA has worked with WGI in Kalamazoo for consultation and general contractor services. However, WGI has downsized and consultant Justin Thomson and seven other former Carl Walker/WGI parking specialists have joined Fishbeck's parking service line which has evolved from a long-time partnering arrangement with Carl Walker, Inc. (and later WGI), to now being an in-house service offering under Fishbeck's All In One philosophy.

Staff has had a good relationship with Mr. Thomson in previous inspections and repairs of the Central Parking Deck, with first-hand knowledge of at least a decade of repairs on the structure.

March 10, 2022

Tony Bruscato
Director
Plymouth Downtown Development Authority
831 Penniman Avenue
Plymouth, MI 48170

Proposal for Professional Engineering Services City of Plymouth Central Parking Structure Review

Dear Mr. Bruscato:

Fishbeck is pleased to provide this proposal to perform a review of the City of Plymouth Central Parking Structure. We understand the Plymouth Downtown Development Authority (DDA) wishes to determine if the parking structure requires any immediate repairs prior to the restoration project planned for 2023.

The two-level parking structure was constructed in 1983 and is located on Fleet Street in downtown Plymouth, Michigan. The structure consists of a slab-on-grade, one supported level of approximately 48,000 square feet, and a vehicular speed ramp. The structure utilizes a precast concrete structural system with a cast-in-place topping slab at the supported level. The structure features two stair towers and a pedestrian bridge with direct access to Main Street from the supported level.

The following proposal details the scope and related fees required to perform the referenced services.

Scope of Services

Our proposed scope of services is as follows:

Coordination

1. Conduct an introductory “virtual” meeting (project kick-off) with the Plymouth DDA to review the project objectives, including scope, deliverables, and schedule. An in-person meeting could be coordinated with our field investigation visit.
2. Establish the project team and standard communication procedures for the project.
3. Establish guidelines for the field investigation to minimize interferences with parking operations.

Research

1. Review existing parking structure documentation, including original design drawings, previous engineering reports and 20-year plans, previous repair documents, etc.
2. Interview onsite personnel to help understand the history of the parking structure, if available.

Field Investigation

1. Perform a visual review of structural concrete elements to locate and quantify areas of deterioration.
2. Perform a chain drag (mechanical sounding) of representative areas at the supported slab to identify deterioration due to corrosion of steel reinforcement and to estimate the quantity of slab repairs required.
3. Review the effectiveness and remaining service life of joint sealants, expansion joints, traffic coatings, and other waterproofing elements.
4. Provide a visual review of other components and systems to identify the general condition, including:
 - a. Architectural systems, hardware, and components, such as railings, paint, doors, etc.
 - b. Stair tower and pedestrian bridge for signs of deterioration.
 - c. Plumbing to determine the condition of floor drains and piping.
 - d. Floor slab drainage, including slope and ponding within the facility.
 - e. Electrical components and systems, such as exposed electrical conduit and light fixtures.
 - f. Asphalt pavement for signs of deterioration.
5. Review the performance of previous repairs, including waterproofing items still under warranty.
6. Fishbeck will notify the Plymouth DDA of any critical findings that present a safety concern or require immediate attention.

Analysis and Reporting

1. Provide a letter summarizing any new developments in the structure's condition since the previous engineering report and/or any recommended repairs requiring immediate attention.
2. Prepare an itemized probable construction cost table summarizing our findings, analysis, and recommendations based on our research and field investigation. We will also provide a cost comparison to the previous 20-year repair and maintenance plan. The cost table will include estimated quantities and unit rates for each recommended repair, preventative maintenance, and optional item.
3. Provide photographs of typical failures and deteriorations.
4. Meet (virtually) with the Plymouth DDA to review findings and recommendations.
5. Deliverables include a cover letter, construction cost table, and photolog.

Schedule

We anticipate completing the field investigation within two weeks of receiving the signed agreement. The construction cost table with our recommendations will be provided within four weeks of the field investigation.

Professional Services Fees

We propose to provide the referenced scope of services for a fixed, lump sum fee of Six Thousand Five Hundred Dollars (\$6,500). Travel expenses are included in our proposed fee.

Authorization

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Kristi Kelly (kkelly@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

If you have any questions or require additional information, please contact me at 269.888.5549 or jthomson@fishbeck.com.

Sincerely,

A handwritten signature in black ink that reads "Justin Thomson". The signature is written in a cursive style with a large, sweeping initial "J".

Justin Thomson, P.Eng.

Project Manager – Parking and Restoration

Attachments

By email

Professional Services Agreement

PROJECT NAME City of Plymouth Central Parking Structure Review
FISHBECK CONTACT Justin Thomson, P.Eng.
CLIENT Plymouth Downtown Development Authority
CLIENT CONTACT Tony Bruscatto, Director
ADDRESS 831 Penniman Avenue, Plymouth, MI 48170

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: Engineering Review

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- Terms and Conditions for Professional Services, attached.
- Proposal dated March 10, 2022
- Other:

METHOD OF COMPENSATION:

- Lump Sum for Defined Scope of Services
- Hourly Billing Rates plus Reimbursable Expenses
- Other:

Budget for Above Scope of Services: Six Thousand Five Hundred Dollars (\$6,500)

ADDITIONAL PROVISIONS (IF ANY):

APPROVED FOR:

Plymouth Downtown Development Authority

BY: _____

TITLE: _____

DATE: _____

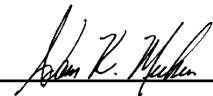
ACCEPTED FOR:

Fishbeck

BY: _____

TITLE: _____

DATE: _____



Vice President

March 10, 2022

1. **METHOD OF AUTHORIZATION.** Client may authorize Fishbeck to proceed with work either by signing a Professional Services Agreement or by issuance of an acknowledgment, confirmation, purchase order, or other communication. Regardless of the method used, these Terms and Conditions shall prevail as the basis of Client's authorization to Fishbeck. Any Client document or communication in addition to or in conflict with these Terms and Conditions is rejected.
2. **CLIENT RESPONSIBILITIES.** Client shall provide all criteria and full information as to requirements for the Project and designate in writing a person with authority to act on Client's behalf on all matters concerning the Project. If Fishbeck's services under this Agreement do not include full-time construction observation or review of Contractor's performance, Client shall assume responsibility for interpretation of contract documents and for construction observation, and shall waive all claims against Fishbeck that may be in any way connected thereto.
3. **HOURLY BILLING RATES.** Unless stipulated otherwise, Client shall compensate Fishbeck at hourly billing rates in effect when services are provided by Fishbeck employees of various classifications.
4. **REIMBURSABLE EXPENSES.** Those costs incurred on or directly for Client's Project. Reimbursement shall be at Fishbeck's current rate for mileage for service vehicles and automobiles, special equipment, and copying, printing, and binding. Reimbursement for commercial transportation, meals, lodging, special fees, licenses, permits, insurances, etc., and outside technical or professional services shall be on the basis of actual charges plus 10 percent.
5. **OPINIONS OF COST.** Any opinions of probable construction cost and/or total project cost provided by Fishbeck will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures, Fishbeck cannot warrant that bids or ultimate construction or total project costs will not vary from such estimates.
6. **PROFESSIONAL STANDARDS; WARRANTY.** The standard of care for services performed or furnished by Fishbeck will be the care and skill ordinarily used by members of Fishbeck's profession practicing under similar circumstances at the same time and in the same locality. Fishbeck makes no warranties, express or implied, under this Agreement or otherwise, in connection with Fishbeck's services.
7. **TERMINATION.** Either Client or Fishbeck may terminate this Agreement by giving ten days' written notice to the other party. In such event, Client shall pay Fishbeck in full for all work previously authorized and performed prior to the effective date of termination, plus (at the discretion of Fishbeck) a termination charge to cover finalization work necessary to bring ongoing work to a logical conclusion. Such charge shall not exceed 30 percent of all charges previously incurred. Upon receipt of such payment, Fishbeck will return to Client all documents and information which are the property of Client.
8. **SUBCONTRACTORS.** Fishbeck may engage subcontractors on behalf of Client to perform any portion of the services to be provided by Fishbeck hereunder.
9. **PAYMENT TO FISHBECK.** Invoices will be issued every four weeks, payable upon receipt, unless otherwise agreed. Interest of 1 percent per four-week period will be payable on all amounts not paid within 28 days from date of invoice, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. Any attorney's fees or other costs incurred in collecting any delinquent amount shall be paid by Client.

Client agrees to pay on a current basis, in addition to any proposal or contract fee understandings, all taxes including, but not limited to, sales taxes on services or related expenses which may be imposed on Fishbeck by any governmental entity.

If Client directs Fishbeck to invoice another, Fishbeck will do so, but Client agrees to be ultimately responsible for Fishbeck's compensation until Client provides Fishbeck with that third party's written acceptance of all terms of this Agreement and until Fishbeck agrees to the substitution.

In addition to any other remedies Fishbeck may have, Fishbeck shall have the absolute right to cease performing any basic or additional services in the event payment has not been made on a current basis.

10. **HAZARDOUS WASTE.** Fishbeck has neither created nor contributed to the creation or existence of any hazardous, radioactive, toxic, irritant, pollutant, or otherwise dangerous substance or condition at any site, and its compensation hereunder is in no way commensurate with the potential risk of injury or loss that may be caused by exposure to such substances or conditions. Fishbeck shall not be responsible for any alleged contamination, whether such contamination occurred in the past, is occurring presently, or will occur in the future, and the performance of services hereunder does not imply risk-sharing on the part of Fishbeck.
11. **LIMITATION OF LIABILITY.** To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims based upon professional liability errors or omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the greater of \$250,000 or the amount of the fee earned under this Agreement.

To the fullest extent permitted by law, Fishbeck's total liability to Client for any cause or combination of causes, which arise out of claims for which Fishbeck is covered by insurance other than professional liability errors and omissions, whether based upon contract, warranty, negligence, strict liability, or otherwise is, in the aggregate, limited to the total insurance proceeds paid on behalf of or to Fishbeck by Fishbeck's insurers in settlement or satisfaction of Client's claims under the terms and conditions of Fishbeck's insurance policies applicable thereto.

Higher limits of liability may be considered upon Client's written request, prior to commencement of services, and agreement to pay an additional fee.

12. **DELEGATED DESIGN.** Client recognizes and holds Fishbeck harmless for the performance of certain components of the Project which are traditionally specified to be designed by the Contractor.
13. **INSURANCE.** Client shall cause Fishbeck and Fishbeck’s consultants, employees, and agents to be listed as additional insureds on all commercial general liability and property insurance policies carried by Client which are applicable to the Project. Client shall also provide workers’ compensation insurance for Client’s employees. Client agrees to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.

Upon request, Client and Fishbeck shall each deliver to the other certificates of insurance evidencing their coverages.

Client shall require Contractor to purchase and maintain commercial general liability and other insurance as specified in the contract documents and to cause Fishbeck and Fishbeck’s consultants, employees, and agents to be listed as additional insureds with respect to such liability and other insurance purchased and maintained by Contractor for the Project. Contractor must agree to have their insurers endorse these insurance policies to reflect that, in the event of payment of any loss or damages, subrogation rights under this Agreement are hereby waived by the insurer with respect to claims against Fishbeck.
14. **INDEMNIFICATION.** Fishbeck will defend, indemnify, and hold Client harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures to the extent caused by Fishbeck’s negligence or willful misconduct. Client agrees to defend, indemnify, and hold Fishbeck harmless from any claim, liability, or defense cost for injury or loss sustained by any party from exposures allegedly caused by Fishbeck’s performance of services hereunder, except for injury or loss to the extent caused by the negligence or willful misconduct of Fishbeck. These indemnities are subject to specific limitations provided for in this Agreement.
15. **CONSEQUENTIAL DAMAGES.** Client and Fishbeck waive consequential damages for claims, disputes, or other matters in question relating to this Agreement including, but not limited to, loss of business.
16. **LEGAL EXPENSES.** If either Client or Fishbeck makes a claim against the other as to issues arising out of the performance of this Agreement, the prevailing party will be entitled to recover its reasonable expenses of litigation, including reasonable attorney’s fees. If Fishbeck brings a lawsuit against Client to collect invoiced fees and expenses, Client agrees to pay Fishbeck’s reasonable collection expenses including attorney fees.
17. **OWNERSHIP OF WORK PRODUCT.** Fishbeck shall remain the owner of all drawings, reports, and other material provided to Client, whether in hard copy or electronic media form. Client shall be authorized to use the copies provided by Fishbeck only in connection with the Project. Any other use or reuse by Client or others for any purpose whatsoever shall be at Client’s risk and full legal responsibility, without liability to Fishbeck. Client shall defend, indemnify, and hold harmless Fishbeck from all claims, damages, losses, and expenses, including attorney’s fees arising out of or resulting therefrom.
18. **ELECTRONIC MEDIA.** Data, reports, drawings, specifications, and other material and deliverables may be transmitted to Client in either hard copy, digital, or both formats. If transmitted electronically, and a discrepancy or conflict with the electronically transmitted version occurs, the hard copy in Fishbeck’s files used to create the digital version shall govern. If a hard copy does not exist, the version of the material or document residing on Fishbeck’s computer network shall govern. Fishbeck cannot guarantee the longevity of any material transmitted electronically nor can Fishbeck guarantee the ability of the Client to open and use the digital versions of the documents in the future.
19. **GENERAL CONSIDERATIONS.** Client and Fishbeck each are hereby bound and the partners, successors, executors, administrators, and legal representatives of Client and Fishbeck are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Neither Client nor Fishbeck shall assign this Agreement without the written consent of the other.

Neither Client nor Fishbeck will have any liability for nonperformance caused in whole or in part by causes beyond Fishbeck’s reasonable control. Such causes include, but are not limited to, Acts of God, civil unrest and war, labor unrest and strikes, acts of authorities, and events that could not be reasonably anticipated.

This Agreement shall be governed by the law of the principal place of business of Fishbeck.

This Agreement constitutes the entire agreement between Client and Fishbeck and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

End of Terms and Conditions for Professional Services

PARKING PLANNING, DESIGN, AND RESTORATION



Parking is the first and last experience at your facility.

Fishbeck offers customized parking and restoration solutions for function, aesthetics, longevity, and value. Well-functioning parking design requires careful attention to details, integrating structural and building systems to achieve the goals of user convenience, functionality, sustainability, low maintenance, and economic viability. Our experience encompasses a variety of markets including commercial, mixed-use, residential, higher education, healthcare, transit, airport, rent-a-car, ConRAC, government city-center, urban redevelopment, and hospitality.

PARKING PLANNING AND STUDIES

Parking is necessary to support most land uses. The right amount of parking combined with appropriate technology, management, and mobility strategies result in an efficient parking facility with exceptional user experience. Fishbeck brings a wealth of industry knowledge and expertise to parking planning and studies.

- Parking Studies
- Supply and Demand Analysis
- Mobility Planning
- Curbside Management
- Multi-modal Options
- Operational Assessment
- Technology Applications
- Revenue and Rate Analysis



PARKING DESIGN AND ENGINEERING

Integrating the function and structure of a parking facility is both an art and a science. When done well, the customer experience is seamless and leaves a positive impression. We approach each project individually, listen carefully, and arrive collaboratively at the best solution. The open, two-way communication of objectives and solutions results in the best value for owners and operators.

- Feasibility and Site Analysis
- Functional Design, Wayfinding, and Signage
- Construction Cost Estimating
- Structural Design
- Below Grade Structures and Plazas
- Adaptive Reuse Planning and Design
- Durability Modeling and Design
- Waterproofing
- Lighting and Drainage
- Parking Access and Revenue Control
- Parking Guidance Systems
- Mixed-use Integration
- Electric Vehicle Charging Stations
- Solar Integration
- Maintenance Planning

RESTORATION ENGINEERING

Parking structures have unique and challenging maintenance needs. Through regular evaluation and maintenance, minor issues can be addressed before they become major problems. Significant repairs may eventually be required to extend the life of the structure and this requires careful planning and design to maintain parking operations and provide lasting repairs. In addition to parking structures, Fishbeck's restoration expertise includes plazas and building envelopes.

- Program Development
 - Capital Improvement Plan
 - Life Cycle Cost Analysis
 - Maintenance Manual Preparation
 - Due Diligence Review
- Evaluation Services
 - Condition Assessment
 - Forensic Investigation
 - Structural Analysis
 - Accessibility/ADA Compliance
- Restoration Engineering
 - Repair and Strengthening
 - Leak Mitigation and Waterproofing
 - Corrosion Protection and Mitigation
 - Fall Protection/Suicide Prevention



800.456.3824
fishbeck.com

FISHBECK OVERVIEW

ALL IN ONE. It's our mantra at Fishbeck as we strive to make your life easier. With so many services in-house, and so many offices to provide local service, Fishbeck is your all-in-one solutions provider.

FIRM HISTORY:

Fishbeck is a professional architectural/engineering, civil engineering, environmental, and construction services consulting firm that serves governmental, educational, healthcare, commercial, industrial, and private clients. Our range of services and integrated project approach provides our clients with specifically suited, innovative designs. We are committed to delivering exceptional service, outstanding technical quality, and establishing long-term client relationships. Our design specialists are committed to providing creative, value-driven services.

ESTABLISHED:	1956
FIRM PERSONNEL:	500+
COMPANY TYPE:	100% Employee-owned Corporation
LEED EXPERIENCE:	40+ LEED APs 85+ LEED-certified facilities
ACCOLADES:	100+ Award-Winning Projects
OFFICE LOCATIONS:	14 throughout Michigan, Ohio, and Indiana



**INFRASTRUCTURE
ENGINEERING**



**ARCHITECTURE
AND ENGINEERING**



**ENVIRONMENTAL
SCIENCES**



CONSTRUCTION



800.456.3824
fishbeck.com

fishbeck
Engineers | Architects | Scientists | Constructors

Table 3 – 20 Year Estimate of Probable Construction Costs for Repairs & Maintenance

Work Item	Work Item Description	TOTAL COST	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040
CONCRETE REPAIRS																							
C1	Concrete Topping Repair	\$ 77,000	\$ 5,000			\$ 6,500			\$ 8,000			\$ 10,000			\$ 12,500			\$ 15,500			\$ 19,500		
C2	Full Depth Repair	\$ 58,550	\$ 3,750			\$ 4,500			\$ 6,000			\$ 7,500			\$ 9,800			\$ 12,000			\$ 15,000		
C3	Tee Flange Repair	\$ 62,000	\$ 4,000			\$ 5,000			\$ 6,000			\$ 8,000			\$ 10,000			\$ 13,000			\$ 16,000		
C4	Tee Stem Repair	\$ 328,500	\$ 18,000			\$ 27,000			\$ 34,500			\$ 43,500			\$ 54,000			\$ 67,500			\$ 84,000		
C5	Wall Repair	\$ 138,000	\$ 7,000			\$ 11,000			\$ 14,000			\$ 18,000			\$ 23,000			\$ 29,000			\$ 36,000		
C6	Column Repair	\$ 235,600	\$ 15,300			\$ 19,600			\$ 24,700			\$ 30,600			\$ 38,300			\$ 47,600			\$ 59,500		
C7	Column Haunch Repair	\$ 62,000	\$ 4,000			\$ 5,000			\$ 6,000			\$ 8,000			\$ 10,000			\$ 13,000			\$ 16,000		
C8	Beam Repair	\$ 123,000	\$ 8,000			\$ 10,000			\$ 13,000			\$ 16,000			\$ 20,000			\$ 25,000			\$ 31,000		
C9	Curb Repair	\$ 38,000	\$ 2,000			\$ 3,000			\$ 4,000			\$ 5,000			\$ 6,000			\$ 8,000			\$ 10,000		
C10	Asphalt Repair	\$ 33,000	\$ 13,000			\$ 10,000												\$ 5,000			\$ 5,000		
C11	Tee-to-Tee Connector Repair	\$ 17,500	\$ 2,500			\$ 2,500			\$ 2,500			\$ 2,500			\$ 2,500			\$ 2,500			\$ 2,500		
C12	Grout Pocket Repair	\$ 3,200	\$ 800			\$ 400			\$ 400			\$ 400			\$ 400			\$ 400			\$ 400		
C13	Install Galvanic Anodes at Concrete Repairs	\$ 35,000	\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000		
C14	Remove & Re-install Bird Barriers	\$ 35,000	\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000			\$ 5,000		
WATERPROOFING REPAIRS*																							
W1	Rout and Seal Cracks	\$ 8,400	\$ 1,200			\$ 1,200			\$ 1,200			\$ 1,200			\$ 1,200			\$ 1,200			\$ 1,200		
W2	Seal Asphalt Cracks	\$ 7,200	\$ 2,700			\$ 900			\$ 900			\$ 900			\$ 900			\$ 900			\$ 900		
W3	Remove & Replace Joint Sealant	\$ 69,000	\$ 7,200			\$ 6,000			\$ 6,000			\$ 37,800			\$ 6,000			\$ 6,000			\$ 6,000		
W4	Remove & Replace Cove Sealant - Silicone	\$ 7,000	\$ 900			\$ 1,700			\$ 1,700			\$ 1,000			\$ 1,700			\$ 1,700			\$ 1,700		
W5	Remove & Replace Cove Sealant - Urethane	\$ 13,380	\$ 780			\$ 900			\$ 900			\$ 9,000			\$ 900			\$ 900			\$ 900		
W6	Repair Expansion Joint Nosing	\$ 2,100	\$ 600			\$ 300			\$ 300						\$ 300			\$ 300			\$ 300		
W7	Remove & Replace Precompressed Foam Expansion Joint	\$ 2,600	\$ 1,000									\$ 1,600											
W7a	Remove & Replace Winged Expansion Joint	\$ 18,000										\$ 18,000											
W8	Deck Coating Base Coat at Concrete Repairs and Worn Areas	\$ 22,500				\$ 7,500						\$ 7,500						\$ 7,500					
W8a	Deck Coating Repair (Full System)	\$ 7,375	\$ 2,375						\$ 2,500						\$ 2,500								
W9	Deck Coating Recoat	\$ 602,350	\$ 24,850			\$ 168,000			\$ 24,500			\$ 168,000			\$ 24,500			\$ 168,000			\$ 24,500		
W9	Install Elastomeric Coating at Interior Wall/Column	\$ 106,600	\$ 10,600															\$ 96,000					
STAIRS																							
S1	Clean and Paint Steel Stairs - East Stair	\$ 10,000	\$ 1,000			\$ 1,500			\$ 1,500			\$ 1,500			\$ 1,500			\$ 1,500			\$ 1,500		
S2	Miscellaneous Steel Repairs	\$ 4,500				\$ 1,500						\$ 1,500						\$ 1,500					
ELECTRICAL																							
E1	Replace Light Lens	\$ 250	\$ 250																				
E2	Miscellaneous Electrical Repairs	\$ 12,000				\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000		
MECHANICAL																							
M1	Unplug Drain	\$ -																					
M2	Miscellaneous Mechanical Repairs	\$ 18,000	\$ 6,000			\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000			\$ 2,000		
MISCELLANEOUS																							
M11	Clean and Paint Shear Transfer Angles	\$ 22,800				\$ 7,600						\$ 7,600						\$ 7,600					
M12	Clean and Paint Miscellaneous Precast Connections	\$ 7,800				\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300		
M13	Replace Broken Wheelstops	\$ 9,300	\$ 1,500			\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300			\$ 1,300		
M14	Pavement Markings	\$ 21,000	\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000			\$ 3,000		
M15	Clean & Paint Steel Railing at Ped Bridge	\$ 7,000	\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000		
M16	Clean & Paint Underside of Ped. Bridge	\$ 12,000	\$ 3,000						\$ 3,000						\$ 3,000						\$ 3,000		
OPTIONAL																							
O1	Lighting System Upgrade	\$ 96,000			\$ 96,000																		
O2	Remove & Replace Asphalt at Level 1	\$ 135,000							\$ 135,000														
CONSTRUCTION COST SUBTOTAL		\$ 2,468,505	\$ 161,305	\$ -	\$ 96,000	\$ 322,200	\$ -	\$ -	\$ 314,600	\$ -	\$ -	\$ 425,700	\$ -	\$ -	\$ 241,000	\$ -	\$ -	\$ 552,200	\$ -	\$ -	\$ 355,500	\$ -	\$ -
CONTRACTOR MOBILIZATION AND GENERAL CONDITIONS (15%)		\$ 371,000	\$ 24,300	\$ -	\$ 14,400	\$ 48,500	\$ -	\$ -	\$ 47,300	\$ -	\$ -	\$ 63,900	\$ -	\$ -	\$ 36,200	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ 53,400	\$ -	\$ -
TOTAL ESTIMATED CONSTRUCTION COST		\$ 2,839,505	\$ 185,605	\$ -	\$ 110,400	\$ 370,700	\$ -	\$ -	\$ 361,900	\$ -	\$ -	\$ 489,600	\$ -	\$ -	\$ 277,200	\$ -	\$ -	\$ 635,200	\$ -	\$ -	\$ 408,900	\$ -	\$ -
CONSTRUCTION CONTINGENCY (10%)		\$ 283,951	\$ 18,600	\$ -	\$ 11,100	\$ 37,100	\$ -	\$ -	\$ 36,200	\$ -	\$ -	\$ 49,000	\$ -	\$ -	\$ 27,800	\$ -	\$ -	\$ 63,600	\$ -	\$ -	\$ 40,900	\$ -	\$ -
SOFT COSTS (20%)		\$ 28,395	\$ 40,900	\$ -	\$ 24,300	\$ 81,600	\$ -	\$ -	\$ 79,700	\$ -	\$ -	\$ 107,800	\$ -	\$ -	\$ 61,000	\$ -	\$ -	\$ 139,800	\$ -	\$ -	\$ 90,000	\$ -	\$ -
PROBABLE CONSTRUCTION COST BUDGET		\$ 3,123,456	\$ 245,105	\$ -	\$ 145,800	\$ 489,400	\$ -	\$ -	\$ 477,800	\$ -	\$ -	\$ 646,400	\$ -	\$ -	\$ 366,000	\$ -	\$ -	\$ 838,600	\$ -	\$ -	\$ 539,800	\$ -	\$ -

NOTES:
 1. Totals in 2020 dollars (no increase for inflation)
 2. Costs do not include soft costs for engineering or testing

RESOLUTION

*The following resolution was offered by Director _____ and
seconded by Director _____*

*WHEREAS The upkeep of the Central Parking Deck is the responsibility of the
Downtown Development Authority and*

*WHEREAS In the spring and fall of 2018 the DDA Board voted to spend a total of
\$372,000 for construction costs, and*

*WHEREAS Justin Thomson and his team at Fishbeck (formerly of WGI Michigan) is
familiar with this parking structure, providing engineering analysis
reports, construction documents, and construction administration
since 1991, and*

*WHEREAS The DDA hires a consultant every spring to check for deterioration and
needed repairs of the Central Parking Deck,*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown
Development Authority Board of Directors does hereby authorize DDA Staff to contract
with Fishbeck of Grand Rapids, MI, for the inspection of the Central Parking Deck to
determine potential repairs in 2022 in the amount of \$6,500 from Acct. No. 494 290
977 813.



Information Only

To: DDA Board
From: DDA Staff
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2022\March
Date: 3/14/2022
Re: Downtown Spring Projects

As winter comes to an end and the season forwards to spring, DDA staff annually meets with the Department of Municipal Services to plan projects that will enhance the Downtown Plymouth infrastructure before the influx of visitors begins.

Below are the main items DDA/DMS staff will be focusing on to make certain Downtown Plymouth is looking its best before a busy spring and summer season.

- Remove winter plantings—mid March
- Paint light poles and kiosks
- Refurbishing benches
- New light pole banner supports
- Tree trimming—as needed
- Sidewalk grinding/new sidewalks downtown—removing trip hazards
- Potential parking lot improvements
- New, 15-minute parking signs
- Kellogg Park sodding
- Additional garbage cans throughout downtown
- Additional benches—as needed
- Sweeping deck--weekends
- Empty garbage cans--weekends
- Check alley debris--weekends
- Rodent control—appears to be in check
- Graffiti—remove on Central Parking Deck ramp
- Central Parking Deck inspection