

# PROJECT STATEMENT

STATE OF MICHIGAN  
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET  
State Facilities Administration  
Design and Construction Division  
3111 West St. Joseph  
Street  
Lansing, Michigan 48909

<b>FILE NUMBER</b> 751/22439.JBB	<b>ACCOUNTING TEMPLATE</b> Index 5204	<b>PROPOSAL DUE DATE</b> 4/20/2023
<b>CLIENT AGENCY</b> Michigan Department of Natural Resources (MDNR) Parks and Recreation Division (PRD)		
<b>PROJECT NAME AND LOCATION</b> Fayette Historic State Park – Park Improvements (Visitors Center, Town Hall, Drain Fields)		
<b>PROJECT ADDRESS (if applicable)</b> Fayette Historic State Park – 4785 II Road, Garden, MI 49835		
<b>CLIENT AGENCY CONTACT</b> Keith Cheli, East UP Regional Field Planner Randy Brown, Park Supervisor at Fayette Historic State Park Eric Cowing, DNR PRD Eastern UP District Supervisor	<b>TELEPHONE NUMBER / E-MAIL ADDRESS</b> C: 989-370-1907 <a href="mailto:chelik@michigan.gov">chelik@michigan.gov</a> O: 906-644-2603 <a href="mailto:brownr1@michigan.gov">brownr1@michigan.gov</a> O: 906-293-5131 <a href="mailto:cowinge@michigan.gov">cowinge@michigan.gov</a>	
<b>DTMB - DCD PROJECT DIRECTOR</b> Jeff Barsch, Project Director Jason Pascoe, Field Representative	<b>TELEPHONE NUMBER</b> C: 517-251-0727 <a href="mailto:barschj@michigan.gov">barschj@michigan.gov</a> C: 906-280-1046 <a href="mailto:pascoej2@michigan.gov">pascoej2@michigan.gov</a>	

**WALK-THROUGH INSPECTION DATE, TIME, AND LOCATION:**

4/6/2023 8:00 AM Onsite at the Park

**Meet at the Visitors Center**

**MANDATORY** (Check box if Mandatory)

**PROJECT DESCRIPTION/SERVICES REQUESTED**
**PROJECT DESCRIPTION:**

The Michigan Department of Natural Resources (MDNR) Parks and Recreation Division (PRD) is requesting professional architectural and engineering services for Phase 100 and 500 services as detailed below for the following scope items at Fayette Historic State Park:

- Scope Item #1a: Provide Phase 100 Services on creating an ADA accessible parking and a Universal/ADA accessible access route as the primary entrance into the Visitors Center – Provide a study report and estimate to renovate the parking area to provide the recommended parking spaces as well as an accessible route from the proposed ADA designated parking spaces into the front doors of the Visitors Center. The study and report shall also include access to the outdoor patio area located at the Visitors Center. A minimum of 3 design concepts are to be explored as part of the study and the final selection may be a hybrid of the proposed options.
- Scope Item #1b: Provide Phase 100 Services on renovating/providing an addition to Visitors Center to provide ADA accessible restrooms – Provide a study report and scoping level estimates to review the options to renovate and/or construct an addition to the Visitors Center to provide ADA accessible Men's and Women's restrooms. The PSC shall be responsible to review the floor plan of Visitor Center and identify any additional ADA accessibility concerns which could be alleviated with ADA accessibility upgrades. The addition of a single unisex ADA restroom will be part of the study to be considered by the DNR if ADA standards and LARA code permit.
- Scope Item #2: Provide Phase 100 and 500 Services to replace up to 4 drain fields – Perform a phase 100 study and make a recommendation to replace the existing drain fields supporting the Park Headquarters, Furnace Hill Lodge, Park Managers Residence and Visitors Center. The PSC shall also include full phase 500 Design Services for the final design and permitting of the selected options at each location. THE PSC shall coordinate with EGLE/the local health department for any testing requirements and testing times they recommend for proper development of a recommended replacement recommendation.

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4. Scope item #3: Provide Phase 500 Services for the Town Hall floor joist repair – Provide full Phase 500 design services for a structural review, to provide repair recommendations and final design and permitting to replace/repair the cracked or broken floor joists within the 1<sup>st</sup> floor – floor system of the Town Hall.

Scope Item #1a: Provide ADA accessible parking and an ADA/ Universal access route into the Visitors Center, -

There are approximately 184 parking spaces in the existing parking lot serving Fayette Historic State Park's Visitors Center. Zero of the 184 parking spaces are compliant with the U.S. Department of Justice's 2010 Standards for Accessibility as they all have a cross slopes exceeding 2%. There are currently 2 designated ADA accessible parking spaces found at the extreme north end of the parking lot, however they have a cross slope of approx. 1.4% in one direction and approx. 4.5% in another direction. Additionally, there are no ADA compliant sidewalk ramps and no ADA compliant signs or pavement markings.

The DNR's goal is to establish the # of ADA accessible parking spaces and access aisles which are compliant with the 2010 Standards for Accessibility, this is assumed to be 6, however the PSC shall verify the correct number.

The DNR also has the goal of developing an accessible/Universal route from the parking lot through the front doors of the Visitors Center. There may be significant sidewalk replacements, landscape alterations, and impacts to other site features (existing concrete stair structure, storm sewers and runoff ditches, etc.) necessary to accomplish this.

The PSC shall perform a detailed site survey, topographic survey, and utility locating to inform the conceptualization of ADA renovations to the parking lot and access route.

The PSC is asked to develop a minimum of 3 design concepts for providing parking and an accessible route which meet the 2010 Standards for Accessibility, and which provide enough fixtures for the number of users served.

The PSC shall complete all required archaeological surveys necessary for ensuring no archaeological artifacts are destroyed during the data collection or construction of improvements associated with this scope item.

Scope item #1b: Renovate/provide addition to Visitors Center to provide ADA accessible restrooms -

The existing Visitors Center offers two water closets, one urinal, and one sink in the men's restroom. It is anticipated that none of these features are compliant with the Department of Justice's 2010 Standards for Accessibility. The existing Women's restroom offers 3 water closets, and one sink. It is anticipated that none of these features are compliant with the 2010 Standards for Accessibility.

The PSC is asked to perform a thorough review of the public spaces within the Visitors Center at Fayette Historic State Park and to identify all elements not compliant with the 2010 Standards for Accessibility. The PSC shall perform an evaluation of the V.C.'s ADA accessibility and provide a prioritized list of improvements with options that will resolve non-compliance identified.

One of these non-compliant issues is anticipated to be the restrooms. The PSC is asked to develop a minimum of 3 design concepts for providing restrooms which meet the 2010 Standards for Accessibility, and which provide enough fixtures for the number of users served. The PSC shall provide all data collection necessary to understand soils, structural, MEP, archaeological, and site drainage concerns associated with each option. The PSC shall develop a list of pros and cons and preliminary cost estimates for each option. The PSC shall provide a recommendation on which option should be selected by the DNR.

Scope item #2: Replace up to 4 drain fields:

The Visitor's Center was constructed circa 1971 and is supported by 2-1,000-gallon septic tanks and a drain field measuring 100' x 30'. The PSC shall inspect the septic tanks, distribution box, and drain field and provide a recommendation if replacement is warranted.

The headquarters building (A.K.A "Office, Garage, and Workshops") was constructed circa 1965 and is supported by a 1,000-gallon septic tank and a drain field measuring 50' x 18'. The PSC shall inspect the septic tank, distribution box, and drain field and provide a recommendation if replacement is warranted.

The former Manager's Residence (now known as the Furnace Hill Lodge) was constructed circa 1971 and is supported by a 1,000-gallon septic tank and a drain field measuring 25' x 25'. The PSC shall inspect the septic tank, distribution box, and drain field and provide a recommendation if replacement is warranted.

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The New Park managers residence was constructed and had its septic system installed around 1991. The PSC shall inspect the septic tank and drain field and provide a recommendation if replacement is warranted.

The PSC shall generate a basis of design for water usage and wastewater generation for each on-site sewage disposal system considered. The Visitors Center basis of design shall be coordinated with work performed in scope item 1b.

Fayette Historic State Park is known for poorly draining soils overlaying shallow fractured limestone bedrock. This often poses challenges with finding an area suitable for siting a drain field or a pressure mound on the site.

Fayette Historic State Park is known to be rich in archaeological resources. A Phase 1 Archaeological Survey must be completed prior to ground disturbing activities such as soil borings. In the past small diameters (3/4" to 1") soil probes have been permitted to occur prior to the completion of a Phase 1 archaeological survey. The PSC shall utilize archival research (past soil borings, USDA soil maps, WebSoilSurvey, etc.) and guidance documents from EGLE and the Local Health department to understand the volume of wastewater generated, and the anticipated size of the drain field area(s) which will inform the limits of an archaeological survey.

The PSC shall review all utility records to understand potential utility conflicts with any proposed replacement sites.

The PSC shall review all existing electrical power supplies, panels, and available capacities. All existing sewage disposal systems are at grade drain fields. All proposed systems may be required to be pressure mounds.

Soil borings will be required to understand rock excavation requirements for placing septic tanks, dosing chambers, and sewer lines.

PSC scope items which may apply to scope item 1a, 1b, and 2 include but are not limited to:

1. Site survey
2. Topographic survey
3. Soil borings
4. Utility locating
5. Archaeological survey
6. Permits (LARA, EGLE Campground construction)

#### Scope item #3: Town Hall floor joist repair -

The Town Hall (A.K.A. "Opera House") was constructed circa 1865 as part of the Jackson Mining Company's mining community of Fayette. Fayette Historic State Park is on the National Register of Historic Places. This designation includes the Town Hall. The Town Hall is a 3-story structure (basement, 1<sup>st</sup> floor, and 2<sup>nd</sup> floor). The floor joist system supporting the 1<sup>st</sup> floor has numerous cracked or broken floor joists. At some point in this structure's history, it was the granary.

The PSC is asked to perform a comprehensive evaluation of the building's structure. This may include some destructive testing to gain access to view the flooring system between supporting the 2<sup>nd</sup> floor and to access the attic. It is anticipated that the structure is balloon framed, the PSC shall verify.

The PSC shall provide identify areas of structural concern. The PSC shall develop a recommended occupancy capacity of each floor. The occupancy calculation shall be performed based on loading. The occupancy calculation should also be checked against ingress egress concerns associated with fire code. The PSC shall provide a prioritized list of defects and recommended improvements which meet the agency's goals for public occupancy of the space. The PSC shall provide a narrative outlining the advantages and disadvantages present and the cost implications associated with each element.

All work shall be performed in accordance with the National Park Service's Historic Preservation Standards and Guidelines.

#### Schedule:

The DNR wishes to construct all the proposed improvements during either the 2024 or 2025 construction season. The septic system improvements and the Town Hall joist repair shall be constructed during the 2024 construction season. The Visitor Center improvements also could be constructed during the 2024 construction season if the study and design schedule permits. The project funding is provided by Federal Funding sources requiring obligation (encumbered in an executed construction contract) by Dec. 31, 2024, and complete expenditure (all PSC and Contractor pay requests satisfied) by Dec. 31, 2026.

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Occupancy:

The State Parks will remain open to the public throughout the information gathering, evaluation, design, and construction phases. A portion of the site will be closed, as required, during construction. Field work by the PSC and construction scheduling must be coordinated with the DNR in advance to minimize disruption to their operation of the project site.

**SERVICES REQUESTED:**

The Professional Services Contractor (PSC) is only requested to provide Phase 100 and Phase 500 services at this time. The PSC's shall include any Phase 300 time they feel appropriate for scope items 2 & 3. Based on the outcomes of the study reports additional design phases for scope items 1A and 1b shall be addressed via a PSC modification as deemed necessary to complete the projects.

Professional Services may include, but are not limited to, the following:

1. Proposed Services Outline

- A. Index
  - B. Background / summary of issue / purpose of study
  - C. Scope Item 1a – Provide ADA accessible parking and an ADA accessible access route into the Visitors Center
    - i. Perform site survey
    - ii. Perform topographic survey
    - iii. Locate utilities
    - iv. Identify areas not compliant with 2010 Standards for Accessibility
    - v. Perform archaeological survey
    - vi. Perform soil borings
    - vii. Develop a minimum of 3 concepts
      - a. Narrative for each
      - b. Advantages and disadvantages
      - c. Preliminary cost estimates for each
      - d. Provide recommendation
  - D. Scope Item 1b – Renovate/provide addition to Visitors Center to provide ADA accessible restrooms
    - i. Review record drawings
    - ii. Perform ADA accessibility review of existing building restrooms
      - a. Develop basis of design for desired level of occupancy / number of fixtures from agency
      - b. Obtain soil borings
      - c. Develop a minimum of 3 concepts for meeting ADA compliance & fixture count
        - List pros and cons of each option (structural, site drainage, utilities, MEP, etc.)
        - Provide narrative for each option
        - Develop cost estimates for each option
        - Provide recommendations
    - iii. Perform ADA accessibility review of remainder of existing building
      - a. Identify all non-compliant components
      - b. Prioritize
      - c. Develop cost estimates
      - d. Provide recommendations
  - E. Scope item 2 – Replace 4 drain fields
    - i. Review record drawings for each building / drain field
    - ii. Inspect existing systems
    - iii. Review archival documents for understanding bedrock and overlying soil characteristics
    - iv. Develop basis of design for each system
    - v. Develop conceptual sizing and locating of proposed replacement systems
    - vi. Perform soil probes / small diameter soil sampling to confirm viability of proposed fields
    - vii. Perform Phase 1 Archaeological Surveys
    - viii. Perform test excavations / soil borings
    - ix. Perform Pre-Application meeting with Local Health department
    - x. Evaluate capacities of existing electric utility services and their ability to support a new system
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- F. Scope item 3 – Town Hall floor structural evaluation and floor joist repair
    - i. Review record drawings
    - ii. Perform building evaluation
    - iii. Perform structural analysis of existing conditions – develop occupancy limits for each space
    - iv. Perform occupancy analysis for ingress and egress and meeting fire code requirements for each space
    - v. Identify defects in structure which limit occupancy and/or present a hazard
    - vi. Identify defects in structure which are recommended to be addressed to ensure structure longevity
    - vii. Develop prioritize list of improvements
    - viii. Develop cost estimates for each item prioritized
    - ix. Provide recommendations.

**PROPOSAL REQUIREMENTS:**

Provide a complete PSC Proposal (Technical and Cost) for all required Professional Architectural and Engineering Services in compliance with the State of Michigan, Department of Technology Management and Budget (DTMB) Project Statement Form (DTMB-0427), the DTMB Billable Rate Professional Services Contract, the DTMB RFP Billable Rate Form (DMTB-0430), and the DTMB State Facilities Administration (SFA), Design and Construction Division (DCD) policies and procedures for the development of Contract Documents and Construction Administration.

1. The PSC shall demonstrate in their proposal appropriate project experience relevant to the work described/requested in the Project Statement and/or RFP.
2. Travel reimbursements and billing rates shall be in accordance with the DTMB Billable Rate Professional Services Contract.
3. PSC shall detail all labor required for each phase.
  - a. PSC shall provide clear documentation of the number of meetings proposed during the study phase and during the design phase and indicate which meetings, if any, will need to be on-site.
4. PSC shall detail all reimbursable expenses for each phase. PSC must include the following services in their proposal. Please reference the ALLOWANCES section for suggested allowance amounts to be included for items listed below.
  - a. Evaluation and Design Services
    - i. List and include all field services and testing required for the proper design of the project as reimbursable expenses.
      1. A site survey and topographic surveys for the areas of project work
      2. Soil probes, soil borings, or test excavations as required for determining extent of bedrock and/or soil conditions associated with replacement of drain fields, establishment of ADA accessible access routes, or additions to the Visitors Center.
      3. Archaeological surveys
    - ii. List and include all reimbursable expenses for plan review by LARA. This shall include application preparation, submission, and application fees.
    - iii. List and include all reimbursable expenses for a construction permit from the Local Health Department for the replacement of on-site sewage disposal systems. This shall include application preparation, submission, and application fees.
    - iv. List and include all reimbursable expenses for a Phase 1 archaeological survey. This shall include application preparation to the State of Michigan for an Archaeological Exploration permit, submission, and application fees. Note: A formal Section 106 application is not required, refer to the recommended allowance listed below.
    - v. List and include any additional permitting or testing anticipated to be required as reimbursable expenses.
    - vi. List and include any other anticipated reimbursable expenses in the respective phase(s).

**ALLOWANCES:**

Identify and itemize all reimbursable and travel expenses in the PSC Cost proposal as allowances. The allowance amount shall include the expenses for the scope of work indicated (permit fees, plan review fees, materials testing, effluent testing, etc.) as well as the PSC staff labor to perform the scope of work indicated for each respective allowance (i.e. PSC staff time spent filling out an application for plan review or collecting samples for hazardous materials testing would be included in the allowance). If the PSC feels the allowances listed are not adequate to cover their expenses and staff time for any allowance, the PSC shall state so in their proposal and include the additional amount they feel is needed to adequately complete the scope of work for the respective allowance.

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PSC shall include but is not limited to the following as reimbursable expense allowances in their proposal:

1. \$2,000 reimbursable allowance for plan review and permit applications for completion of the following tasks:
  - a. LARA BCC Application for Plan Examination for architectural and utility work pertaining to scope items 2 & 3
  - b. LHD permits for establishing on-site sewage disposal systems
2. \$12,500 reimbursable allowance for site survey, and topographic survey
3. \$5,000 GPR Utility Locating Allowance
4. \$10,000 reimbursable allowance for soil borings and soil sampling
5. \$15,000 allowance for a Phase 1 Archaeological survey
6. \$2,000 reimbursable allowance for effluent testing of the existing septic systems after peak use periods, it is anticipated testing and results from after Memorial Day Holiday Weekend and the July 4<sup>th</sup> Holiday weekend shall be completed and incorporated into the PSC Recommendations for the phase 100 study.
7. \$5,000 reimbursable for Hazardous Material Testing for visitor's center restroom renovations.

PSC may include the following as reimbursable expense allowances in their proposal:

1. Any additional anticipated permit applications – PSC shall identify the specific additional permit(s) required and include a “permitting” allowance for the amount they determine necessary.
  - a. Local Health department permit for standalone sewage disposal systems if it is expected it will exceed the proposed 2k allotted above.
  - b. Utility Company permit fees
2. Any additional testing anticipated to complete evaluations – PSC shall identify the specific additional testing required and include a “testing” allowance for the amount they determine necessary.
3. Any other miscellaneous expenses – PSC shall identify the specific miscellaneous expenses required and include a “miscellaneous expenses” allowance for the amount they determine necessary. The miscellaneous expenses shall be allowed reimbursable items per the PSC contract.

#### **PROJECT SCHEDULE:**

1. The PSC shall provide a schedule of proposed completion dates for the proposed work associated by all scope items. Site assessment and data collection work can begin as soon as possible after contract is awarded and approved by DTMB., anticipate early to mid-May prior to Memorial Day to enable effluent testing.
2. Provide a bi-weekly progress summary email to the project team briefly documenting the prior two week's progress by the PSC and display the initial project schedule and current schedule status.
3. A graphic bar chart schedule (in weeks) indicating the PSC's proposed timeline for services based on a proposed PSC contract start date. For scheduling purposes, assume fourteen (14) calendar days each of Owner review for 50% and 90% submissions for both phase 100 and phase 500 submittals.

#### **ADDITIONAL INFORMATION AVAILABLE: (that will be made available to the successful PSC):**

1. Maps
    - a. 1A - Map of Fayette Historic State Park
    - b. 1B - Proposed project elements and locations
    - c. 1C - R-4 Townsite base map
    - d. 1D - U-1 - Water Sewer
    - e. 1E - U-1 pg1 Water Sewer with notes
  2. Visitor Center and parking lot record drawings
    - a. 2A - A-202 Proposed Visitor Center
    - b. 2B - A-202-A Visitor Center
    - c. 2C - A-202-B Visitor Center Heating Plan
    - d. 2D - A-202-C Reconstruct Visitor Center Roof
    - e. 2E - E-104 Roads Parking and water system
    - f. 2F - E-105 VC Utilities
    - g. 2G - E-107 Bituminous Surfacing
    - h. 2H - L-108 Visitor Center
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3. Drain field record drawings (VC provided in section 2 above, additional info in Section 1 above- U-1 series)
    - a. 3A - A-201 Office Garage and Workshops
    - b. 3B - A-203 Managers Residence (now Furnace Hill Lodge)
    - c. 3C - A-204 Entrance Building
    - d. 3D - Drain Fields Septic
    - e. Park Managers Drain Field
  4. Town Hall record drawings
    - a. 4A - A-101 Opera House
    - b. 4B - Cultural Resource Management Plan
    - c. 4C - Restoration and Stabilization Plan for Fayette
    - d. 4D - Restoration and Stabilization Plan for Fayette Appendix B

#### **ADDITIONAL REQUIREMENTS**

1. All vendors need to have a Unique Entity Identifier (UEI) number registered in SIGMA
2. All projects are subject to prevailing wages under the Governor's administrative rule in 2021. In the event of rescission of this rule, ARPA projects are still subject to prevailing wages under the Davis Bacon Act.
3. Buy American Preference: As appropriate and consistent with the law, the non-federal entity should, to the greatest extent practicable under a federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).
4. Timely minutes from all meetings will be required per the PSC contract.
5. PSC to follow DTMB naming convention of DTMB file number / project name / Y (contract) number / subject on all project documents.
6. PSC shall provide sufficient back-up on all invoices for reimbursable expenses.
7. PSC shall provide a progress summary e-mail to the project team every two weeks. Each progress summary shall document the prior two-weeks' progress by the PSC and display the initial project schedule and current schedule status.

#### **Please NOTE:**

1. Proposal responses MUST be uploaded to SIGMA VSS. Please enter the total cost for all phases as bid amount.
2. Please remember that individual attachments can be no larger than 6mb.
3. If you experience issues or have questions regarding your electronic submission, you must contact the SIGMA Help Desk for assistance. They can be reached by telephone at 888.734.9749 or by email at [sigma-procurement-helpdesk@michigan.gov](mailto:sigma-procurement-helpdesk@michigan.gov)
4. Please notify the Office of Design and Construction if you are having SIGMA VSS issues. Include your SIGMA ticket number in an email to our contract specialists, Anne Watros ([WatrosA@michigan.gov](mailto:WatrosA@michigan.gov)) and Don Klein ([KleinD4@michigan.gov](mailto:KleinD4@michigan.gov)).
5. You may be asked to email your proposal. Emailed submissions will require DCD approval and will be handled on a case-by-case basis. Approved emailed submissions MUST be received prior to 2:00 p.m. deadline to be considered responsive and responsible.

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#### **DESIRED SCHEDULE OF WORK**

MDNR wishes to have all the Phase 100 scopes completed by July 30, 2023 and at a minimum the Phase 500 Designs for items 2 & 3 completed by November 11, 2023. Please provide a detailed Phase 100 and Phase 500 development schedule (including key tasks and milestone dates) with the PSC Proposal.

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#### **ACCEPTING RFP QUESTIONS UNTIL:**

Please do not submit online questions via VSS. All questions should be emailed to Jeff Barsch at [barschj@michigan.gov](mailto:barschj@michigan.gov) by 4/12/23 at 12:00 PM.

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REFERENCE STANDARDS: This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (EPA, OSHA, and DOT), state agencies (DCH, EGLE, MDNR, and MIOSHA), and any other local regulations and standards that may apply.

This form is required to be a part of the professional service contract. (Authority: 1984 PA 431)  
Attachment(s)