

VILLAGE OF BOSTON HEIGHTS	Codified?	First Reading <u> x </u>	Waiver 3-Reading Rule <u> </u>
RESOLUTION NO: <u> 2015-10-38 </u>	Yes <u> </u>	Second Reading <u> </u>	Yes <u> X </u>
INTRODUCED BY <u> J. MILLER </u>	No <u> X </u>	Third Reading <u> </u>	No <u> </u>

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH OHM-ADVISORS, AN INDEPENDENT ENGINEERING COMPANY, REGARDING THE DESIGN AND BID ADMINISTRATION FOR THE LOCAL ROADS PAVING PROGRAM – PHASE II, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Boston Heights issued a request for professional services related to the Village’s 2014-2016 Capital Improvement Program, which included several local street paving program; and,

WHEREAS, the Village has evaluated the qualifications of the firms responding to the Statement of Qualification request based upon their competence, ability in terms of workload and availability of qualified personnel, their experience, their past performance with respect to quality of work, and satisfaction of deadlines and prior experience working with the Village; and,

WHEREAS, OHM-Advisors has submitted a design and bid administration proposal for the Local Street Paving – Phase II (2016) for the Village’s Capital Improvement Project, attached as Exhibit A.

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Boston Heights, Summit County, Ohio as follows:

Section 1: That the Mayor is hereby authorized and directed to enter a Memorandum of Agreement with OHM-Advisors, an independent engineering company, (the “Agreement”), for design and public bidding administration for the Local Streets Paving Program – Phase II in a form substantially similar to the document attached hereto as Exhibit "A."

Section 2: That the Mayor and/or Fiscal Officer are hereby authorized and directed to make payments to OHM-Advisors as set forth under the Agreement, as executed.

Section 3: That the Council hereby appropriates the funds necessary for the Agreement, as executed.

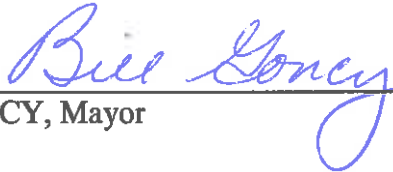
Section 4: That it is determined to be in the best interests of the Village and its residents to enter into this Agreement.

Section 5: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that

all deliberations of this Council which resulted in formal action were taken in meetings open to the public, in full compliance with the applicable legal requirements including Section 121.22 of the Ohio Revised Code.

Section 6: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the Village's residents and to allow for the continued operations of the Village and shall therefore take effect and be in force from and immediately after its passage.

PASSED:



BILL GONCY, Mayor

ATTEST:



BETTY KLINGENBERG, FISCAL OFFICER

I, BETTY KLINGENBERG, Fiscal Officer and Clerk of the Village of Boston Heights, Summit County, Ohio do hereby certify that the foregoing Resolution **2015-10-38** was duly passed by the Council of the Village of Boston Heights, County of Summit, State of Ohio at a meeting of Council on this **13th day of October, 2015**.



ARCHITECTS. ENGINEERS. PLANNERS.

October 12, 2015

Mayor Bill Gongy
Village of Boston Heights
45 E. Boston Mills Road
Boston Heights, OH 44236

RE: Local Street Paving – Phase 2 (2016)
Location: Various Residential Streets
Proposal # 15779

Dear Mayor Gongy:

The following scope of services, price proposal, and project schedule represent our understanding of the project, based upon prior discussions, meetings, and/or additional project information made available at the time of this proposal. Should you have any questions, please let us know.

Proposal Outline

Proposal Outline.....1

Scope of Services (Specialty Design Services Tasks).....2

Scope of Services (Engineering Tasks).....3

Scope of Services (Bidding Tasks).....4

Scope of Services (Construction Tasks)5

Price Proposal.....6

Contract Terms & Conditions (See Attachment)6

Sincerely,
OHM Advisors

David G. Krock, PE, Director
david.krock@ohm-advisors.com
D: 330.913.1045 C: 330.350.0521

Authorization to Proceed

Bill Gongy 10-19-15

 Signature Date
BILL GONGY *MAYOR*

 Printed Name Title



Scope of Services (Specialty Design Services Tasks)

Task #2 Topographic Survey

- The following services are included in the fee shown:
 - **Limits of Survey:**
 - Ledgeview Drive (From 500' west of Rockwood to 500' west of Ianwood) (4,000 LF)
 - Entire width of Public R/W (60')
 - **Data Collected:**
 - All existing utilities (overhead and underground), as marked by OUPS
 - All street pavement, driveways, buildings, hard surfaces, etc.
 - All landscape areas, trees, bushes, etc.
 - Contour elevations for the area
 - All other important topographic features that might impact construction
 - This information will be collected and provided in an autocadd format for use in design



Scope of Services (Engineering Tasks)

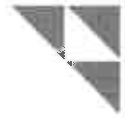
Task #56 Pre-Design & Field Analysis

- The following services are included in the fee shown:
 - **Field Review**
 - All streets within the following subdivision:
 - The Ledges
 - Wooded View Estates
 - **Determine Appropriate Rehabilitation Measures:**
 - Crack Sealing
 - Partial Depth Repairs
 - Full Depth Repairs
 - Asphalt Overlays
 - Mill & Fill
 - In-Place Full Depth Recycling
 - Cement Soil Stabilization

Task #59 Construction Documents

- The following services are included in the fee shown:
 - Design will include all details and specifications required for public bidding of a unit price contract, in accordance with industry standards.
 - Detail sheets will include:
 - Plan sheets will include:
 - Title Sheet w/Location Map
 - Schematic Plan
 - Typical Section
 - General Notes
 - Maintenance of Traffic Notes & Details
 - General Summary
 - Plan Sheets
 - Intersection & Driveway Details
 - SWPPP Plan
 - Total Project Size and Cost Estimate is as follows:

▪ The Ledges:	\$ 1.0M	7,201 LF
▪ Wooded View Estates	\$ 300k	4,643 LF
Total =	\$ 1.3M	11,844 LF



Scope of Services (Bidding Tasks)

Task #150 Official Engineer's Project Cost Estimate

- The following services are included in the fee shown:
 - Determination of Estimated Quantities for construction
 - Evaluation and Estimate of Construction Costs for use with Public Bidding Requirements

Task #151 Bidding & Contract Documents

- The following services are included in the fee shown:
 - Preparation of bid documents including legal advertisement, instructions to bidders, bid forms, contract forms and affidavits, prevailing wage forms, EEO forms, terrorism forms, scope of work, schedule, and other Owner forms and requirements to be added to the public bidding process.
 - These documents will be 100% complete, ready for bidding of the Public Project.

Task #152 Bid Process, Review, & Award

- The following services are included in the fee shown:
 - Pre-Bid Meeting
 - This is an opportunity for the prospective bidders and Owner representatives to discuss any pre-bid questions/clarifications and to explain the contractual process and obligations of the contractor and the Owner.
 - Addendums
 - This activity is necessary to provide written explanation to all bidder's for any questions regarding the bid documents and plans.
 - Depending upon the size and complexity of the project, multiple addendums may be required for the project.
 - Post-Bid Activities
 - Evaluation of bids and contractor qualifications
 - Pre-Award Meeting to review all bid items with apparent low bidder
 - Recommendation of Award to the Owner
 - Contract execution, bonding, insurance, etc.
 - Notice of commencement



Scope of Services (Construction Tasks)

Task #175 Pre-Construction Services

- The following services are included in the fee shown:
 - Pre-construction meeting
 - Coordination with Contractor, Utilities, Safety Forces, Residents, & Businesses
 - Personnel coordination and project schedule
 - Materials, suppliers, and shop drawing review
 - Review contractual items

Task #176 Construction Services (CA/CM/CI)

- The following services are included in the fee shown:
 - Coordination with Contractor, Utilities, Safety Forces, Residents, & Businesses
 - Prepare daily inspection reports
 - Regular progress meetings with contractor
 - Inspection and testing services
 - Response to RFI's (request for information) from contractor
 - Review of pay requests & recommendations for payment
 - Negotiation of Change Orders
 - Prevailing Wage Verification
 - Coordination of Funding Reimbursements

Task #177 Post-Construction Services

- The following services are included in the fee shown:
 - Review of final construction with contractor and Owner
 - Preparation of final punchlist
 - Review of As-Built Drawings
 - Maintenance Bond Coordination
 - Lien releases, payments, and final acceptance



Price Proposal

#	Specialty Design Services Tasks	Fixed Fee	Unit Price Fee	Hourly Rate Fee
Task #2	Topographic Survey	\$ 7,500	--	--
	Subtotal =	\$ 7,500	--	--
#	Engineering Tasks	Fixed Fee	Unit Price Fee	Hourly Rate Fee
Task #56	Pre-Design & Field Analysis	\$ 4,200	--	--
Task #59	Construction Documents	\$ 41,400	--	--
	Subtotal =	\$ 45,600	--	--
#	Bidding Tasks	Fixed Fee	Unit Price Fee	Hourly Rate Fee
Task #150	Official Engineer's Project Cost Estimate	\$ 500	--	--
Task #151	Bidding & Contract Documents	\$ 2,500	--	--
Task #152	Bid Process, Review, & Award	\$ 1,000	--	--
	Subtotal =	\$ 4,000	--	--
#	Construction Tasks	Fixed Fee	Unit Price Fee	Hourly Rate Fee
Task #175	Pre-Construction Services	--	--	TBD (see note)
Task #176	Construction Services (CA/CM/CI)	--	--	TBD (see note)
Task #177	Post-Construction Services	--	--	TBD (see note)
	Subtotal =	--	--	TBD (see note)
	Column Totals =	\$ 57,100	--	TBD (see note)
	Grand Total =		\$ 57,100	

TBD Note: An additional proposal will be provided for Tasks 175 thru 177 for approval by the Village, once the construction schedule has been determined. The total cost for Task #176 is highly dependent upon the total length of time the contractor is working on-site, since our inspector must be there for the same length of time.

Pricing Note:

- "Fixed Fee" prices, as proposed, shall be invoiced at the exact number shown.
- "Unit Price Fee" represents the value of the work on a per unit basis (ex: per meeting).
- "Hourly Rate Fee" represents the budget estimate for the Task (Standard Hourly Rates shall apply).

Contract Terms & Conditions (See Attachment)