

VILLAGE OF BOSTON HEIGHTS	Codified?	First Reading <input checked="" type="checkbox"/>	Waiver 3-Reading Rule _____
RESOLUTION NO: 2018-10-32	Yes _____	Second Reading _____	Yes _____
INTRODUCED BY <u>D. POLYAK</u>	No <input checked="" type="checkbox"/>	Third Reading _____	No <input checked="" type="checkbox"/>

RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF BOSTON HEIGHTS TO ENTER INTO AN AGREEMENT WITH OHM ADVISORS REGARDING THE 2019 ROAD MAINTENANCE PROGRAM AND DECLARING AN EMERGENCY

WHEREAS; the OHM Advisors currently has, and is offering, design, engineering and construction services; and,

WHEREAS; the Village of Boston Heights desires to contract OHM Advisors for such services and in particular a Road Maintenance Program for 2019; and,

WHEREAS; both OHM Advisors and the Village of Boston Heights are desirous of establishing a Services Agreement for the Village’s 2019 Road Maintenance Program; and,

WHEREAS; the Village of Boston Heights recognizes that this Services Agreement will enable the Village of Boston Heights to spend its resources in a manageable way and with certainty; and,

WHEREAS; this agreement will allow the Village of Boston Heights to immediately preserve the public peace, health, safety, convenience and welfare of its taxpayers and the inhabitants thereof;

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

Section 1: That the Mayor of the Village of Boston Heights is hereby authorized and directed to promptly enter into a contract with OHM Advisors regarding 2019 Road Maintenance Program. Said agreement is attached hereto as Exhibit “A.”

Section 2: That the Mayor and Fiscal Officer are hereby authorized and directed to sign all necessary paperwork to effectuate the entering of, execution and implementation of said agreement.

Section 3: That, to the extent not already done so, the funds required for the payment of the obligations incurred are hereby appropriated for the purposes described.

Section 4: 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 5: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and general welfare of Village residents, to allow for the timely submission of the approved Agreement within guidelines and requirements, to allow for the prompt studies and design efforts to begin so as to permit implementation of the 2019 Road Maintenance Program when the weather will first allow, and to allow for the continued operations of the Village Administration and other departments 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 **2018-10-32** 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 **9th Day of October, 2019.**



ARCHITECTS. ENGINEERS. PLANNERS.

October 19, 2018

Mayor Bill Gony
Village of Boston Heights
45 East Boston Mills Road
Boston Heights, OH 44236

RE: 2019 Road Maintenance Program
Location: Boston Heights
Proposal # 18308

Dear Mayor Gony:

The subject project will apply crack seal at various locations on roads throughout the village. Spot pavement repairs are also include on those roads. Chip and fog seal will be applied on Beverly Road, Richard Road, Grandview Drive, Sholle Drive, and Wolcott Drive. Striping of roads will be determined based on site evaluation. Lastly, bid alternates will be provided to address catch basin repairs along Hines Hill Road. 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

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Sincerely,
OHM Advisors

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Authorization to Proceed

10-23-18

Signature Date

BILL GONCY MAYOR

Printed Name Title



Scope of Services (Engineering Tasks)

Task #56 Pre-Design and Field Analysis

- The following services are included in the fee shown:
 - Using the street data and current field data the following services are included in the fee shown:
 - Field Review
 - All Asphalt streets (21 total) located within the village limits.
 - Data Collection
 - Evaluation of catch basin repairs needed.
 - Evaluation of pavement striping needed.
 - Analysis
 - The engineer shall utilize the data and the preliminary cost estimate along with field measurements to finalize the cost estimate.

Task #60 Construction Documents

- The following services are included in the fee shown:
 - Preparation of Construction Documents shall be as follows:
 - Partial depth pavement repair
 - Full depth pavement repair
 - Crack sealing (21 streets)
 - Chip and fog seal (5 streets)
 - Catch basin repair (Hines Hill Road)
 - Striping plan (Streets to be determined)
 - Design will include all details and specifications required for public bidding at a unit price contract, in accordance with industry standards.

Task #90 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



Scope of Services (Bidding Tasks)

Task #151 Bidding and 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, 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 bidders 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, and 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, and Businesses
 - Prepare daily inspection reports
 - Regular progress meetings with contractor
 - Inspection and testing services
 - Response to RFIs (request for information) from contractor
 - Review of pay requests and recommendations for payment
 - Negotiation of Change Orders
 - Prevailing Wage Verification
 - Coordination of Funding Reimbursements
 - Staffing will include the following:
 - Construction Inspector: On-Site during all working hours of construction
 - Construction Manager: On-site Reviews as needed / Off-Site Coordination with Inspector, Contractors, and Owner where possible via phone to control costs
 - Construction Engineer: Involved on an as-needed basis to facilitate field decisions and design-related issues.
 - Construction Administrative Assistant: Coordination of all documentation from pre-construction, contracts, pay requests, and close-out documents.
 - Typical Weekly Staffing for a 40-hour/week construction project is approx.:
 - Construction Inspector: 40 Hours = \$ 2,960
 - Construction Manager: 4 Hours = \$ 416
 - Construction Engineer: 1 Hour = \$ 135
 - Construction Admin: 2 Hours = \$ 120
 - **Total Budget Cost per 40-hour week Project = \$ 3,631**
 - Total Cost is therefore directly related to the length of the construction project.

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 punch list
 - Maintenance Bond Coordination
 - Lien releases, payments, and final acceptance



Price Proposal

#	Engineering Tasks	Fee
Task #56	Pre-Design & Field Analysis	\$ 1,500
Task # 60	Construction Documents	\$ 2,500
Task # 90	Official Engineer's Cost Estimate	\$ 500
	Subtotal =	\$ 4,500
#	Bidding Tasks	Fee
Task # 151	Bidding and Contract Documents	\$ 2,000
Task # 152	Bid Process, Review, and Award	\$ 2,500
	Subtotal =	\$ 4,500
#	Construction Tasks	Fee
Task # 175	Pre - Construction Services	\$ 1,720
Task # 176	Construction Services	\$ 18,155
Task # 177	Post - Construction Services	\$ 1,720
	Subtotal =	\$ 21,595
	Grand Total =	\$ 30,595

Note:

- Fee shown represents (5) five weeks (25 working days) of full-time Construction Services (CA/CM/CI) per the Contractor's anticipated work schedule. See task #176 on prior page for itemized breakdown of weekly Construction Services (CA/CM/CI) costs.
- Task #176 will be billed at the Standard Hourly Rates not to exceed the maximum amount shown

Anticipated Project Schedule

Project Bidding Tasks: January 2019

Construction Tasks: April 2019 through June 2019

Standard Terms & Conditions

The Standard Terms and Conditions contained in the Annual Engineer contract (as approved by Council Legislation) shall also apply to this contract.