

RESOLUTION NO. 51-2022

Introduced by _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH OHM ADVISORS FOR ENGINEERING DESIGN SERVICES RELATED TO THE CLEVELAND ROAD EAST SIDEWALK EXTENSION PROJECT IN AN AMOUNT NOT TO EXCEED FIFTY-THREE THOUSAND THREE HUNDRED AND 00/100 DOLLARS (\$53,300.00)

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the City Manager shall be, and he hereby is, authorized and directed to accept the proposal and enter into an agreement with OHM Advisors for engineering design services on the Cleveland Road East Sidewalk Extension Project in an amount not to exceed Fifty-Three Thousand Three Hundred and 00/100 Dollars (\$53,300.00), which agreement shall be in substantially in the form of Exhibit "A" attached hereto and made a part hereof.

SECTION 2. 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 and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately after its adoption.

ATTEST: Terri Welkner
Clerk of Council

Monty Tapp
Monty Tapp, Mayor

ADOPTED: 10 MAY 2022





ARCHITECTS. ENGINEERS. PLANNERS.

April 21, 2022

City of Huron
Stuart Hamilton, Service Director
417 Main Street
Huron, OH 44839

RE: Cleveland Road East Walk Extension

Location: City of Huron
Proposal #22129

Dear Mr. Hamilton:

The following scope of services, price proposal, and project schedule which 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

Chad M. Lewis, PE, Project Manager
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Russell Critelli, PE, PMP
Principal/Manager of Cleveland
Russ.critelli@ohm-advisors.com
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Authorization to Proceed

Signature

5/12/2022
Date

Matthew Lasko
Printed Name

City Manager
Title

cc: Matt Lasko, City Manager

OHM Advisors*

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Project Understanding

The referenced project will install a 5-foot-wide concrete walk along one side of Cleveland Road East from Gateway Boulevard to Heron Drive. Curb ramps with ADA detectable warning pads will be installed at roadway crossings. Pedestrian signage, pavement markings, and flashing beacons will be included where needed. The project is anticipated to receive funding from and adhere to the administrative requirements of the MPO and ODOT.

Scope of Services - Information Gathering Tasks

Task #2 Topographic Survey

- The following services are included in the fee shown:
 - Limits of Survey: Cleveland Road East (US 6) from Gateway Boulevard to Heron Drive
 - Approximately 3,900 LF
 - Crown of pavement to South right of way line of Cleveland Road East, plus 15 feet
 - Property Owner Notification Letter
 - Right of Entry per O.R.C. 163.03 & O.R.C. 5517.01
 - Mailed to record owners 48 hours in advance of field work
 - Project Control and Benchmarks:
 - GPS Site Control Points: Ohio State Plane Coordinate System, North Zone, (2011)
 - Vertical Benchmarks: North American Vertical Datum of 1988 (NAVD 88)
 - Existing Centerline and Right of Way – Monumentation Recovery:
 - Research and analysis of existing tax maps, deeds, plats, and surveys
 - Thorough field reconnaissance and recovery of existing centerline and right of way monuments
 - Field Survey and Base-Mapping
 - Existing Conditions Survey
 - Topographic & Planimetric Features
 - Curb, walk, drive, and pavement locations and material
 - Existing building and structure locations
 - Vegetation: Trees (larger than 12" in wooded areas), stumps, shrubs, flower beds, wood lines, and landscaped areas
 - Located using ODOT field codes
 - Existing Utilities (gas, electric, telephone, water, storm, or sanitary sewer, etc.)
 - Field observation: Lines marked by OHIO811 (OUPS) Utility Members, utility poles, overhead wires, valves, hydrants, pull boxes, cleanouts, drainage and sewer structures and inverts
 - Record Plan Information
 - Obtained from provided construction or as-built drawings.
 - Obtained from design OUPS ticket
 - Scaled and "best-fit" into the survey base map
 - Existing Sewer Network
 - Flowline elevations and connectivity of existing storm and sanitary structures and pipes
 - Existing Surface
 - Based on spot elevations and break lines (crown/edge of pavement, curb lines, top/toe of slopes, drainage swales, retaining walls etc.)



Exclusions:

1. Resolution of individual property lines or any right of way plan development necessary for temporary or permanent easements is not included in this survey estimate.
2. A bridge survey and/or stream cross sections are not included in this survey estimate.
3. Physical excavation and/or verification of buried utilities are not included in this survey estimate.
4. Exclusions #1 and #2 can be performed if determined necessary during the design process, and by contract modification to this agreement.

Deliverables: Existing Conditions Basemaps (BE001.dwg & BR001.dwg) provided in an AutoCAD Civil 3D 2018 for use in design.

Scope of Services - Engineering Tasks

Task #56 Pre-Design & Field Analysis

- The following services are included in the fee shown:
 - Analysis
 - The engineer shall utilize the field review to verify conditions for construction, maintaining traffic, repair/replacement effort, and to make notations of specific areas of concern and caution for the contractor.
 - Recommendation
 - The engineer will provide limits and type of work to be performed on designated streets along with associated construction estimates to aid in project decision making.

Task #59 Design Development

- The following services are included in the fee shown:
 - Design Development of storm and sanitary sewer replacement, pavement reconstruction, curb, walk, and drive apron replacement
 - Pedestrian Design
 - Walk section, width, and profile
 - Crossings
 - Signage
 - Pavement Markings
 - Storm Sewer Design
 - Plan and profile design of storm sewer
 - Maintenance of Traffic Design
 - Preparation of lane use details
 - Preparation of local detours and signage
 - Preparation of local access details
 - Preparation of plan sheets showing MOT plan
 - Preparation of Design Development level construction cost estimate
 - Coordination of DD level plans with public agencies and private utilities, including:
 - City of Huron
 - Huron Township
 - ODOT
 - Huron Department of Water



- Erie County DOES
- Frontier Communications
- Buckeye Broadband
- Columbia Gas
- Submittal of Design Development Plans to private utility companies for further coordination of impacts/conflicts with their facilities for purposes of relocation.

Task #60 Construction Documents

- The following services are included in the fee shown:
 - Preparation of Construction Documents shall be as follows:
 - Title Sheet
 - Legend Sheet
 - Schematic Plan
 - Typical Sections
 - General Notes
 - Maintenance of Traffic Notes and Plan
 - General Summary
 - Subsummaries
 - Plan Sheets
 - Cross Section Sheets
 - Construction Details
 - Design will include all details and specifications required for public bidding of a unit price contract, in accordance with industry standards.
 - Submit final plans to public and private utilities, ODOT, Huron Township, and the City of Huron.

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 and Award 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.
 - Additional ODOT LPA required documents include:
 - LPA Federal Agreement
 - Specification Exclusionary Table
 - DBE/EDGE forms and utilization plan
 - ODOT LPA Template
 - FHWA 1273 form
 - Utility Note
 - 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.
 - OHM will hold the meeting with prospective bidders, record notes, answer questions, and distribute meeting minutes to plan holders.
 - 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.
 - OHM will prepare addendums/clarifications and any necessary supporting documents and distribute to plan holders.
 - Post-Bid Activities
 - Evaluation of bids and contractor qualifications
 - Pre-Award Meeting to review all bid items with apparent low bidder
 - Recommendation of Award Letter to the Owner
 - Preparation and Submission of the ODOT LPA Award Packet
 - LPA Agreement Attachment (2)
 - Contractor C-92 Forms
 - Bid Opening Form
 - Official Bid Tab
 - City Council Resolution to Award
 - Proof of Project Advertisement
 - Contract Documents
 - OHM will prepare (3) three copies of contract documents for execution, bonding, insurance etc.
 - OHM will prepare the notice of commencement for signature(s).



Price Proposal

#	Information Gathering Tasks	Fee
Task #2	Topographic Survey	\$ 22,000
	Subtotal =	\$ 22,000
#	Engineering Tasks	Fee
Task #56	Pre-Design & Field Analysis	\$ 2,500
Task #59	Design Development	\$ 10,000
Task #60	Construction Documents	\$ 11,300
Task #90	Official Engineer's Project Cost Estimate	\$ 1,500
	Subtotal =	\$ 25,300
#	Bidding & Award Tasks	Fee
Task #151	Bidding & Contract Documents	\$ 3,000
Task #152	Bid Process, Review & Award	\$ 3,000
	Subtotal =	\$ 6,000
	Grand Total =	\$ 53,300

Anticipated Project Schedule

Information Gathering Tasks: May 2022

Engineering Tasks: June 2022 through December 2022

Bidding & Award Tasks: March 2023*

**Project schedule may become dependent on project partner(s) administrative requirements, i.e., ODOT, MPO, Township, etc.*



Clarifications and Assumptions

- Our Proposal was prepared based on the following assumptions:
 - If additional labor effort or change in schedule is required beyond described herein, OHM Advisors will negotiate an amendment with the City of Huron. OHM Advisors will not proceed with additional services without written authorization to proceed from the City of Huron.
 - Meetings shall be conducted in accordance with the Scope of Services as described herein. Additional meetings, not described within our Scope of Services, shall be considered additional services, and will be billed on an hourly basis under the Additional As-Needed Services Allowance upon agreement with the City of Huron.

Client Responsibilities

- City of Huron will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes
- City of Huron will provide the following, if available, to assist us with the project: (provide appropriate list as per your project/discipline. examples follow:) prior as-builts and existing plans, plat maps, site surveys indicating site boundaries, existing topography, access to structures, easements and utility line information, utility availability, building information, etc.

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.