

**RESOLUTION NO. 62-2022**

Introduced by William Biddlecombe

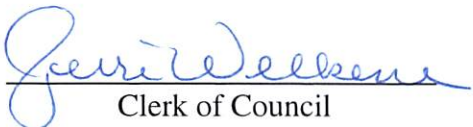
**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH OHM ADVISORS FOR ENGINEERING INSPECTION SERVICES RELATED TO THE 2022 PAVING PROGRAM IN AN AMOUNT NOT TO EXCEED THIRTY-ONE THOUSAND SEVEN HUNDRED AND 00/100 DOLLARS (\$31,700.00)**

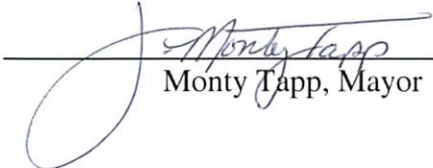
**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**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 inspection services for the 2022 Paving Program in an amount not to exceed Thirty-One Thousand Seven Hundred and 00/100 Dollars (\$31,700.00), 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:   
Clerk of Council

  
Monty Tapp, Mayor

ADOPTED: 28 JUN 2022



June 23, 2022

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

**RE: 2022 Paving Program – Construction Services**

Location: City of Huron  
Proposal # 22193

Dear Mr. Hamilton:

The following scope of services, price proposal to perform construction services, and project schedule which represent our understanding of the subject 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

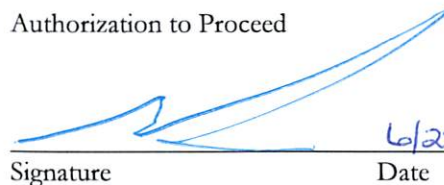


Thomas Tucker, PE, PS  
Manager of Akron  
Thomas.tucker@ohm-advisors.com  
D: 330.913.1063



Russell Critelli, PE, PMP  
Principal/Manager of Cleveland  
Russ.critelli@ohm-advisors.com  
D: 216.865.1339

Authorization to Proceed



Signature

Date

6/28/2022

Matthew Lasko  
Printed Name

City Manager  
Title



## Scope of Services (Construction Tasks)

### Task #175 Pre-Construction Services

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- 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
  - Perform materials, suppliers, and shop drawing reviews and communicate revisions/approvals with contractor.
  - Review contractual items.
  - Distribution of documents/information (mtg records)

### Task #176 Construction Services

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- 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
    - Field Client Representative: On-site weekly reviews with construction inspector, and Off-Site Coordination via phone with Inspector, Contractors, Owner and Construction Manager
    - 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
• Field Client Representative	8 Hours
• Construction Manager:	4 Hours
• Construction Engineer:	1 Hour
• Construction Admin:	2 Hours
  - Total Budget Cost per 40-hour week Project = \$ 5,200
  - Total Cost is therefore directly related to the time duration of the construction project.



#### **Task #177      Post-Construction Services**

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

#### **Project Schedule**

Total Project Schedule duration equals **6 weeks**.

Number of weeks is based upon the contractor's anticipated work schedule and the allowable project duration from Notice-to-Proceed to Completion Date. The estimated fee for Task #176 is based upon this data.

#### **Task #178      Additional Construction Services      If Authorized**

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- This task has been included as an "If Authorized" fee in the event that one or more of the following conditions occur:
  - The Contractor is awarded additional scope of services.
  - The Contractor's work schedule exceeds the number of weeks shown above in the Project Schedule.
  - The Contractor's work schedule includes work weeks exceeding 40 hours.
  - The Contractor's work process requires multiple work crews and therefore multiple inspectors on-site simultaneously.
  - The Contractor is granted extra time (time extension) to complete the project.
  - The Contractor is awarded a change order for additional work or changed work conditions.
- If any of the above conditions apply, the Engineer shall document and estimate the total cost to complete the additional inspection services and request authorization/approval from the Owner to cover these costs.





## Price Proposal

#	Construction Tasks	Fee
Task #175	Pre-Construction Services	\$ 2,500
Task #176	Construction Services	\$ 26,000
Task #177	Post Construction Services	\$ 3,200
	<b>Grand Totals =</b>	<b>\$ 31,700</b>
Task #178	Additional Construction Services (If Authorized)	\$ TBD

### Note:

- Fee shown represents (6) six weeks (30 working days) of full-time Construction Services per the Contractor's anticipated work schedule. See task #176 on prior page for itemized breakdown of weekly Construction Services costs.
- Task #176 and Task #178 (If Authorized) will be billed at the Standard Hourly Rates.

## Anticipated Project Schedule

Construction Tasks: July 2022 through August 2022

## 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

- The City of Huron will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes
- The 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.