

CITY OF MIDDLEBURG HEIGHTS, OHIO

Resolution No. 2021- **39**

Introduced By: Mayor Matthew Castelli

**A RESOLUTION
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH
CITY ARCHITECTURE TO PREPARE MATERIALS
FOR A TLCI IMPLEMENTATION GRANT APPLICATION**

WHEREAS, The City of Middleburg Heights' Southland District Vision Plan creates a framework for reinvestment to reposition the Southland District as a walkable, mixed-use, and vibrant neighborhood hub; and

WHEREAS, City Architecture in coordination with WSP, an international engineering firm, will aid in preparing materials suitable for a TLCI Implementation Grant in coordination with the Northeast Ohio Areawide Coordinating Agency (NOACA) Transportation for Livable Communities Initiative (TLCI) to advance the Southland District Plan; and

WHEREAS, City Architecture's workplan is organized into three primary categories; Community Engagement, Transportation and Traffic Engineering, and NOACA TLCI Implementation Grant Authorship, each directly relating to NOACA's requirements to compete for Implementation Grant funding.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MIDDLEBURG HEIGHTS, STATE OF OHIO, AS FOLLOWS:

Section 1: That the Mayor is hereby authorized to enter into an agreement with City Architecture to prepare materials for a TLCI Implementation Grant in coordination with the Northeast Ohio Areawide Coordinating Agency (NOACA) Transportation for Livable Communities Initiative (TLCI) to advance the Southland District Plan, a copy of which is attached hereto and marked "Exhibit A".

Section 2: That there is hereby appropriated \$50,800.00 from the General Fund to implement this Resolution.

Section 3: It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public,

in compliance with all legal requirements, including Chapter 107 of the Middleburg Heights Code and Section 121.22 of the Ohio Revised Code.

Passed: 5-25-21

David Bortolotto
President of Council

Attest: M Meala
Clerk of Council

Approved On: 5-27-2021

Presented to Mayor: 5-26-21

Matthew Cutler
Mayor

	Yea	Nay
Bortolotto	<u>X</u>	_____
Ali	<u>X</u>	_____
Sage	<u>X</u>	_____
Meany	<u>X</u>	_____
McGregor	<u>X</u>	_____
Ference	<u>X</u>	_____
Grech	<u>X</u>	_____

I, Mary Ann Meale Clerk of the Council of the City of Middleburg Hts., Ohio, hereby certify that Res 2021-39 adopted by the Council of the City of Middleburg Hts., on 5/25/21 was posted for a period of fifteen days, beginning 5/28/21 and remained so posted for fifteen days at the two posting places as designated by Charter.

Mary Ann Meale
Clerk

CERTIFICATE

I, Mary Ann Meale Clerk of Council of the City of Middleburg Heights, Ohio, do hereby certify that the foregoing is a true and accurate copy of Res. 2021-39 passed on the 25th day of May 2021 by said Council.

Mary Ann Meale
Clerk of Council



March 31, 2021
Updated May 12, 2021

Mayor Matt Castelli
City of Middleburg Heights
15700 Bagley Road
Middleburg Heights, Ohio 44130

PROJECT UNDERSTANDING

City Architecture will provide planning services to advance the Southland District Plan in coordination and alignment with the Northeast Ohio Areawide Coordinating Agency (NOACA) Transportation for Livable Communities Initiative (TLCI) to position this plan for a TLCI Implementation Grant. Based on our previous conversations with you, Grace Gallucci (NOACA Executive Director), Dr. Ali Makarachi (NOACA Director of Transportation Planning and Engineering) and members of your team, we feel we are in a good position to compete for the next round of Implementation Grant funding. To support the development of technical details that NOACA will be seeking, we have invited WSP, an international engineering firm, to partner with us in this endeavor. I have a long-standing relationship with their Cleveland office leader, Nancy Lyon-Stadler, and believe she and her team's expertise will aid in preparing materials suitable for the grant application. A Scope of Services to support this work is outlined below for your consideration.

It is understood this work will be conducted under the ongoing, on-call Agreement between City Architecture and the City of Middleburg Heights, dated **May, 2019**

The outline below summarizes our planned involvement, per previous conversations and coordination. Estimated costs for this work are as follows:

- This scope outlines a total fee of \$49,550;
- Reimbursable expense allowance of \$1,250 is estimated in addition to the fee above;
- Please note, fee allocations are anticipated to be flexible and will be invoiced hourly.

SCOPE OF SERVICES

The City Architecture team's workplan is organized into three primary categories, each directly relating to NOACA's questions and suggestions shared on the March 9th call.

Community Engagement (\$12,920)

Based on our extensive TLCI experience and NOACA's comments, we suggest creating a coordinated series of community outreach events / meetings to ensure TLCI grant standards are exceeded. Building from the previous outreach and public meetings, we propose to create materials and help to facilitate the following sessions (virtual or in-person):

- Outreach Strategy Development: Create an outreach strategy, highlighting plan specifics and factors for a series of three (3) meetings.
- Meeting #1: Outline the existing conditions and lessons learned by highlighting regional and national case studies, NOACA policy alignments, and supporting information.

SOUTHLAND DISTRICT TLCI IMPLEMENTATION GRANT PROPOSAL

- Meeting #2: Outline concepts and final vision that have been previously shared, with supporting Traffic / Transportation Engineering information (new information that will be coordinated with existing conditions and the preferred district vision).
- Meeting #3: Focus on TLCI Implementation grant materials, setting expectations for your constituency and identifying potential alignment with other potential funding sources.

This process will meet the goals of the TLCI program and ensure that the community has had opportunities to understand the project and provide input.

Transportation and Traffic Engineering (\$29,220)

Work will focus on creating data sets and pertinent information to satisfy NOACA's requirements for traditional TLCI Planning engagements. With the recommendation of reducing Smith Road's capacity (narrowing the roadway), we anticipate collecting data that further substantiate this approach. This work, conducted by WSP, will consist of the following:

- Collect existing conditions traffic data at key intersections (Smith/Pearl, Smith/W130th, and W130th/Pearl) during a variety of times (AM and PM peak/rush hours) to establish a baseline understanding and data point(s)
- Calculate anticipated trips, using traffic modeling software, based on the overall vision, transportation system / roadways, and land-use to determine how the district's future transportation system might operate in comparison to baseline data
- Create traffic operations and determine appropriate intersection / roadway configurations that result from traffic modeling
- Create materials for use in public meetings to explain methods, reasons, and how this plan's vision is realizable through thoughtful and coordinated traffic engineering and land planning.

NOACA TLCI Implementation Grant Authorship (\$7,410)

Our work will be building towards creating supporting information to be included in materials required by the NOACA TLCI Implementation Program Application (attached for reference). We anticipate work related specifically to this scope to include:

- Cost estimates to help support the NOACA TLCI Implementation Grant.
- Updates, as needed, to the Southland District Plan to show a comprehensive approach based on data, existing conditions, and public engagement opportunities.
- Reconciliation of the anticipated construction projects between City of Middleburg Heights funding sources, potential ODOT funding (if initiatives are already scheduled), and NOACA TLCI funds.
- Narratives to populate the grant application.
- Attachment management / coordination, per the grant application requirements.

Thank you again for this opportunity to continue working with you and your team to advance the Southland District plan into an implementation strategy. We are confident this additional work will help support the grant application and will be further substantiated with traffic and transportation engineering efforts. We have thoroughly enjoyed our process in the past. It has been a pleasure, and we hope to continue our partnership with Middleburg Heights. Please let me know if you need any additional information or have any questions.

Sincerely,

CITY ARCHITECTURE INC.



Alex Pesta, AIA, AICP, LEED AP

Partner
cc: John Wagner, AIA, LEED AP, File

APPROVED:
City of Middleburg Heights:

Matt Catb...
Name

5-27-2021
Date

Mayor
Title