

City of Middleburg Heights, Ohio

Ordinance No. 2021-61

Introduced by: Mayor Castelli

**AN ORDINANCE
AUTHORIZING THE MAYOR AND FINANCE DIRECTOR
TO ENTER INTO A CONTRACT WITH
OSBORN ENGINEERING
AND DECLARING AN EMERGENCY**

WHEREAS, the City's purchasing policy requires City Council approval on any single purchase of products or services exceeding \$25,000 or any professional service contract exceeding \$10,000, with the exception of items purchased through or at an amount equal to an approved cooperative purchasing agreement; and

WHEREAS, the City desires to retain the services of a competent and qualified contractor to provide certain products/services to the City; and

WHEREAS, Osborn Engineering is competent and qualified to furnish products and/or services to the City and has provided a responsive and responsible proposal, and desires to provide Engineering Services – Traffic Pole Survey.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDDLEBURG HEIGHTS, CUYAHOGA COUNTY, STATE OF OHIO:

Section 1. That the Mayor and Finance Director is hereby authorized to enter into a contract with Osborn Engineering to provide certain products and/or services to the City, a copy of which is attached hereto and marked "Exhibit A".

Section 2. That there is hereby appropriated an additional \$41,800 from the General Fund to implement this Ordinance.

Section 3. That it is hereby found and determined that all formal actions of this council concerning and relating to the passage of this ordinance 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 Codified Ordinances and section 121.22 of Ohio Revised Code.

Section 4. That this ordinance is hereby declared to be an emergency measure, immediately necessary for the preservation of the public peace, health and safety of the citizens of the City of Middleburg Heights, Ohio. Therefore, this ordinance shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED 9/3/21

David Bortolotto
PRESIDENT OF COUNCIL

ATTEST:
M. Meola
CLERK OF COUNCIL

PRESENTED TO MAYOR 9/3/21

APPROVED ON: 9-7-2021

	YEAS	NAYS
BORTOLOTTO	<u>5</u>	___
ALI	<u>1</u>	___
SAGE	<u>1</u>	___
MEANY	<u>1</u>	___
MCGREGOR	<u>ABSENT</u>	___
FERENCE	<u>ABSENT</u>	___
GRECH	<u>1</u>	___

Mathew Cusick
MAYOR

I, Mary Ann Meola Clerk of the Council of the City of Middleburg Hts., Ohio, hereby certify that Ord. 2021-61 adopted by the Council of the City of Middleburg Hts., on 9/3/21 was posted for a period of fifteen days, beginning 9/8/21 and remained so posted for fifteen days at the two posting places as designated by Charter.
Mary Ann Meola
Clerk

CERTIFICATE
I, Mary Ann Meola Clerk of Council of the City of Middleburg Heights, Ohio, do hereby certify that the foregoing is a true and accurate copy of Ord. 2021-61 passed on the 3rd day of September 2021 by said Council.
Mary Ann Meola
Clerk of Council



P20211296.000

August 19, 2021

Mr. Marty Kramer – Manager, Facility Maintenance
City of Middleburg Heights
15700 Bagley Road
Middleburg Heights, Ohio 44130

sent via email: mkramer@middleburgheights.com

Re: Proposal for Traffic Pole Survey, Observation, & Repair Recommendations

Dear Mr. Kramer:

Osborn Engineering appreciates the opportunity to offer this proposal for Professional Engineering services for the above referenced project. We understand that two (2) traffic poles have fallen recently with the latest occurring this past week. Reportedly, the pole failure is a direct result of excessive corrosion of the pole base. It is assumed that road salt exposure is the primary cause of the deteriorated poles. Below is our scope of work as we understand it:

SCOPE OF WORK:

Osborn will work with the city to identify, prioritize, and make recommendations for repair and/or replacement of specified traffic poles on streets identified by the City within the City of Middleburg Heights.

The following work assignments and assumptions were made in development of our scope and fee proposal:

1. Coordinate with City personnel for locations of 150 traffic poles of varying size and use.
2. Obtain and review any documented relevant record plans on file.
3. Site observations of the pole base at all 150 poles. We will consider level of deterioration, structural stability, and eventual repair or replacements. The 'pole base' as defined herein is considered as the base plate, anchor rods, and bottom 5' of pole above the base plate.
4. Prioritize all poles in reference to level of deterioration and need of repair/replacement.
5. Detail or design temporary pole or guy wire for immediate prioritized locations and provide sketches for the City as needed. We have assumed a maximum of 40 poles will require temporary support to stabilize the pole until a replacement pole can be installed.
6. Prepare and submit a Draft report of our findings to the City.
7. Specify replacement poles that may be required per ODOT standard drawings and specifications.
8. After review and virtual meeting with City, provide final report, sketches, and recommendations to City.

ITEMS NOT INCLUDED IN SCOPE OF WORK:

1. Observations of the pole above the 'pole base'. This exclusion incorporates the mast arm connection, mast arm, or any appurtenances that are connected to or suspended from the pole or mast arm.
2. Lighting or electrical engineering inspection or design.



3. Use of manlift.
4. Traffic control or MOT assistance. All observations will be made from grade at tree lawn, sidewalk, etc.
5. Development of bid documents.
6. Permits of any kind.

FEES:

Our lump sum fee, including expenses, is **\$41,800.00**. Osborn Engineering will invoice monthly based on the percent of work incurred to date.

ADDITIONAL SERVICES:

Osborn Engineering shall provide additional services for the project, only when payment is authorized in writing. Such services shall consist of providing any services not otherwise included in this proposal or not customarily furnished in accordance with generally accepted engineering practice.

If any of our proposed Scope of Work differs from your expectations, please contact us and we will revise it accordingly. We are grateful for the opportunity to offer this proposal and we look forward to working with the City of Middleburg Heights. We are prepared to begin work immediately upon your authorization.

Sincerely,

OSBORN ENGINEERING
Scott A. Vura, PE, LEED AP
Vice President
Principal, Infrastructure Group

By: Jack P. Krebs, PE
Senior Project Manager

cc: OEC-Acct