

CITY OF MIDDLEBURG HEIGHTS, OHIO

Resolution No. 2022- **36**

Introduced By: Mr. Meany Co-Sponsors: Mr. Ali, Mr. McGregor

**A RESOLUTION
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH
OSBORN ENGINEERING
FOR THE SMITH ROAD/SOUTHLAND PROJECT**

WHEREAS, in March 2022, the City advertised for RFQs (Request for Qualifications) with the intent to employ professional engineering services to prepare preliminary engineering plans for the rehabilitation of Smith Road (CR 64) from Pearl Road to W. 130th Street; and

WHEREAS, Osborn Engineering was the only proposal submitted, the City evaluated the proposal, and having worked with Osborn Engineering in the past, the City has confidence that Osborn has a solid team and is qualified to provide the required professional engineering services; and

WHEREAS, Osborn Engineering has partnered with City Architecture to perform Planning and Urban Design, Landscape Architecture and Community Engagement; KS Associates will perform the field survey, base mapping, and subsurface utility locations; CTL will provide geotechnical investigation and engineering; and Lawhon will provide environmental documentation; and Smart Services will provide traffic counting as needed.

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

Section 1: That the Professional Design Services Scope and fee proposal submitted by Osborn Engineering for the rehabilitation of approximately 2900 feet of Smith Road extending from Pearl Road to W. 130th Street in the City of Middleburg Heights is determined to be the highest ranked, qualified, and best value to provide the required preliminary engineering services.

Section 2: That the Mayor and Finance Director are hereby authorized to enter into an agreement with Osborn Engineering for professional engineering services for the Smith Road/Southland Project, consistent with the proposal which is attached hereto and marked "Exhibit A".

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

Move for suspension of Charter Section 4.10
(5 day delivery requirement) & Council Rule 3
(24 hour agenda requirement).

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: 4/24/22

David Bortolotto
President of Council

Attest: M Meola
Clerk of Council

Approved On: 4-27-22

Presented to Mayor: 4/27/22

Matthew Casella
Mayor

	Yea	Nay
Bortolotto	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ali	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Meany	<input checked="" type="checkbox"/>	<input type="checkbox"/>
McGregor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ference	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grech	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I, Mary Ann Meola Clerk of the Council of the City of Middleburg Hts., Ohio, hereby certify that Res. 2022-36 adopted by the Council of the City of Middleburg Hts., on 4/26/22 was posted for a period of fifteen days, beginning 4/28/22 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 Res. 2022-36 passed on the 26th day of April 2022 by said Council.

Mary Ann Meola
Clerk of Council



April 22, 2022

Mr. James Herron
Director of Public Service
City of Middleburg Heights
City Hall 15700 E. Bagley Road
Middleburg Heights, OH 44130

**Re: Professional Design Services Scope and Fee Proposal,
Phase 1 - Preliminary Design (30%)
Smith Road Streetscape Design and Reconstruction at Southland
Middelburg Heights, Ohio**

Dear Mr. Herron,

Osborn Engineering would like to thank the City of Middleburg Heights for having the confidence in selecting our team for this important project. We are pleased to offer our professional design service scope and fee for this improvement. The project involves the rehabilitation of approximately 2900 feet of Smith Road extending from W.130th to Pearl Road and coordination with the Smith Road resurfacing from Pearl to Big Creek.

The plans will build on the vision established in the Southland District Vision TLCI Plan, developing a preliminary plan for Smith Road to become a vibrant part of Middleburg Heights. The preliminary Smith Road Streetscape Design and Reconstruction Plan will be a streetscape design that will address public realm street and sidewalk improvements, multi-modal transportation enhancements, supporting technology, green infrastructure, and a forward-thinking strategy for support of local retail, residential, and Middleburg Heights visitors.

Osborn Engineering will provide preliminary roadway, drainage, maintenance of traffic, lighting, and traffic control design. We've partnered with City Architecture to perform Planning and Urban Design, Landscape Architecture and Community Engagement. KS Associates (KS) will perform the field survey, base mapping, and subsurface utility locations (SUL). CTL will provide geotechnical investigation and engineering, and Lawhon will provide environmental documentation. Smart Services will provide traffic counting as needed.

The Osborn team led by Steve Koch, PE, has developed a procedure to deliver the project as described in the RFP within the timeline as prescribed. We will provide professional services in the following phases:

Phase 1 - Preliminary Plans (30%)

Task 1 - Field Data collection

- A. The Osborn field survey team led by KS Associates will conduct survey and basemapping. This documentation and analysis will include:
 - a. Project Control, Benchmarks, and reference points.
 - b. Centerline/Right-of-Way - Recover existing street centerline monuments to establish centerline of right-of-way.
 - c. Topographic Surveying and Base Mapping - Perform a field topographic survey within the project limits noted above.
 - d. Utilities - Provide an ASCE Level C Subsurface Utility Engineering (SUE) Investigation
 - e. Drainage - Survey of existing storm and sanitary sewers will provide rim/grate, pipe inlet and outlet elevations and sizes.
 - f. Mapping Deliverable - Mapping of the linework and existing ground surface (TIN) provided in an AutoCAD Civil 3D 2019 drawing file.
- B. Geotechnical information will be collected and analyzed by CTL.
 - a. Pavement cores
 - b. Soil borings and classifications
- C. Smart Services will collect traffic counts for through traffic and turning movements for signal analysis at signalized intersections and midblock along Smith Road.
- D. Record Data Collection - Data to be collected in the initial phase of this project includes:
 - a. Existing topography and boundary surveys
 - b. Collection of GIS information as available
 - c. Existing plans of street construction and interim improvements
 - d. Information of proposed improvements (by developers or the city) within the project corridor
- E. Walk thru field verification - Site review of existing utilities and structures condition.
- F. Lawhon And Associates will perform RMR screening and the appropriate environmental documentation research.

Task 2- Engagement

- A. The Osborn team will prepare exhibits, information and attend two public meetings to provide ongoing community engagement services as an extension of the Southland Vision Plan.
- B. The Osborn team led by City Architecture will work with the City of Middleburg Heights to develop exhibits for meetings to review and approve.
 - a. Draft graphic representations may include plan renderings, narratives, and character images to describe the program and feel of the design intent.
 - b. Precedent images of materials including paving, seating areas, lighting, and plantings will be included for review.
 - c. Critical and Typical Sections of up to (4) station points along the project ROW.
 - d. Maintenance of traffic phasing.

Task 3 – Preliminary Plan Deliverables

- A. Osborn Engineering and City Architecture will compile 30% Engineering Plans. Compilation of this document will include:
- a. Title Sheet
 - b. Draft notes and specifications
 - c. Typical Section
 - d. Preliminary MOT Layouts
 - e. Preliminary Plan and Profile Sheets
 - f. Preliminary Pavement Details
 - g. Preliminary Storm Sewer Laterals Profiles and Details
 - h. Preliminary Waterline location.
 - i. Preliminary Lighting Plan
 - j. Preliminary Traffic Control Plan Sheets
 - k. Schematic Design Plan (City Architecture)
 - i. Finalize layout.
 - ii. Lay out hardscape areas along Smith Road, including curb locations and locating sidewalks, multi-purpose trail, median, unit pavers, special paving patterns, parking areas, and anticipated future new construction (occurring on adjacent private properties)
 - iii. Determine landscape areas and provide details related to landscape materials, species types for plantings and associated quantities
 - iv. Prepare selected detailed drawings (sections, enlarged plans, elevations) to further illustrate construction for budget estimate purposes
 - v. Select and locate site amenities (seating, signage, etc.)
 - vi. Select unit pavers manufacturer and identify patterns
 - l. Preliminary Opinion of Probable Cost estimates
- B. Participate in project team meetings, as required (anticipate 3-5 meetings)

Task 4 – Development of Future Tasks

- A. After the preliminary plan is reviewed and approved by the City of Middleburg Heights, the Osborn team will provide assistance and support to the city to develop a budget, scope and phasing for the Phase 2 detail plan development.
- B. Osborn will assist the city in discussions and applications for various funding opportunities, including but not limited to:
- a. County Pavement maintenance funding
 - b. County Sewer and water funding.
 - c. Ohio Public Works Funding possible as the County being the applicant.
 - d. NOACA funding, including TLCI implementation grant.
 - e. Federal national grant such as RAISE.

Phase 1 – Preliminary Plans (30%) lump sum base fee:

Osborn Eng	\$ 137,569
City Architecture	\$ 70,300
KS Associates	\$ 49,100
CTL	\$ 12,704
Lawhon	\$ 13,798
Smart Services	\$ 5,100

Subtotal: \$ 288,571

Osborn Engineering has included fees for anticipated work that is not clearly defined at this time. As the project develops these services will become more apparent. For this reason, we have included these services as a “if authorized” amount to the proposed contract fee. The following services may be possible uses for the if authorized fee.

1. Subsurface utility location services by others. We are unsure of the possible utility conflicts. As plans progress it will become necessary to know the exact location of utilities. At that time a unit price can be requested for specific locations.
2. Right of way appraisal and acquisition services – these are not anticipated at this time.

Subtotal If-Authorized fee estimate: \$ 10,000

Total lump sum base fee + if authorized fee: \$ 298,571

Osborn Engineering shall provide additional services for the project, only when such services are 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. Services that are not a part of our scope of work include the following:

1. Detail construction documents.
2. Construction Services.
3. Right of way plans and/or acquisition.

Invoices for services and expenses will be submitted monthly, based on percent work completed to date. We anticipate the full design phase will take approximately 6 months to be substantially complete assuming authorization in June 2022. We anticipate submitting our plans for review by the city with comments returned within 30 calendar days. If any of our proposed Scope of Work differs from your expectations, please let us know. Again, we appreciate this opportunity and are prepared to start work upon your authorization.

Respectfully Submitted,
OSBORN ENGINEERING
Scott A. Vura, P.E., LEED AP



By: Steven P. Koch, P.E.
Senior Project Manager - Transportation Engineering

PROPOSAL FEE SHEET

PROJECT: SMITH ROAD STREETScape AND RECONSTRUCTION

DATE: 4/22/22

CONSULTANT/CONTACT: Osborn Engineering / Steve Koch 614-325-2109

Schematic 30% Design

<u>Work Items/tasks</u>	<u>Man Hours</u>	<u>Average Rate</u>	<u>Cost</u>
1. Field Survey & Data Gathering	135	\$50.07	\$6,759
2. Preliminary Engineering	805	\$41.64	\$33,519
3. Public Meeting	52	\$51.19	\$2,662
4. Utility Coordination	26	\$44.46	\$1,156
4. Engineer's Opinion of Probable Cost	27	\$40.89	\$1,104
6. Meetings	24	\$50.75	\$1,218
Total (Hrs & Direct Labor Cost)	1069	\$43.42	\$46,418
Overhead (<u>158.01</u> %)			\$73,345
Subtotal - 1			\$119,763
Net Fee (<u>11</u> %)			\$13,174
Subtotal - 2			\$132,937
Allowable Direct Cost			\$2,903
* Subconsultant's Costs			
City Architecture			\$70,300
KS Associates			\$50,829
CTL			\$12,704
Lawhon			\$13,798
Smart Services			\$5,100
Total, Schematic 30% Design (Hrs & Cost)	1069	\$269.94	\$288,571

* Provide Separate Proposal (Services, Man-hours & Cost)