

ORDINANCE RECORD**VILLAGE OF NEWBURGH HEIGHTS, OHIO****ORDINANCE NO. 2023-10**

INTRODUCED BY: Mayor Gigi Traore

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LETTER AGREEMENT WITH OHM ADVISORS FOR ENGINEERING SERVICES IN CONNECTION WITH THE EAST 26TH STREET SEWER SEPARATION PROJECT IN AN AMOUNT NOT TO EXCEED \$142,300, AND DECLARING AN EMERGENCY.

WHEREAS, the Village wishes to contract directly with OHM Advisors for the performance of various engineering services in connection with the East 26th Street sewer separation project (the "Project");

WHEREAS, the Village has utilized the service of OHM Advisors for many projects in the past and the selection of OHM Advisors is a quality-based selection; and

WHEREAS, the timing and circumstances require that the Village immediately enter into a contract for engineering services, on an emergency basis, so as not to unduly delay the Project or cause the Project to become more expensive;

WHEREAS, this Council finds the existence of emergency conditions pursuant to Ohio Revised Code Section 153.71, allowing for direct contracting with OHM for the necessary engineering services;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF NEWBURGH HEIGHTS, CUYAHOGA COUNTY, OHIO, at least two-thirds of all the members elected thereto concurring, that:

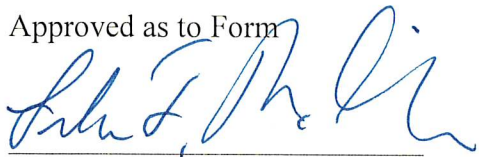
Section 1. Council hereby authorizes and directs the Mayor to enter into a Letter Agreement with OHM Advisors for performance of engineering services for the Project at a cost not to exceed \$142,300, which Letter Agreement shall be in the form attached hereto as Exhibit A, and which exhibit is incorporated herein by reference as if fully rewritten.

Section 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council that resulted in such formal action occurred in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby determined to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the Village and its residents, the emergency being the need to procure engineering services in a timeframe so as not to delay the Project or cause increases on cost of the Project. Therefore, provided it receives two-thirds (2/3) of the vote of all members of Council elected thereto, said Ordinance shall be in full force and effect immediately upon its adoption by the Council, otherwise from and after the earliest period allowed by law.

PASSED: April 4, 2023

Approved as to Form

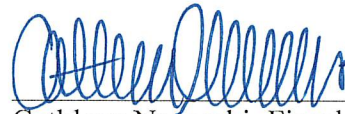


Solicitor



Gigi Traore, Mayor

Village of Newburgh Heights, Ohio



Cathleen Nagorski, Fiscal Officer

Village of Newburgh Heights, Ohio

1ST Reading: 4/4/2023
 2ND Reading: 4/4/2023
 3RD Reading: 4/4/2023

ARCHITECTS. ENGINEERS. PLANNERS.



February 3, 2023

Mayor Gigi Traore
Village of Newburgh Heights
3801 Harvard Avenue
Newburgh Heights, OH 44105

RE: East 26th Street Reconstruction
Location: Newburgh Heights, Ohio
Proposal #22107

Dear Mayor Traore:

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

A handwritten signature in blue ink, reading "David Bridenstine".

David Bridenstine, PE, Project Manager
David.bridenstine@ohm-advisors.com
D: 330.913.1054 C: 330.908.9671

A handwritten signature in blue ink, reading "David G. Krock".

David G. Krock, PE
Vice President
David.krock@ohm-advisors.com

Authorization to Proceed

A handwritten signature in blue ink, reading "Gigi Traore".

Signature

The printed name "Gigi Traore" in blue ink.

Printed Name

The printed title "Mayor" in blue ink.

Title

OHM Advisors®

6001 EUCLID AVENUE SUITE 130
CLEVELAND OHIO 44103

T 216.865.1335

OHM-Advisors.com



Project Understanding

This project is comprised of East 26th Street from Harvard Avenue to its terminus, approximately 850 lineal feet. The project will perform cast-in-place lining of existing sanitary sewers and install new storm sewers and storm sewer laterals to the right-of-way. Providing storm sewer laterals will aid residents in future private-side combined lateral separation and/or other resolution of cross-connection issues. The existing watermain and water service connections will be replaced along the entirety of the street. Pavement, curb, and sidewalk will be replaced fully within the project limits. A proposed storm sewer trunk will be constructed to intercept the detention pond of the property to the west of E. 26th St. and the proposed E. 26th Street storm sewer and route it to the existing storm sewer system located at the northern terminus of E. 29th St., approximately 850 lineal feet. This fee proposal includes performance of engineering and bidding services as described herein.

Scope of Services - Information Gathering Tasks

Task #1 Geotechnical Services

- The following services are included in the fee shown:
 - Performance of 4 (four) test boring locations to 15 feet deep.
 - Standard penetration sampling per current ASTM standards.
 - Groundwater level readings.
 - Identify and evaluate soil properties.
 - Summary of existing pavement composition and thickness.
 - Written report of findings and recommendations including:
 - Soil profile and subsurface conditions.
 - Pavement design recommendation.
 - Constructability cautionary notes.
 - This information will be used for follow-on engineering tasks.

Task #2 Topographic & Right-of-Way Survey

- The following services are included in the fee shown:
 - Limits of Survey:
 - E. 26th St. from Harvard Ave. to its northern terminus
 - Parcel 51101001 from the Existing retention pond outlet to the proposed sewer tie-in location, approximately 0.7 acres
 - Parcel 51104002, a 50 foot wide swath from the western property boundary to the eastern property boundary along the proposed sewer alignment
 - Parcel 51104001, a 50 foot swath from the western property boundary to existing manhole ST35AAAB0 at the northern terminus of East 29th St.
 - Data Collected:
 - All existing utilities (overhead and underground), as marked by OUPS
 - All street pavement and curbs
 - Driveways, hard surfaces, landscape areas, trees, bushes, etc.
 - Contour elevations
 - Other important topographic features that might impact construction
 - Determine right-of-way and easement boundaries, in relation to proposed work.
 - This information will be collected and provided in an AutoCAD format for use in design



Task #3 Easement Preparation

- The following services are included in the fee shown:
 - Prepare easement exhibit and legal description for proposed easements on private property
 - Prepare legal instrument for county recording
 - Utilize ODOT's standard forms for LPA projects
 - Parcels expected to require easement:
 - Parcel 51101001
 - Parcel 51104002
 - Parcel 51104001

This task does not include cost negotiations or recording fee

Scope of Services - EWRG Tasks

Task #20 Pre-Construction Flow Monitoring & Analysis

- The following services are included in the fee shown:
 - The Northeast Ohio Regional Sewer District (NEORSRD) requires its member communities to conduct project performance verification to document how Member Community Infrastructure Program (MCIP) projects perform. To meet the project performance verification for this combined sewer separation project, flow monitoring will be conducted for a three-month duration prior to construction. Post-construction flow monitoring will be included in a separate future construction services proposal. Specific work efforts of this task include the following:
 - Project specific health and safety plan
 - Flow meter pre-installation site investigation to determine installation feasibility
 - Provide for traffic control and safety during site visits (assume that only minor traffic control is needed)
 - Install and calibrate one (1) flow meter in local manhole CO35AABJ0
 - Collect and record the following flow data in 5-minute intervals for a duration up to three months:
 - Depth
 - Velocity
 - Flow
 - Maintain and service flow meter, including battery replacements and calibrations, as needed
 - Perform data downloads (manual data downloads every 2-3 weeks)
 - Perform dry weather water quality investigation at stormwater manhole ST35AABA0, including E. coli sampling, as needed
 - Request rainfall data from NEORSRD owned rain gauges
 - Import flow meter and rainfall data into H2Ometrics analysis platform
 - Review of manual data downloads
 - Edit flow meter data using H2Ometrics analysis platform, as needed
 - Uninstall meter at conclusion of the monitoring period
 - Deliverables include:
 - Site installation forms (PDF)
 - Site maintenance and service records (PDF)
 - NEORSRD rain gauge data in 5-minute intervals (.csv file)
 - Raw and edited flow monitoring data in 5-minute intervals (.csv file)



- To be included in future Post-construction Deliverables:
 - Rainfall-derived inflow and infiltration evaluation technical memorandum (PDF)

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 #58 Schematic Design

- The following services are included in the fee shown:
 - Schematic design of sanitary sewer repair, water line replacement, storm sewer installation, and pavement reconstruction
 - Initial plan view layout
 - Initial watermain layout
 - Initial storm sewer sizing
 - Initial analysis of vehicular and pedestrian traffic issues
 - Initial analysis of site impacts, beyond the roadway including driveways, side streets, and adjacent property
 - Preparation of Schematic level construction cost estimate
 - Coordination of initial design concepts with public agencies, including:
 - Village of Newburgh Heights Administration
 - Cuyahoga County Public Works
 - Cleveland Water Department
 - NEORS
 - Submittal of Schematic Design Plans to Private Utility Companies for initial coordination of impacts/conflicts with their facilities for purposes of relocation.

Task #59 Design Development

- The following services are included in the fee shown:
 - Design Development of sanitary sewer repair, storm sewer installation, water line replacement, pavement reconstruction, curb, walk, and drive apron replacement
 - Street Design
 - Pavement section, width, and profile
 - Sanitary Sewer Design
 - Design of sanitary sewer lining
 - Waterline Design
 - Plan and profile design of watermain
 - Plan and profile design of side street connection
 - Design of hydrants, valves, etc.
 - Storm Sewer Design



- Plan and profile design of storm sewers
- 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, including:
 - Village of Newburgh Heights Administration
 - Cuyahoga County Public Works
 - Cleveland Water Department
 - NEORSD
- 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 Section
 - General Notes & Specifications
 - Maintenance of Traffic Plan & Details
 - General Summary
 - Plan & Profile Sheets (Storm Sewer)
 - Plan & Profile Sheets (Water Main)
 - Cross Sections
 - Intersection Detail Sheets
 - Drive Detail Sheets
 - Storm Sewer Crossings Profile Sheet
 - Construction Details
 - Storm & Sanitary Lateral Schematic Plan
 - Cuyahoga County & NEORSD Sewer Detail Sheets
 - Cleveland Water Notes and Details
 - SWPPP Site Plan
 - Design will include all details and specifications required for public bidding of a unit price contract, in accordance with industry standards.
 - Coordination and approval of Final Construction plans with public agencies, including:
 - Village of Newburgh Heights Administration
 - Cuyahoga County Public Works
 - Cleveland Water Department
 - NEORSD
 - Submittal of Final Construction plans to Private Utility Companies for follow-up and final coordination of impacts/conflicts with their facilities for purposes of relocation.



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 & Award Tasks

Task #151 Bidding & 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.
 - These documents will be 100% complete, ready for bidding of the Public Project.
 - Bid books will be made available for purchasing by bidders

Task #152 Bid Process, Review, & Award

- The following services are included in the fee shown:
 - Addendums/Clarifications
 - 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/clarifications 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 to the Owner
 - 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)
 - The fee provided includes one bidding process only. In the event the project needs re-bid, a contract modification will be submitted for the additional bidding services provided.



Price Proposal

#	Information Gathering Tasks	Fee
Task #1	Geotechnical Services	\$ 6,000
Task #2	Topographic & Right-of-Way Survey	\$ 9,000
Task #3	Easement Preparation	\$ 3,600
	Subtotal =	\$18,600
#	EWRG Tasks	Fee
Task #20	Preconstruction Flow Monitoring & Analysis	\$26,000
	Subtotal =	\$26,000
#	Engineering Tasks	Fee
Task #56	Pre-Design & Field Analysis	\$ 3,000
Task #58	Schematic Design	\$25,000
Task #59	Design Development	\$29,000
Task #60	Construction Documents	\$32,200
Task #90	Official Engineer's Project Cost Estimate	\$ 2,500
	Subtotal =	\$91,700
#	Bidding & Award Tasks	Fee
Task #151	Bidding & Contract Documents	\$ 3,000
Task #152	Bid Process, Review & Award	\$ 3,000
	Subtotal =	\$ 6,000
	Grand Total =	\$142,300



Compensation

The price proposal above will be billed as a lump sum project.

Anticipated Project Schedule

Information Gathering Tasks:	February – March 2023
EWRG Tasks	March – June 2023
Engineering Tasks	March – December 2023
Bidding & Award Tasks:	November 2024 – January 2025

Clarifications & 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 Village of Newburgh Heights. OHM Advisors will not proceed with additional services without written authorization to proceed from the Village of Newburgh Heights.
 - 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 Village of Newburgh Heights.

Client Responsibilities

- Village of Newburgh Heights will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes
- Village of Newburgh Heights will provide the following, if available, to assist us with the project: (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.)

Terms & Conditions

The Terms and Conditions contained in the Annual Engineering contract per resolution number 23-01 shall also apply to this contract.