

RESOLUTION NO. 31-2009

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH ARCADIS FOR PROFESSIONAL ENGINEERING SERVICES DURING THE BIDDING AND CONSTRUCTION PHASE OF THE EVERETT ROAD SANITARY SEWER IMPROVEMENT PROJECT, PHASE II.

BE IT RESOLVED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That the Mayor and the Finance Director be, and they hereby are, authorized and directed to enter into an agreement with Arcadis for professional engineering services in connection with the bidding and construction phase of the Everett Road Sanitary Sewer Improvement Project, Phase II, a copy of which agreement is attached hereto as Exhibit "A" and incorporated herein fully as if by reference.

SECTION 2. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 5/14/09

R. J. ...
President of Council

Michael ...
Mayor

Dated: 5/14/09

ATTEST:

Carolyn E. Sullivan
Clerk of Council



Mayor Mike Lyons
Village of Richfield
4410 West Streetsboro Road
Richfield, Ohio 44286

Subject:
Richfield, Ohio
2006 Everett Road Sanitary Sewers Phase II

Dear Mayor Lyons:

At your request, we are pleased to submit this document for providing engineering services related to the Bidding Phase, Engineering during Construction Phase and Resident Project Representation for the above referenced project. The project involves construction of sanitary sewers on Motor Road, Raetner Road, Five Oaks Drive and Harold Drive. Storm sewer improvements along Motor Road are also included. The opinion of the probable cost of construction of the overall project is estimated to be in excess of \$ 1.15 million in 2009 dollars. Funding for the project will be through the OEPA/DEFA and ARRA mechanisms.

The following lists our Scope of Services, Scheduling and Engineering Fee.

Scope of Services

Bidding Phase – ARCADIS will perform the following tasks after receipt of a written notice to proceed from the Village.

- Update the existing plans and project manual to include the requirements for the federal stimulus funding ARRA.
- Prepare advertisement for bids and assist with project advertisement.
- Maintain a record of prospective bidders to whom Bidding Documents have been issued. Costs for advertisement shall be the responsibility of the Village.
- Respond to questions by prospective bidders.
- Issue addenda as appropriate to clarify, correct or change the Bidding Documents.

Imagine the result

ARCADIS, Inc.
1100 Superior Avenue
Suite 1250
Cleveland
Ohio 44114
Tel 888 654 2538
Fax 216 781 6243

Water Resources

Date:
5 May 2008

Contact:
Said W. AbouAbdallah,
PE,

Phone:
(216) 781-6177

Email:
sabouabdallah@arcadis
-us.com

ARCADISMayor Mike Lyons
5 May 2009

- Attend bid opening and review the submitted Bidding Documents.
- Prepare bid tabulation sheets and provide recommendations to the Village in regards to the submitted bids.
- Assist the Village in awarding construction contracts for the work.

Engineering during Construction Phase – ARCADIS will perform the following tasks after receipt of a written notice to proceed from the Village.

- Arrange for and attend the preconstruction meeting.
- Consult with the Village and act as its representative as provided in the General Conditions of the construction agreement. The extent and limitations will be as assigned in the General Conditions unless otherwise agree to in writing.
- Make site visits at intervals appropriate to the various stages of construction.
- Arrange for material testing during construction by a third party. Costs for material testing are included as an allowance.
- Recommend to the Village that contractor's work be disapproved and rejected based on field observations.
- Issue necessary clarifications and interpretations of the Contract Documents as appropriate.
- Recommend Change Orders and Work Change Directives to the Village as appropriate. Prepare Change Orders and Work Change Directives forms as required.
- Review and approve or take appropriate action in respect to Shop Drawings and Samples and other data, which the contractor is required to submit for general conformance with the information given in the Contract Documents and compatibility with the design concept of completed project.
- Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the contractor.
- Based on input from the Village and on site visit observations as an experienced and qualified design professional, review the Applications for Payment and the accompanying supporting documentation and provide recommendations.

ARCADIS

Mayor Mike Lyons
5 May 2009

- Review and transmit to the Village, maintenance and operation instructions, schedules, guarantees, bonds, certificates of insurance, etc.
- Prepare project closeout documents such as Substantial Completion Certification, Notice of Acceptability of Work, Punchlists, etc.
- Based on marked-up plans as prepared by the contractor. ARCADIS would revise the design plans and prepare "Record Drawings" at the completion of the project. One set of original reproducible documents with one electronic copy of files on CD, and two sets of paper copies of the "Record Drawings" will be provided to the Village.

Resident Project Representation (RPR) – ARCADIS will perform the following tasks after receipt of a written notice to proceed from the Village.

- Provide the services of a resident project representative (RPR) at the site during the construction phase to assist in observing the quality and progress of the work.
- The period for utilization of an RPR has been established at a total period of 360 consecutive calendar days.
- The duties and responsibilities, and authority of the RPR are set forth in Exhibit A "Duties, Responsibilities and Limitations of Authority of resident project representative".

Scheduling

ARCADIS is proposing to complete the bidding phase within 45 consecutive calendar days from the date of first advertisement for bids. The construction phase is anticipated to be completed within 360 consecutive calendar days.

Engineering Fee

ARCADIS proposes to be reimbursed at a cost reimbursement plus fixed fee thereof, plus other direct costs or reimbursable expenses for the different phases of the project as follows:

- Bidding phase, not to exceed \$ 10,800.00
- Engineering during construction phase, not to exceed \$ 69,200.00
- Resident project representation (RPR) phase, not to exceed \$ 129,500.00
- Allowance for third party material testing during construction at \$ 5,000.00

ARCADIS

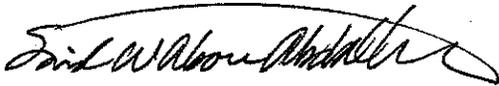
Mayor Mike Lyons
5 May 2009

Authorization

Execution of this document will serve as our authorization to proceed under the authority of our current Agreement for Engineering Services dated April 1, 1997, and amended by Amendment No. 10 dated January 1, 2009. Two copies of this document are executed by ARCADIS and are being provided to the Village for signatures. After executing both copies, please return one to our office for our records.

In the meantime, please feel free to contact me should you have any questions or comments.

Sincerely,



Said W. Abou Abdallah, P.E

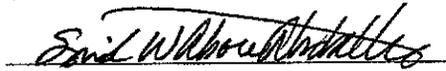
Copies:

Melanie Tibbs, Richfield Service Director

Authorization to proceed is hereby acknowledged. Funds are encumbered and available in Purchase order No. _____

VILLAGE OF RICHFIELD, OHIO
(OWNER)

ARCADIS U.S., Inc.
(ENGINEER)



Date

Date

5/5/09