

RESOLUTION NO. 21-2016

Offered by All of Council

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH ARCADIS U.S., INC. TO UPDATE THE VILLAGE’S WASTEWATER FLOW CAPACITY REPORT, AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to the Village’s contract with the Northeast Ohio Regional Sewer District, a study of the Village’s wastewater flow capacity should be performed every five (5) years; and

WHEREAS, the last study of this kind was performed for the Village in 2005; and

WHEREAS, ARCADIS, U.S., Inc. is offering to conduct a 2016 Wastewater Flow Capacity Report for the Village; and

WHEREAS, this expenditure has been approved by this Council as part of the 2016 capital improvement budget.

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

SECTION 1. The Mayor and the Finance Director be, and they hereby are, authorized and directed to enter into an agreement with ARCADIS U.S., Inc. for a review of the Village’s wastewater flow capacity in accordance with the proposals attached hereto and incorporated herein by reference as Exhibit A.

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

SECTION 3. This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare and for the further reason of ensuring the consistent and coordinated delivery of District Regional Stormwater Management Program services within the Village; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 5-3-16

Ray Dan San  
President of Council

Bobbie Beshara  
Mayor

Dated: 5-3-16

ATTEST:  
Carolyn E. Sullivan  
Clerk of Council



Mrs. Melanie Baker,  
Service Director  
Village Hall  
4410 W. Streetsboro Road  
Richfield, Ohio 44286

Arcadis U.S., Inc.  
1111 Superior Avenue  
Suite 1300  
Cleveland  
Ohio 44114  
Tel 216 781 6177  
Fax 216 781 6243  
www.arcadis.com

Subject:  
Richfield, Ohio  
2016 Wastewater Flow Capacity Report

Water Division

Dear Mrs. Baker:

Date:  
7 March 2016

In 1995 and subsequently in 2004, the Village of Richfield updated the wastewater flow capacity report of its sanitary sewer system. The report identified wastewater flow allocation within the various subareas of the service area. The report also discussed flow allocation based on sewer districts, planning and zoning code, flow limitations, etc.

Contact:  
Said W AbouAbdallah, PE

Arcadis is pleased at the opportunity to update the 2004 Wastewater Flow Capacity Report for the Village with data from 2015. The update will be labelled as the 2015 Wastewater Flow Capacity Report and will utilize the most recent planning and zoning information, flow and customer data from the year 2015.

Phone:  
216.781.6177

Email:  
said.abouabdallah  
@arcadis.com

Similar to past updates, all existing data will be collected by the Village and provided to Arcadis for our use with this update. The associated figures (maps) in the report will be converted to GIS maps in lieu of the AutoCAD maps currently used.

Our ref:

The following represents our proposed scope of services, implementation schedule and engineering fee.

**Scope of Services**

1. Kick-off meeting with the Village staff to discuss project schedule, data collection and expectations of the report update.

Mrs. Melanie Baker  
7 March 2016

2. Collect the available information and data from the Village such as flow records, development flow calculations, GIS map base, etc.
3. Review the data with the Village staff to confirm validity and completeness.
4. Revise the existing wastewater flow determinations to reflect current day information. This would include evaluations of the wastewater flow criteria.
5. Update the wastewater flow calculations spreadsheets utilizing the new information.
6. Update the sanitary sewer service area map and sanitary sewer service sub-areas map in GIS format, to reflect current information.
7. Schedule and attend one workshop with Village staff and representatives of Village Council to discuss the findings and solicit comments.
8. Address Village comments and submit updated draft report to the Village for review.
9. Schedule and attend a second workshop with Village staff and representatives of Village Council to discuss the draft report.
10. Finalize the 2016 updated wastewater flow capacity report and provide six paper copies and one electronic copy on CD, to the Village.
11. Make on presentation of finalized report to Village Council.

#### **Implementation Schedule**

ARCADIS is proposing to complete the draft report and submit to the Village for review within 150 days of receipt of a written notice to proceed from the Village. The final report will be completed and submitted to the Village within 15 calendar days of receipt of final comments from the Village.

#### **Engineering Fee**

ARCADIS is proposes to be compensated for the scope of services listed above on the basis of cost reimbursement plus reimbursable expenses at a not to exceed amount of \$ 24,800.

Mrs. Melanie Baker  
7 March 2016

It has been a pleasure assisting the Village of Richfield on this project over the last updates. We look forward to assisting you with this update as well. In the meantime, please feel free to contact me should you have any questions or comments.

Sincerely,

Said W AbouAbdallah, PE

Copies:

## Legislation Request

**DATE:** March 29, 2016

**TO:** Mayor Bobbie Beshara,  
Bill Hanna, Law Director  
Village Council,  
Council Clerk

**FROM:** Melanie A. Baker, Service Director

**TYPE OF LEGISLATION:** Resolution  Ordinance

authorizing the Mayor and Finance Director to enter into a contract with ARCADIS to update our waste water flow capacity report and review of our sewer rates.

**Department(s) Involved:** Mayor, Finance, Service

**Date of Council meeting needed:** April 5, 2016.

ACTION BEING REQUESTED	TYPE OF REQUEST
First Reading	To have a first reading for the approval of the contract with ARCADIS to update our waste water flow capacity report and review of our sewer rates.

**DESCRIPTION**

As a part of our 2016 capital improvement budget, Council approved the expenditure of funds for the study and review of our waste water flow capacity and our sewer rates. This review is supposed to be done every 5 years as per our contract with NEORS. Our last study was completed in 2005. Although our growth has been steady, we have seen extensions of sewers, extension of sewer districts, and uses of the sewer beyond the capacity allowed for the areas. These studies will update the maps for the sanitary sewer areas and districts. It will also help us with determining where we have planned growth and how it will affect our overall numbers with full build out of the system.

These studies should be used prior to any extension of districts, actual sewer extensions and should be used when annexations occur and uses of land change.

Although our sewers have been in for over 25 years, our growth had been substantially on the south end of town and is continuing to expand in this area. The wear and tear on the pump stations unfortunately have be seen on all our large stations since the bulk of the effluent is coming from the south, and traveling through all the stations.

3/30/2016

Resolution 21-2016  
Briefing Memo

These reports will help us better gage large improvements to the stations that are needed immediate and will be required in the future.

Please see the attached quote and scope of work to be performed by ARCADIS.

Total engineering cost for the waste water flow capacity report \$24,800.00.

Total engineering cost for the sewer rate determination is \$26,000.00

**HISTORY**

Please see the above description.

**BIDDING – None,**

**APPROPRIATIONS –**

<u>ITEM</u>	<u>Budget Amount</u>	<u>Expenditures</u>
2016 capital improvement budget	\$75,000.00	
Cost for engineering		\$50,800.00
<b>Total Cost</b>		

CC: Melanie Baker, Sandy Turk