

RESOLUTION NO 23-2006

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH ARCADIS G&M OF OHIO, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE MUNICIPAL CENTER

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 G&M of Ohio, Inc. for professional engineering services for the Village Municipal Center in an amount not to exceed \$12,500.00, 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: 3/21/06

[Signature]  
President of Council

[Signature]  
Mayor

Dated: 3/21/06

ATTEST:  
[Signature]  
Clerk of Council



*Infrastructure, environment, buildings*

Ms. Melanie Tibbs  
Service Director  
Village of Richfield  
4410 West Streetsboro Road  
Richfield, Ohio 44286

Subject:  
Richfield, Ohio  
Municipal Center  
**Letter Agreement**

Dear Ms. Tibbs:

ARCADIS is pleased to submit this letter agreement to provide professional engineering and surveying services for the proposed Village of Richfield Municipal Center. The work will include limited field surveying, utility design, coordination with McKnight & Associates and the preparation of utility technical specifications.

The scope of services for this work will include:

1. Verify the existing survey and topographic information prepared by Environmental Design Group and Rolling Hocevar as part of the police and fire station improvements. The location and elevation of the police and fire station improvements and utilities will be spot checked. Additional ground elevations within the site will also be spot checked. Additional topographic and/boundary survey may be necessary depending on the accuracy of the current information. Additional topographic and/boundary surveys are not included with the scope of work.
2. Prepare a utility plan based on the existing information and additional survey noted above. The utility plan will contain the following:
  - a. Proposed water service lines and appurtenances. New water mains and hydrants are not included.
  - b. Water service connection for Streetsboro Road to the Senior Center. ARCADIS will assist the Village to obtain water service from the existing water main on Streetsboro Road to the Senior Center and also assist the Village to abandon the existing well serving the Senior Center.
  - c. Proposed electrical site work and exterior lighting.
  - d. Proposed storm sewers and culverts.
  - e. Detailed drawings pertaining to the proposed utility work.
3. Prepare storm water calculations for the proposed storm sewers and culverts. The proposed storm sewer and culverts will be designed in accordance with the Village's requirements.

ARCADIS G&M of Ohio, Inc.  
520 South Main Street  
Suite 2400  
Akron  
Ohio 44311-1010  
Tel 330 434 1995  
Fax 330 374 1095  
www.arcadis-us.com

TRANSPORTATION  
BUSINESS PRACTICE

Date:  
16 March 2006

Contact:  
Charles A. Hauber,  
PE, PS

Phone:  
330.434.1995

Email:  
chauber@arcadis-us.com

Our ref:  
58FPL/ETT/BRPR

## ARCADIS

Ms. Melanie Tibbs  
16 March 2006

4. Prepare calculations for sediment basins if necessary. The proposed work will disturb more than 1 acre. Permanent post construction best management practices (BMPs) are required. ARCADIS will prepare the calculations for the BMPs and add the BMPs to the storm water pollution prevention plan.
5. Evaluate the increase in impervious area (if any). Provide storm water management (detention) if necessary.
6. Calculate the proposed exterior light levels within the proposed parking lot and along the access drive. The calculations will not include the landscape lighting.
7. Prepare cut and fill calculations and present an opinion of any required fill quantities. The existing fill material at the Village disposal site will be utilized. ARCADIS will also assist the Village with the evaluation of the available fill material for use on this project based on reports obtained by the Village. The cut and fill calculations will be based on the existing survey and grading plan prepared by McKnight Associates.
8. Prepare technical specifications, quantities and opinion of construction cost for the improvements listed in item 2 and 5. ARCADIS will also prepare technical specifications for the access drive and parking lot pavement. The specifications, quantities and opinion of cost will be used in the contract documents prepared by McKnight and Associates.
9. The site plan, grading plan, storm water pollution prevention plan and other drawings and specifications not pertaining to items 2, 3, 4, 5 and 6 will be prepared by McKnight and Associates. ARCADIS will perform a cursory review of the site plan, grading plan and storm water pollution prevention plan prepared by McKnight Associates.

ARCADIS can provide the following services for a separate negotiated fee:

1. Boundary survey of the subject parcel.
2. Construction staking.
3. Resident project representation.
4. Prepare easements if necessary.
5. Costs for fees and permit applications.
6. Costs for soil borings and/or soil investigations.

The proposed work will be completed within approximately four weeks of receiving written authorization to proceed. We anticipate 95% completion by April 28, 2006 and 100% completion by May 15, 2006 presuming we received written authorization to proceed by March 24, 2006.

ARCADIS

Ms. Melanie Tibbs  
16 March 2006

The work will be performed in accordance with our current Agreement between the Village of Richfield and ARCADIS FPS, Inc. dated April 1, 1997 and as amended on January 5, 2000; February 6, 2001; March 19, 2002; December 18, 2002 and December 24, 2003. The fee will be in accordance with Section IV of the Agreement and will be billed on a cost reimbursement plus fixed fee; plus other direct cost or reimbursables; not to exceed \$12,500.

This letter agreement is being forwarded to you in duplicate. It can be considered as our authorization to proceed. If in agreement, please execute both copies and return one to us for our files.

Please contact me if you have any questions or comments.

Sincerely,

ARCADIS G&M of Ohio, Inc.



Charles A. Hauber, PE, PS

CAH/kja

Authorized by:

VILLAGE OF RICHFIELD, OHIO  
(OWNER)

ARCADIS G&M OF OHIO, INC.  
(ENGINEER)

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Vice President  
Northeast Ohio Area Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Date

*This proposal and its contents shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to ARCADIS as a result of—or in connection with—the submission of this proposal, ARCADIS and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use, or disclose the data contained in this proposal only to the extent provided in the resulting contract.*