

A RESOLUTION AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH MEYERS ASSOCIATES ARCHITECTS FOR PROFESSIONAL ARCHITECTURAL SERVICES FOR THE VILLAGE

WHEREAS, the firm of Meyers Associates Architects has submitted a proposal for professional architectural services for the Village; and

WHEREAS, this Council wishes to accept the proposal and authorize the Mayor and Finance Director to enter into an agreement with Meyers Associates Architects to perform professional architectural services for the Village in an amount not to exceed \$34,500.00.

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

SECTION 1. That the Mayor and Finance Director be, and they hereby are, authorized and directed to enter into an agreement with Meyers Associates Architects for professional architectural services to be furnished to the Village in accordance with the proposal attached hereto as Exhibit "A" and incorporated herein fully as if by reference in an amount not to exceed \$34,500.00.

SECTION 2. There shall be appropriated an additional \$9,500.00 from the Capital Improvement Fund.

SECTION 3. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: July 7, 1998

Michael Lyons
President of Council

Donald W. Larsen
Mayor

Dated: 7/14/98

ATTEST:

Carol Titser
Clerk of Council

EXHIBIT "A"

Myers Associates Architects

236 South Court Street, Medina, Ohio 44256

(330) 725-4111 Fax (330) 722-5943

June 12, 1998

Ms. Peggy Malone, Councilwoman
Building & Grounds Chairman
Richfield Village
4410 W Streetsboro Rd
Richfield, Ohio 44286

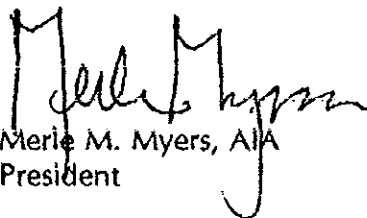
Dear Ms. Malone,

In response to your request, Myers Associates Architects is pleased to propose the following Master Planning services for your Richfield site and nearby properties. Our intent is to prepare a Land Use Concept Plan showing various proposed land uses. This plan will also address interconnecting pedestrian and vehicular circulation.

With the approval of the Land Use Concept plan, a Master Plan will be developed for the Village Civic Center which illustrates the placement of the structures and activity area defined as appropriate during the Program Development Phase.

The attached Scope of Services outlines the services to be provided by Myers Associates Architects along with Environmental Design Group. We believe this approach and the resultant documents will serve as a strong, well considered foundation upon which your community can build.

Sincerely,



Merie M. Myers, AIA
President

MMM/mlw

enclosures

SCOPE OF SERVICES

Task 1 - Background Data Collection Phase

Myers Associates Architects will evaluate available information, collect existing information, establish deadlines and identify liaison personnel as a start-up effort.

- A. Collect property information from Richfield Village: topography (1" = 50' with 1-foot contours), wetlands delineation (if available), geotechnical report (if available), utilities, soils, property lines, site history, previous planning efforts, easements, architectural drawings, condition and character of existing facilities and vegetation.
- B. Set due date for the various submissions to the Village.
- C. Identify lines of communication between Myers Associates Architects and the Village.
- D. Discuss mutual responsibilities during the project.
- E. Collect from the Village all available information.

Task 2 - Program Development Phase

Myers Associates Architects will review previously compiled information and meet with the Richfield Village Administration and designated entities and representatives. We will discuss potentials so that the final program is sensitive to needs, site limitations and opportunities, building operations and maintenance responsibilities.

- A. Meet with the Administration and designated participants to discuss potential program items. Program items could include:
 - Police Department Facility
 - Fire Station
 - Village Administration Facility Needs
 - Service Facility
 - Library/Community Center
 - Recreational Facility Needs
 - Housing Potential
 - Greenways/Natural Features, Buffers and Trails
 - "Connections"/Visual-Pedestrian-Vehicular
 - Commercial and Business Core
 - Community "Sense of Place"
 - Community Garden/Community Center
 - Special Events Accommodation
 - Historic Element Identification
 - Other

- B. It is important that the Master Plan and proposed facilities reflect the heritage of Richfield while setting a high standard for future development.
- C. A well designed Civic Center is much more than a group of individual buildings. New buildings must be carefully sited to relate to existing and renovated structures in a manner than creates exciting spaces for both large and small groups participating in both formal and informal activities.

Task 3 - Inventory Phase

- A. **Natural Physical Features**
Each of the following represents factors or site characteristics which will be considered in the inventory. This documentation will, in general, be gathered from existing data and reference sources; however, some on-site field investigation will be undertaken to document some features and verify others. Detailed calculations are not required.
 - 1. Slope/Topography Analysis - Inventory the various areas based on available topographic information to reflect suitability for the various uses. Determine areas sensitive to develop.
 - 2. Surface Hydrology - Inventory existing surface drainage directions. This will be used in generally locating facilities, either to optimize or mitigate the effects of drainage on the facilities. Determine the general potential of drainage features on-site include the existing drainage features. Evaluate possible wetlands and its impact.
 - 3. Soils - Inventory soil type and characteristics from available soils information and geotechnical reports of the site.
 - 4. Vegetation - Inventory existing vegetative character and determine its suitability for the various uses.
 - 5. Views and Orientation - Identify major views to remain and/or be accented from the site outward and the views to be subordinated. Views to the site will be examined as well.
 - 6. Climate - Inventory micro-climate as it pertains to proposed use areas. Identify potentials and limitations.
- B. **Social/Cultural Features**
 - 1. Buildings and Structures - Inventory existing buildings and structures on-site determining their relationships and effect on the potential improvements and/or conflicts that might limit development alternatives. Identify strengths or weaknesses in their ability to serve future needs.

2. Streets, Drives and Parking - Car and truck traffic patterns will be inventoried on-site and off-site to determine methods to improve access. An inventory of potential access points for pedestrians and vehicles will be developed. Determine if any of the existing parking and drives should be relocated or expanded further.
3. Utilities Availability - Identify availability of utilities and determine appropriate methods for servicing the various facilities or from what locations services can logically be extended.
4. Property Boundary - Richfield Village will provide all information available about boundaries.

Task 4 - Site Analysis Phase

The inventory information in Task 3 will be evaluated as to its impact on the proposed development philosophy, goals and objectives. Each characteristic will be evaluated as to its suitability and for overall potentials and limitations. Review with the Village Administration and designated representatives. We strongly encourage that public input and involvement occur during this phase.

Task 5 - Preliminary and Final Master Plan Phase

- A. From the analysis performed in Task 4, a Land Use Concept Plan will be prepared for the Richfield Village site and designated nearby properties. Proposed land uses, along with interconnecting pedestrian and vehicular circulation, will be addressed.
- B. A Preliminary Master Plan will be prepared for the Richfield Village Civic Center illustrating the opportunities and constraints of the site.
- C. The Plan will present these ideas in preliminary form for review by the Administration. Revisions will be made as required to create the Final Master Plan for presentation to the Village.
- D. Prepare a final rendered presentation plan and 20 color reduced copies for distribution.

Richfield Village's Responsibilities

- A. Richfield Village will provide existing information for use in the design effort as outlined in Task 1.
- B. The Village will assign staff liaison with Myers Associates Architects.
- C. The Village will coordinate meeting dates and locations.

- D. The Village will provide input into the program and plan development and cost projections and timely review of presented materials.
- E. The Village will provide access to all pertinent data regarding the project areas.
- F. The Village will provide right of access to site for site investigation.

FEE PROPOSAL

Tasks 1 through 5 as outlined above	\$34,500.00
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