

A RESOLUTION AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH CTI ENVIRONMENTAL, INC. FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE DESIGN OF THE CAMBRIDGE COURT ROADWAY AND DECLARING AN EMERGENCY

WHEREAS, this Council has accepted an Improvement Petition by the owner of the Cambridge Court Subdivision; and

WHEREAS, the owner agrees to pay for 100% of the improvements, including professional fees, of the Cambridge Court public improvements; and

WHEREAS, CTI Environmental, Inc. has submitted a proposal for engineering services not to exceed \$18,000, which this Council feels is reasonable; and

WHEREAS, this Council wishes to hire CTI Environmental, Inc. to design the public improvements in the Cambridge Court Subdivision.

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 CTI Environmental, Inc. for professional engineering services in connection with the design of the Cambridge Court public improvements in accordance with the proposal attached hereto as Exhibit "A" and incorporated herein fully as if by reference in an amount not to exceed \$18,000.

SECTION 2. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare and for the further reason that it is immediately necessary in order to design improvements of the Cambridge Court Subdivision; 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: November 3, 1998

Michael Johnson  
President of Council

ATTEST:  
Carole Gibson  
Clerk of Council

Donald W. Fassen  
Mayor

Dated: 11/23/98



ENVIRONMENTAL, INC.  
ENGINEERS IN WATER AND EARTH SCIENCES

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August 24, 1998

Mr. Robert Wilkinson  
Service Director  
Village of Richfield  
4410 W. Streetsboro Road  
Richfield, Ohio 44286

Subject: Proposal to Provide Professional Engineering Services for the  
Design of Improvement Plans for the Cambridge Court Subdivision  
CTI Proposal No. PE8042

Dear Mr. Wilkinson:

As a result of our recent conversations and meeting, CTI Environmental is pleased to present a cost proposal for the attached Scope of Services to Provide Professional Engineering Services for the subject project.

CTI Environmental proposes to complete the work outlined in the Scope of Services within ninety (90) days of receipt of notice to proceed. The amount of payment for the Scope of Services shall not exceed Nine Thousand Nine Hundred Dollars (\$9,900.00).

We are pleased to be given the opportunity to provide services on this project. If you have any questions or require any additional information, please let us know.

To serve as our agreement and authorization to proceed, you may sign and return one (1) copy of the enclosed letter to us. If you should issue a purchase order, such shall be for your accounting purposes only, as the terms and conditions are not applicable to professional services.

AN EMPLOYEE-OWNED COMPANY

1549-A BOETTNER ROAD UNIONTOWN, OHIO 44685-7766 330/896-3442 CANTON 330/455-7733 FAX 330/896-2484

## SCOPE OF SERVICES

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The Scope of Services as presented below describes the work anticipated for the subject project.

### A. Services of CTI Environmental, Inc. (CTI)

#### 1. Boundary and Location

A boundary survey of the site will be performed. Location survey work will include location and inverts of existing utilities and structures, and locations of fences, roadways, trees, and other features as required by the design of the improvement plans.

#### 2. Topographic Survey

Complete topographic survey of the property to determine existing contours at one foot intervals.

#### 3. Base Mapping

Base mapping will be completed on CAD and will include information obtained from the boundary and location survey and the topographic survey.

#### 4. Final Improvement Plans

a. This work includes design of the following:

- 1) Cambridge Court Drive plan and profile including monumentation, curbing and curb cuts, entrance island, turn lanes, and deceleration lane.
- 2) Water mains.
- 3) Gravity and/or force main sanitary sewers.
- 4) Storm sewers and/or storm water management facilities.
- 5) Clearing and grading plan.
- 6) Storm water pollution prevention plan.
- 7) Cut and fill plan.

Plans shall be prepared in accordance with the requirements of Village of Richfield, Cleveland Division of Water, Cuyahoga County Sanitary Engineering Division, Ohio EPA, and the Summit County Soil and Water Conservation District.

- b. Preparation of storm sewer calculations and storm water detention report as required by the Village.
  - c. Plans will be based on preliminary layout furnished by the Village and prepared by H. David Howe, Architect.
5. Opinion of Probable Cost of Construction.

Preparation of a cost opinion based upon similar work.

**B. Responsibilities of Village of Richfield (CLIENT)**

The Client will be responsible to:

1. Provide all criteria and full information as to its requirements for the project.
2. Upon identification by CTI, and approval by the CLIENT of the necessity and scope of information required, furnish CTI with data, surveys, previous construction costs, and other materials required for this project, except those included in CTI's Scope of Services.
3. Provide access to the project site and make all provisions for CTI to enter upon public and private lands as required for CTI to perform its services under this agreement.
4. Give prompt written notice to CTI whenever the client observes, or otherwise becomes aware of any defect in the project.
5. Furnish to CTI, prior to execution of this agreement, a copy of any design and construction standards the CLIENT shall require CTI to follow in performing its services under this agreement.
6. Pay any associated plan review fees for the project.
7. Provide a preliminary site plan from the developer which is sensitive to the existing topography.

**C. Additional Services**

The following services are not included in the above Scope of Services, but are available to the CLIENT from CTI as additional services subject to additional compensation:

1. Wetland delineation.
2. Sub-surface soil investigations.
3. Services during construction.
4. Sewage pump station design.

This document shall represent our total agreement and supercedes any prior representations. Any amendment shall be in writing and signed by both parties. Our understanding shall be construed under the laws of the State of Ohio.

Sincerely,



William A. Dorman, P.E.  
President

This proposal is accepted in full by the undersigned without modification:

VILLAGE OF RICHFIELD

By: Donald H. Larsen

Title: Mayor

Date: 12/9/98

By: Eleana Lukwici

Title: Finance Director

Date: 12/9/98