

RESOLUTION 139-2018

Stephen Hovancsek & Associates, Inc. Agreement

Cuyahoga County, Ohio

Be it Resolved by the Township Trustees of Olmsted Township, that

WHEREAS, the Board of Trustees of Olmsted Township deems it necessary to hire engineering, survey and administrative services for construction of the estimated 45 new ADA compliant curb ramps and, funded from the Township ADA Ramp Community Development Block Grant and;

WHEREAS, the Board of Trustees has determined and is authorized to enter into an agreement with Stephen Hovancsek & Associates, Inc. for the purpose of providing engineering, survey and administrative services for the ADA compliant curb ramps and:

WHEREAS, the firm of Stephen Hovancsek and Associates, Inc. agrees to perform the required engineering and surveying to allow for the construction of the estimated 45 new ADA compliant curb ramps listed in the Township's engineers estimate for a fee of \$7,900.00. Of the \$7,900.00, we have budgeted 3 survey days and will obtain as much curb ramp data in addition to the 45 curb ramps listed as possible. If the bids come back low enough, we will perform as many additional ramps as the budget permits under this fee.

We agree to perform the Construction Administration portion of this project for a fee of \$5,000.00.

This includes:

- Prepare bid documents.
- Attend the bid opening.
- Review of the Bid Proposals received and prepare a Bid Tabulation of these bids.
- Provide an Award Recommendation to the Township.
- Attend the Pre-construction Meeting.
- Be available during construction to answer questions and perform site visits as requested by the Township.
- Provide a construction observer, if requested by the Township, to be paid for at an hour rate of \$46.00/hour. This work will be performed as long as there is an available balance under the Construction Administration fee listed above. Any additional Engineering and Construction Observation costs above the \$5,000.00 proposed fee shall not be performed unless authorized by the Township.
- Review and approve the contractors pay estimates.
- Perform a final review of the completed work.
- The items listed above shall be performed at the following hour rates up to the \$5,000.00 fee unless otherwise approved by the Township:
 - Professional Engineer \$120.00/Hour
 - Professional Surveyor \$98.00/Hour
 - Two-Man Survey Crew \$135.00/Hour
 - Auto Cad Draftsman \$75.00/Hour
 - Construction Observer \$46.00/Hour.

NOW THEREFORE BE IT RESOLVED: that on Wednesday, August 8, 2018 the Board of Trustees of Olmsted Township enter into an agreement with Stephen Hovancsek & Associates, Inc. in the estimated amount of \$7,900.00 for engineering and survey services and an estimated amount of \$5,000.00 for administrative services from the General Fund Contracted Services (SIDEWALKS) account number 1000-390-360-0009 and;

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Board of Township Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 8th day of August, 2018

Attest: Brian W. Smith
Township Fiscal Officer

[Signature]
[Signature]
[Signature]
Township Trustees