

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING COMPANY AND DECLARING AN EMERGENCY.

WHEREAS, the Public Works Director has solicited quotations to design construction plans for high visibility crosswalks and Rectangular Rapid Flashing Beacons to be installed at the intersections of Walker Road and Armour Road and Lear Road and Creekside Drive; and

WHEREAS, the Public Works Director and the Public Service Committee reviewed said quotations and recommended Bramhall Engineering & Surveying Company of Avon, Ohio; and

WHEREAS, Council coming now to consider said quotations has determined the quote submitted by Bramhall Engineering & Surveying Company to be the best responsive quotation and is acceptable to this Council.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF
THE CITY OF AVON LAKE, STATE OF OHIO:

Section No. 1: That the Mayor is hereby authorized and directed to enter into an Agreement with Bramhall Engineering & Surveying Company of Avon, Ohio, for the purpose of retaining professional services to design construction plans for high visibility crosswalks and Rectangular Rapid Flashing Beacons to be installed at the intersections of Walker Road and Armour Road and Lear Road and Creekside Drive. The Agreement shall state among its terms that the cost of said personal services shall not exceed \$27,000.00. (Exhibit A)

Section No. 2: Upon completion of said design services, the Director of Finance is hereby directed to deliver to Bramhall Engineering & Surveying Company the warrant of this City in an amount not to exceed \$27,000.00 and to cause said warrant to be paid.

Section No. 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees which resulted in such formal actions, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section No. 4: That this Ordinance is hereby declared to be an emergency measure, the emergency being the necessity of preparing plans for pedestrian

improvements on this highly traveled road, thus for the health, safety, and welfare of the citizens of Avon Lake. Therefore, this Ordinance shall take effect and be in full force immediately after its passage and approval by the Mayor.

PASSED: 4/25/2022

/s/ Martin E. O'Donnell

President of Council

POSTED: 4/29/2022

APPROVED: 4/26/2022

ATTEST: /s/ Valerie E. Rosmarin

Clerk of Council

/s/ Gregory J. Zilka

Mayor



BRAMHALL
**ENGINEERING &
SURVEYING COMPANY**

March 9, 2022

Mr. Joseph Reitz, P.E.
Public Works Director
150 Avon Belden Road
Avon Lake, Ohio 44012

Reference: LOR-CR 610-00.91 PID No. 115785
ODOT Safety Funded Project
Design Services

Dear Mr. Reitz:

We appreciate the opportunity to provide the City of Avon Lake with the following proposal for Professional Services for the LOR-CR 610-00.91 PID No. 115785 pedestrian improvements project.

Scope of Work

Task I – Construction Plans and Cost Estimate

Services include preparing construction plans per the ODOT LPA Scope of Services (attached). The improvements will include installing high visibility crosswalks and Rectangular Rapid Flashing Beacons (RRFBs) at the Walker Road/Armour Road and the Lear Road/Creekside Drive intersections. Per the schedule, two (2) submittals will be made to ODOT – Stage 2 and PS&E.

Surveying and basemapping will consist of a topographic survey within the existing R/W and include establishing the pavement centerline, locating edges of pavement and shoulders, curbs, traffic signs, and other topographic features necessary to prepare the pedestrian improvement plans. Since all work will be contained at the intersection corners within the existing R/W, it is not anticipated that Property Owner Notification Letters will need to be prepared and mailed.

Traffic services will be provided by TMS Engineers, Inc. and will include pedestrian warning signage plans and specifications, pavement markings, and all electrical requirements and plan details for the RRFB installations.

The construction plans will be to a level commensurate with administering the project through ODOT's Local-Let program and include Title Sheet, General Notes, Maintenance of Traffic General Notes and Details, General Summary, Plan & Profile Sheets, and Traffic Control. A construction cost estimate will also be prepared for each submittal.

R/W Services will be limited to identifying any encroachments within the project limits and developing a list with recommendation for disposition of each encroachment.

We are proposing to provide these services on a lump sum basis.

Exhibit A

Task II – Environmental Services

Based on the final approved Scope of Services, the environmental document will be a C1 with the majority of the environmental studies and activities being completed by ODOT with assistance by the City/BRAMHALL. Said assistance will include conducting public involvement (which will consist of a press release), compiling and responding to all comments received, and sending the compilation of comments and responses to the assigned ODOT District 3 Environmental Coordinator for inclusion in the environmental document. The press release will be provided to the District for review prior to issuing, to ensure it is compliant with NEPA assignment.

We are proposing to provide these services on an hourly basis.

Task III – PS&E Package

In addition to the plans and cost estimates from Task I, the ODOT PS&E package consists of additional documents that are required to be submitted as part of the PS&E submittal. These documents include but are not limited to: Bid Proposal (which includes ODOT LPA Template, DBE Goal/EEO Requirements, Prevailing Wage Requirements, Contractor Pre-Qualification Requirement, etc.); Right of Way Control Letter; Utility Note; Buildable and Biddable Letter; and Web Bid Submission Form.

We are proposing to provide these services on an hourly basis.

Task IV – Meetings and General Assistance

ODOT District 3 conducts LPA Quarterly Workplan Meetings, in which all local agencies in the District that have a programmed LPA project attend a meeting with the District to review project status. Based on the current schedule, it is estimated there will be three (3) LPA Quarterly Workplan Meetings before the project files. These meetings have been conducted virtually instead of in-person at D-03 headquarters in Ashland.

We are proposing to provide these services on an hourly basis.

Clarifications and Exceptions

- 1.) Plans will be completed in ODOT AutoCAD standards.
- 2.) A Boundary and Right-of-Way survey is not included. Existing R/W will be located based on record plan information and the Auditor's website. If any items are indeterminate for encroachment status, accurately locating the R/W for those specific parcels will be required. This service can be provided on an hourly basis if needed.
- 3.) Revocable Use Permits are not included; once encroachments have been identified and the disposition determined, if any Revocable Use Permits will be issued, we will prepare them on an hourly basis.

- 4.) Utility relocations are not anticipated at this time. If any utilities require relocation, we will coordinate it on an hourly basis if required.
- 5.) Subsurface Utility Location Services (SUL) is not included. BRAMHALL will assist the City in obtaining a price for these services.
- 6.) Environmental Services are based on a press release only and do not include a public involvement meeting.
- 7.) All permits and associated fees are by the City.
- 8.) As-Built drawings after completion of construction are not included.
- 9.) Construction Inspection and Administration are not included. These services need to be provided by an ODOT Prequalified Consultant who was not involved in the design. BRAMHALL can assist the City in acquiring these services after the PS&E Package has filed with ODOT.
- 10.) Construction Staking services are not included.

Professional Services Fee

Task I – Construction Plans and Cost Estimate Lump Sum: \$27,000.00

Task II – Environmental Services Hourly – Budget Estimate: \$2,000.00

Task III – PS&E Package Hourly – Budget Estimate: \$8,000.00

Task IV – Meetings Hourly – Budget Estimate: \$1,550.00

For Task I, the work will be billed monthly based on our estimate of the portion of the total services complete at the time of billing. For Tasks II, III, and IV, BRAMHALL proposes to provide the services noted herein on an as needed, Hourly Basis in accordance with our Standard Hourly Rates.

ACKNOWLEDGED & ACCEPTED

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**BRAMHALL ENGINEERING &
SURVEYING COMPANY**

By: 
Chris L. Howard, P.E., CPESC

Title: Vice President
Date: March 9, 2022

ACKNOWLEDGED & ACCEPTED

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CITY OF AVON LAKE

By: _____

Title: _____
Date: _____