

RESOLUTION NO. 2017-74

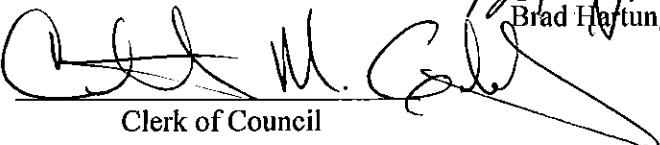
A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH OHM ADVISORS FOR THE PROVISION OF CONSTRUCTION ADMINISTRATION, MANAGEMENT AND INSPECTION SERVICES FOR THE ANDREW L. FABENS –ADAMS AVENUE ENTRANCE PROJECT, AT A COST NOT TO EXCEED NINETEEN THOUSAND NINE HUNDRED FORTY 00/100 DOLLARS (\$19,940.00)

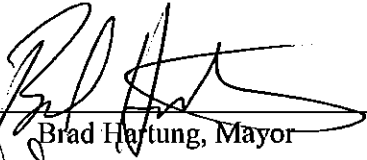
BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

**SECTION 1.** That the City Manager is authorized and directed to accept the proposal and enter into an agreement with OHM Advisors for the provision of Construction Administration, Management and Inspection Services related to the Andrew L. Fabens- Adams Avenue Entrance Project at a cost not to exceed Nineteen Thousand Nine Hundred Forty and 00/100 Dollars (\$19,940.00) which agreement shall be substantially in the form of Exhibit "A" attached hereto and made a part hereof.

**SECTION 2.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

**SECTION 3.** That this Resolution shall be in full force and effect from and immediately after its adoption.

ATTEST:   
Clerk of Council

  
Brad Hartung, Mayor

ADOPTED: OCT 10 2017



ARCHITECTS. ENGINEERS. PLANNERS.

September 6, 2017

City of Huron  
Andrew D. White, City Manager  
417 Main Street  
Huron, OH 44839

**RE: Adams Avenue CA/CM/CI Services**  
Location: City of Huron  
Proposal # 17247

Dear Mr. White:

The following scope of services, price proposal, and project schedule represent our understanding of the project, based upon prior discussions, meetings, and/or additional project information made available at the time of this proposal. Should you have any questions, please let us know.

**Proposal Outline**

Proposal Outline.....1  
 Scope of Services (Construction Tasks) .....2  
 Price Proposal.....3

Sincerely,  
OHM Advisors

Authorization to Proceed

\_\_\_\_\_  
Scott P. Hines, CESSWI, Construction Manager  
Scott.hines@ohm-advisors.com  
D: 330.913.1053

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title

\_\_\_\_\_  
David G. Krock, PE, Director  
david.krock@ohm-advisors.com  
D: 330.913.1045 C: 330.350.0521



## Scope of Services (Construction Tasks)

### Task #175 Pre-Construction Services

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- The following services are included in the fee shown:
  - Pre-construction meeting
  - Coordination with Contractor, Utilities, Safety Forces, Residents, and Businesses
  - Personnel coordination and project schedule
  - Materials, suppliers, and shop drawing review
  - Review contractual items

### Task #176 Construction Services (CA/CM/CI)

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- The following services are included in the fee shown:
  - Coordination with Contractor, Utilities, Safety Forces, Residents, and Businesses
  - Prepare daily inspection reports
  - Regular progress meetings with contractor
  - Inspection and testing services
  - Response to RFIs (request for information) from contractor
  - Review of pay requests and recommendations for payment
  - Negotiation of Change Orders
  - Prevailing Wage Verification
  - Coordination of Funding Reimbursements
  - Staffing will include the following:
    - Construction Inspector: On-Site during all working hours of construction
    - Construction Manager: On-site Reviews as needed / Off-Site Coordination with Inspector, Contractors, and Owner where possible via phone to control costs
    - Construction Engineer: Involved on an as-needed basis to facilitate field decisions and design-related issues.
    - Construction Administrative Assistant: Coordination of all documentation from pre-construction, contracts, pay requests, and close-out documents.
    - Typical Weekly Staffing for a 40-hour/week construction project is approx.:

• Construction Inspector: 40 Hours	= \$ 2,480
• Construction Manager: 4 Hours	= \$ 368
• Construction Engineer: 1 Hour	= \$ 132
• Construction Admin: 2 Hours	= \$ 100
  - Total Budget Cost per 40-hour week Project = \$ 3,080
- Total Cost is therefore directly related to the length of the construction project.

### Task #177 Post-Construction Services

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- The following services are included in the fee shown:
  - Review of final construction with contractor and Owner
  - Preparation of final punch list
  - Review of As-Built Drawings
  - Maintenance Bond Coordination
  - Lien releases, payments, and final acceptance



### Price Proposal

#	<i>Construction Tasks</i>	<i>Fee</i>
<i>Task # 175</i>	<i>Pre Construction Services</i>	<i>\$ 1,500</i>
<i>Task #176</i>	<i>Construction Services CA/CM/CI Services</i>	<i>\$ 16,940</i>
<i>Task #177</i>	<i>Post Construction Services</i>	<i>\$ 1,500</i>
	<i>Grand Total =</i>	<i>\$ 19,940</i>

**Note:**

- Fee shown represents (5.5) five and a half weeks (27.5 working days) of full-time Construction Services (CA/CM/CI) per the Contractor's anticipated work schedule. See task #176 on prior page for itemized breakdown of weekly Construction Services (CA/CM/CI) costs.
- Task #176 will be billed at the Standard Hourly Rates not to exceed the maximum amount shown

### Anticipated Project Schedule

Construction Tasks:            November 2017 through May 2018