

First Reading: January 9, 2024  
Second Reading: dispensed

**RESOLUTION 2024-007**

**A RESOLUTION AUTHORIZING A CONTRACT WITH THE KLEINGERS GROUP  
FOR ENGINEERING SERVICES FOR THE FINLEY LANE SIDEWALK PROJECT,  
DISPENSING WITH A SECOND READING,  
AND DECLARING AN EMERGENCY**

**WHEREAS**, the Board of Township Trustees is making improvements to construct a sidewalk on Finley Lane in the Township (the "Finley Lane Sidewalk Project") and wishes to provide for engineering services in regard to the project; and

**WHEREAS**, the Board of Township Trustees desires to contract for engineering services and has followed the procedure set forth in Ohio Revised Code for selection of an engineering firm for the Finley Lane Sidewalk Project; and

**WHEREAS**, the Board of Trustees desires to proceed with the sidewalk improvements and to contract with The Kleingers Group for engineering services for the Finley Lane Sidewalk Project;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Sycamore Township, State of Ohio:

**SECTION 1.** The attached proposal from The Kleingers Group is hereby approved, and the Township Administrator is hereby authorized and directed to contract with The Kleingers Group to provide the engineering and survey services for the Finley Lane Sidewalk Project.

**SECTION 2.** The contract price for the design shall not exceed \$24,000.

**SECTION 3.** The Board upon at least a majority vote does hereby dispense with the requirement that this resolution be read on two separate days, and hereby authorizes the adoption of this Resolution upon its first reading.


**SECTION 4.** Upon the unanimous vote of the Board of Township Trustees, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of Sycamore Township and shall take effect immediately. The reason for the emergency is the need to begin engineering on the project as soon as possible.

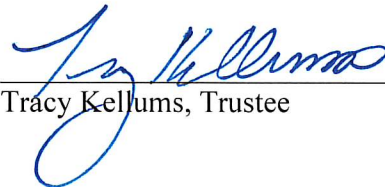
**VOTE RECORD:**

Mr. Kellums Aye      Ms. Schwegmann Aye      Mr. Weidman Aye

**PASSED** at a meeting of the Board of Township Trustees this 9<sup>th</sup> day of January, 2024.

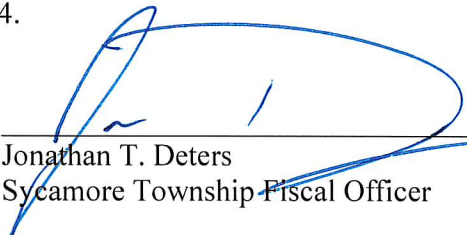
  
\_\_\_\_\_  
Thomas J. Weidman, Chairman

  
\_\_\_\_\_  
Tracy Schwegmann, Vice Chairman

  
\_\_\_\_\_  
Tracy Kellums, Trustee

**AUTHENTICATION**

This is to certify that this Resolution was duly passed and filed with the Sycamore Township Fiscal Officer this 9<sup>th</sup> day of January, 2024.

  
\_\_\_\_\_  
Jonathan T. Deters  
Sycamore Township Fiscal Officer

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Lawrence E. Barbieri, Law Director

# SYCAMORE TOWNSHIP

STATEMENT OF QUALIFICATION

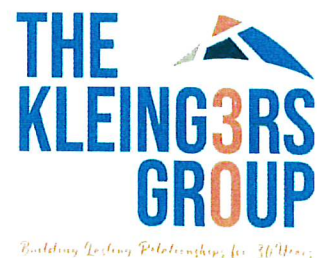
**FINLEY LANE SIDEWALK IMPROVEMENTS  
(INDIAN HILL/TOWNSHIP CORP LINE TO  
MONTGOMERY ROAD)**

DUE: DECEMBER 06, 2023, 4:00 PM

Pictured:  
**Finley Lane**  
Cincinnati, Ohio  
*\*Image sourced from Google  
Earth on December 4, 2023*



Mr. Steve Reutelshofer  
Township Road Superintendent  
Sycamore Township  
8540 Kenwood Road  
Cincinnati, Ohio 45236





# STATEMENT OF QUALIFICATION

Finley Lane Sidewalk Improvements



## TEAM AVAILABILITY AND CURRENT WORKLOAD

The Kleingers Group has extensive experience with similar projects, and our clients frequently credit us with keeping their projects on schedule. The proposed project team is committed to acting as an extension of your staff, will listen to you and will make client-driven decisions. The chart below indicates the anticipated availability of our key team members over the next 12 months:

| PERCENT OF TOTAL HOURS AVAILABLE |                        |               |
|----------------------------------|------------------------|---------------|
| Team Member                      | Project Role           | % Total Hours |
| Nick Yeretzian, PE               | Project Manager        | 35%           |
| Sam Morton, PE                   | QC/QA                  | 35%           |
| Mark Nolt, PE, PTOE              | Traffic Engineer       | 40%           |
| Greg Urasek, PE                  | Roadway Engineer       | 40%           |
| Kevin Collins                    | Drainage Engineer      | 40%           |
| Matt Habedank, PS                | Survey and ROW Manager | 35%           |

## CAPACITY

There are currently 12 full-time employees in the transportation and infrastructure group at The Kleingers Group, with ample availability dedicated to roadway and traffic projects. Several more full-time employees have previous experience in the transportation group and can assist as needed. Although the personnel listed above have been selected for your specific project based on their experience, additional personnel are available to join the team as necessary to ensure we deliver the best possible product.

## FEE SCHEDULE

| Task Description                                 | Lump Sum Fee    |
|--|-----------------|
| Topographic & Boundary Survey and Base Mapping   | \$ 4,500        |
| Stage 1 Preliminary Engineering                  | \$ 9,000        |
| Stage 2 Detailed Engineering                     | \$ 6,000        |
| Stage 3 Detailed Engineering                     | \$ 3,000        |
| Final Plans and Specifications and Bid Documents | \$ 1,500        |
| <b>Total Lump Sum Fee</b>                        | <b>\$24,000</b> |