

First Reading: January 9, 2024  
Second Reading: dispensed

**RESOLUTION 2024- 009**

**A RESOLUTION AUTHORIZING A CONTRACT WITH CARPENTER MARTY  
TRANSPORTATION INC. FOR ENGINEERING SERVICES FOR THE FRANE LANE  
& MARIEVIEW COURT CULVERT PROJECT, DISPENSING WITH A SECOND  
READING, AND DECLARING AN EMERGENCY**

**WHEREAS**, the Board of Township Trustees is making improvements to a culvert on Frane Lane and Marieview Court in the Township (the "Frane Lane and Marieview Court Culvert Project") and wishes to provide for final 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 Frane Lane and Marieview Court Culvert Improvement Project; and

**WHEREAS**, the Board of Trustees desires to proceed with the culvert improvements and to contract with Carpenter Marty Transportation, Inc. for engineering services for the Frane Lane and Marieview Court Culvert Improvement Project;

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

**SECTION 1.** The attached proposal from Carpenter Marty Transportation, Inc. is hereby approved, and the Township Administrator is hereby authorized and directed to contract with Carpenter Marty Transportation, Inc. to provide the engineering and survey services for the Gideon Lane Culvert Improvement Project.

**SECTION 2.** The contract price for the design shall not exceed \$63,527.

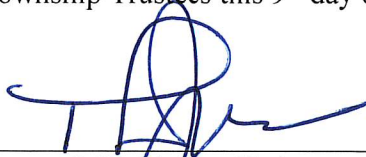
**SECTION 3.** The Board upon at least a majority vote does hereby dispense with the requirement that this resolution be read on two separate days, and hereby authorizes the adoption of this Resolution upon its first reading.

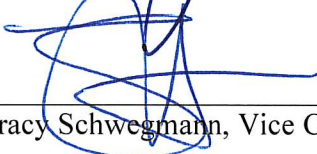
**SECTION 4.** Upon the unanimous vote of the Board of Township Trustees, this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of Sycamore Township and shall take effect immediately. The reason for the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

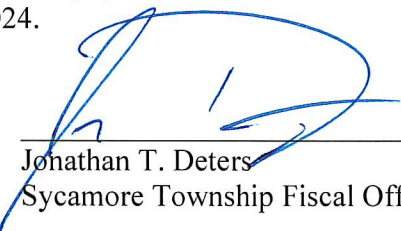
  
\_\_\_\_\_  
Thomas J. Weidman, Chairman

  
\_\_\_\_\_  
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

# PROPOSAL



Carpenter Marty Transportation, Inc.  
10816 Millington Court, Suite 104  
Cincinnati, OH 45242

## Frane Lane Culvert Replacement

Mr. Tracy Kellums  
Sycamore Township  
8540 Kenwood Road  
Cincinnati, OH 45236

Proposal #:	TWPSY0006
Proposal Date:	21-Dec-23

Service:	Frane Lane Culvert Replacement
Proposal Estimate:	\$63,527

Task	Task Description	Estimate
Data Collection, Base Mapping, & R/W Plans	Send notification letters to adjoiners prior to field work. Obtain topography near house and driveway at culvert inlet. Obtain topography along channel beyond limits of the existing retaining walls. Incorporate data into CAD base mapping file (2D and 3D) to be used for design. Vacation and storm sewer easement plats.	\$4,814
Drainage Calculations	Finalize culvert calculations and design. Closed storm sewer calculations and analysis.	\$2,945
Retaining Wall Design	Analysis of required retaining wall. Development of retaining wall plans, including: - Plan and profile - Retaining wall details	\$4,740
Culvert Replacement Plans	Develop Schematic Design - Title sheet, general notes, typical section - Plan and profile sheet for culvert, cross sections - Driveway details - Storm sewer profiles - Show proposed culvert and headwalls - Include proposed grading and permanent erosion control on site plans - Include road repair limits and typical section - Construction limits	\$19,991
Culvert and Headwall Details and Notes	Develop Detail Design - Two new full height headwalls - Inlet with sloped wingwalls using modified ODOT standard headwall drawings - Outlet to be custom design to tie into retaining walls - Backfill details, pavement build-up/typical section - Erosion Control details - Coordinate maintenance of traffic with Township - Culvert construction phasing - Final Quantities (Bid tabs)	\$12,992

Preliminary Design (60% Plans) Review	Preliminary level plans will be submitted for review and discussed with Township. Revisions will be made to the plan, as necessary, within the scope of the project. If needed, changes to scope will be discussed with Township and new cost proposal provided.	\$2,086
Construction Documents (100% Plans) Review and Final Plans	CD level plans and details will be submitted for review and discussed with Township. Revisions will be made to the plan, as necessary, within the scope of the project. Once revisions are complete Final Plans will be submitted.	\$3,477
Project Coordination	Coordination to facilitate design: - Utility coordination - Project review and coordination meetings	\$9,697
Bidding and Construction	Pre-bid documents and questions. On-going services during construction.	\$2,785

<b>Proposal Estimate:</b>	<b>\$63,527</b>
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#### **Terms**

The accompanying email is considered part of this Proposal.

It is assumed that plans and other items necessary to perform this work will be provided or are available in the public domain. If items necessary for this work must be produced or purchased they will be billed at cost after the client's approval. Items such as typical mileage are included in this Proposal.

The Proposal Total represents a Lump Sum Fee and will be billed monthly based on the percentage of work completed. Invoices shall be paid in 60 days. A 2% late fee will be imposed for each month beyond the 120 days the Invoice remains unpaid. This Proposal is valid for 90 days.

The individual Tasks are listed and priced for informational purposes only and do not reflect the exact price for that Task – each Task is not mutually exclusive. A non-performed Task may or may not reduce the Proposal Estimate by the amount listed. These individual Tasks and Line Estimates are only presented to provide a basis for the Proposal Estimate. Individual Tasks may be added or deleted as necessary to meet project objectives. This proposal does not include geotechnical studies, environmental studies, permitting or permit fees, or construction administration.

If delays or reviews exceed 90 days, additional work is required other than what is specifically mentioned in this Proposal, or if agencies other than Sycamore Township become involved in the review process, this Proposal will require modification. If Sycamore Township (Client) requests additional scope items, this Proposal will require modification. If additional revisions/submissions are determined to be necessary, this Proposal will require modification.

Client's obligation to pay for the services contracted is not dependent upon Client's ability to obtain financing, approval of governmental or regulatory agencies, or upon the Client's successful completion of the Project.

Your signature indicates agreement to pay invoiced fees in keeping with this Proposal and its Terms and provides your notice to proceed with the work.

PROPOSAL APPROVAL AND NOTICE TO PROCEED: \_\_\_\_\_

(Printed Name/Title)

\_\_\_\_\_  
(Signature/Date)