

First Reading: October 8, 2024
Second Reading: dispensed

RESOLUTION 2024- 110

**A RESOLUTION AUTHORIZING A CONTRACT WITH BURGESS & NIPLE FOR
ENGINEERING SERVICES FOR THE SNIDER ROAD SIDEWALK
IMPROVEMENTS, DISPENSING WITH A SECOND READING,
AND DECLARING AN EMERGENCY**

WHEREAS, the Board of Township Trustees is making improvements to construct a sidewalk on Snider Road in the Township (the “Snider Road Sidewalk Improvements”) 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 Snider Road Sidewalk Improvements; and

WHEREAS, the Board of Trustees desires to proceed with the sidewalk improvements and to contract with Burgess & Niple for engineering services for the Snider Road Sidewalk Improvements;

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

SECTION 1. The attached proposal from Burgess & Niple is hereby approved, and the Township Administrator is hereby authorized and directed to contract with Burgess & Niple to provide the engineering and survey services for the Snider Road Sidewalk Improvements.

SECTION 2. The contract price for the design shall not exceed \$136,404.00.

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

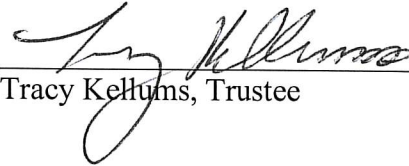
PASSED at a meeting of the Board of Township Trustees this 8th day of October 2024.



Thomas J. Weidman, Chairman



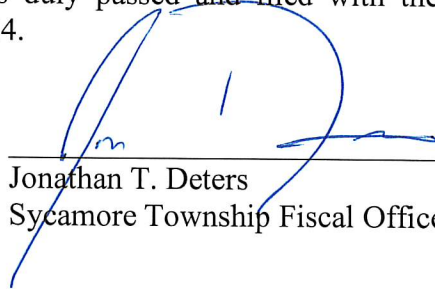
Tracy Schwegmann, Vice Chairman



Tracy Kellums, Trustee

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Sycamore Township Fiscal Officer this 8th day of October 2024.



Jonathan T. Deters
Sycamore Township Fiscal Officer

APPROVED AS TO FORM:



Lawrence E. Barbieri, Law Director

BURGESS & NIPLE

525 Vine Street | Suite 1300 | Cincinnati, OH 45202 | 513.579.0042

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

Re: Snider Road Sidewalk Improvements
Revision 2

October 4, 2024

Dear Mr. Reutelshofer:

Burgess & Niple, Inc. (B&N) is pleased to submit this proposal to provide engineering services for the above referenced project. The following describes our understanding of the scope of services and anticipated schedule to provide these services and presents our proposed method and amount of compensation to provide the services.

PROJECT DESCRIPTION

The project involves the installation of a 7' attached sidewalk on the west side of Snider Road from north of East Kemper Road to the south side of Bridlemaker Lane. Sycamore Township is using Township funds and is pursuing SORTA funds to construct this project. The project will include retaining walls, Type 6 curb, and ADA curb ramps and will be constructed part-with with pedestrian traffic being maintained. We completed a site visit to understand the current site conditions better. The project is located within the Snider Road right-of-way limits. The right of way width varies through the corridor, with more right of way available to the north. This will allow for relocations of overhead lines within existing right-of-way limits, if required.

SCOPE OF SERVICES

B&N and our sub-consultant, Berding Surveying, will perform the engineering and surveying services required for this project based on the final scope of service documents from Sycamore Township and the below described project narrative.

a) Field Work, Research

Berding Surveying will perform the necessary field survey and office work to provide a Topographic/Location Survey base map on Horizontal Positioning: NAD83 (86 Adj.); Ohio South Zone (3402) and Vertical Positioning: NAVD29 of the Ohio South State Plane Grid Coordinate System, South Zone, for the development of construction contract plans for the project

The survey will include setting traverse reference points. Benchmarks will be tied into the nearest Hamilton County Engineer Benchmarks. Benchmark identification numbers will be shown on the plans.



The survey limits extend from the north side of East Kemper Road to north of Bridlemaker Lane and will provide survey information for the resurfacing and walk improvement disturbance areas.

b) Stage 1

Design Requirements

Stage 1 plan submission will be the primary design submission for the walk and roadway improvements including the drainage design. The submission will include preliminary retaining wall locations for approval.

Typical Sections- Existing typical section will be reviewed based on survey information and design requirements. The proposed typical section requires a 7' concrete walk (face of curb to back of walk) along the west side of Snider Road. A Type 6 curb will be installed in the areas of the concrete walk installation. The project will include full width milling and resurfacing of Snider Road from the north edge of East Kemper Road to the end of concrete walk construction north of Bridlemaker Lane.

General Notes and Maintenance of Traffic Notes- Notes will be developed for the project requirements and for part width construction of the concrete walk, drainage and retaining wall construction.

Project Site Plan- The project disturbance is anticipated to be just under 1 acre. ***Project site plan will not be included in the plan set.***

Plan and Profile Sheets- The project limits extend from East Kemper Road to just north of Bridlemaker Lane. The approximate project length is 3200 feet. Six (6) plan sheets will be developed at 20 scale to show the work required to construct the new walk and drainage improvements. ***The plan sheet will not include the existing road profile since no roadway profile improvements will be included in the project.*** The limits of work will include the limits of resurfacing. Resurfacing will begin on the north side of East Kemper Road and extend to the limits of new curb and walk installation north of Bridlemaker Lane.

Cross Section Sheets- Cross Sections at 50' intervals will be developed in the walk construction to help determine the work limits and earth disturbance requirements. The number of cross sections is based on the walk length of 2500'. Approximately 50 sections will be developed for this project. Cross sections will be half sections showing the existing and proposed conditions to the left of the existing centerline of Snider Road.

Storm Sewer Profiles- New storm sewer catch basins and trunk lines will be required and existing storm sewers will need to be checked for condition and capacity. Submission will include drainage calculations. ***The existing storm sewer systems will not be upgraded under or on the east side of Snider Road***

Bridge Detail Sheets/Miscellaneous Structural Design- No Bridge improvements are anticipated. We will include a fee for miscellaneous structure revisions to the structure and approaches necessary to construct the new walk and curb.

Final Pavement Marking Plan- Pavement Marking and Signing plans will be developed at 20 scale in the area of resurfacing. Plans will show existing and proposed information. Existing signage will be maintained unless disturbed by the construction of the walk improvements.

Retaining Wall Plans - Identify locations of potential retaining walls. A wall justification study will be submitted to Sycamore Township prior to proceeding with the design of any walls.

Geotechnical Report (by Sycamore Township Consultant) - B&N will coordinate with Sycamore Township on the locations required and will incorporate the information into the submission.

Design Exception Documentation- No design exceptions will be required but documentation for designs that do not meet the L&D manual requirements will be developed and submitted.

Drainage Calculations- Calculations for the existing and proposed systems will be developed and submitted. Calculations include spread calculations and storm sewer capacity.

List of Utility Conflicts and anticipated relocations- B&N will provide with the Stage 1 submission the utility contact information and the conflicts that we anticipate based on the design requirements.

Construction Cost Estimate- Estimate will be developed using ODOT Estimator program.

Geotechnical

The geotechnical exploration will be administered by Sycamore Township. A Geotechnical Report will be provided to B&N and will include recommendations for design of the proposed pavement composition and foundations for proposed retaining walls, headwalls, and traffic signal poles.

B&N will provide to the Sycamore Township the recommended locations of the proposed borings prior to the completion of Stage 1.

Project Meetings

It is anticipated that there will be one meeting during the Stage 1.

Submission

The Stage 1 Detailed Design submission will include the following:

- Title Sheet
- Typical Section Sheets
- General Notes
- Maintenance of Traffic Notes
- Plan and Profile Sheets
- Cross Section Sheets
- Storm Sewer Profiles
- Pavement Marking and Signing Plan
- Geotechnical Report (by Sycamore Township Consultant)
- Drainage Calculations
- List of Utility Conflicts and anticipated relocations
- Engineers Estimate

c) **Stage 2/3**

Design Requirements

The Stage 2/3 plans will address the roadway review comments received from Sycamore Township and will complete the design plans and specifications for the Retaining wall locations submitted in Stage 1.

Typical Sections- Update Sections

General Notes and Maintenance of Traffic Notes- Update Notes

Maintenance of Traffic Plans and details

General Summary- General summary sheet per ODOT requirements will be developed.

Plan and Profile Sheets- Update Plan

Cross Section Sheets- Update Plan

Storm Sewer Profiles- Update Plan

Pavement Marking and Signing Plan- Update Plans.

Retaining Wall Plans - Retaining wall plans will be developed as required for walls over 3' in height.

Utility Coordination- Incorporate Stage 1 information received from Utilities and send files to utilities with the Stage 2/3 submission.

Construction Cost Estimate- Estimate will be developed using ODOT Estimator program.

Disposition of Stage 1 Comments- Provide disposition of comments with submission. Critical issues will be discussed and clarified prior to Stage 2/3 plans submission.

Project Meetings

It is anticipated that there will be one meeting during the Stage 2/3 work between the Sycamore Township and B&N.

Submission

The Stage 2/3 Detailed Design submission will include the following:

Title Sheet

Typical Section Sheets

General Notes

Maintenance of Traffic Notes

Maintenance of Traffic Plans

General Summary

Plan and Profile Sheets
Cross Section Sheets
Driveway Detail Sheets
Storm Sewer Profiles
Pavement Marking and Signing Plan

Final Retaining Wall Plans

Utility Correspondence

Disposition of Stage 1 Comments

Engineers Estimate

d) Final Submission

After review of Stage 2/3 and resolution of comments B&N will prepare the final submission. The final submission will consist of 22" x 34" size sheets stamped and signed by a Professional Engineer registered in the state of Ohio. A computer disk containing all project information. Drawing files will be furnished in Autocad format.

FEE

B&N will perform the scope of serves for the Lump Sum Fee outlined below.

<u>Task</u>	<u>Total Fee</u>
A. Field Work, Research	\$ 28,741
B. Stage 1	\$ 60,309
C. Stage 2/3	\$ 37,935
D. Final Submission	\$ 3,859
Total (A+B+C+D)	\$ 130,844

Additional Services Fee

B&N will perform the scope of serves for the Lump Sum Fee outlined below.

<u>Task</u>	<u>Total Fee</u>
Misc. Bridge Design (if authorized)	\$ 5,560

COMPENSATION FOR SERVICES

We propose to provide these services for *describe fee structure*.

Invoices will be issued monthly. Payment to B&N is due upon receipt of invoice.

PROPOSAL VALIDITY

This proposal is valid provided we receive your authorization to proceed with 60 days from the date of this proposal.

If you are in agreement with the above stated terms, please sign below and return an electronic copy which will serve as our notice-to-proceed.

Thank you for the opportunity to respond to your engineering needs. If you have any questions, please do not hesitate to contact us.

Very truly yours,

BURGESS & NIPLE, INC.

CLIENT NAME

Steven C. Smith

Printed Name
Project Manager

Steven C Smith

Signature
Project Manager

[Handwritten Signature]

Client Signature

James Wilkinson

Client Printed Name

Jim S. Burt

Vice President Signature

10-8-24

Date

