

First Reading: May 4, 2021  
Second Reading: dispensed

**RESOLUTION 2021- 027**

**A RESOLUTION AUTHORIZING A CONTRACT WITH CARPENTER MARTY  
TRANSPORTATION, INC. FOR ENGINEERING SERVICES, DISPENSING WITH A  
SECOND READING AND DECLARING AN EMERGENCY**

**WHEREAS**, the Board of Township Trustees is making improvements to headwalls in the Township (the “Dillonvale Subdivision Culvert Improvement 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 Dillonvale Subdivision Culvert Improvement Project; and

**WHEREAS**, the Board of Trustees desires to proceed with the headwall improvements and to contract with Carpenter Marty Transportation Inc. for engineering services for the Dillonvale Subdivision Culvert 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 or Assistant Administrator is hereby authorized and directed to contract with Carpenter Marty Transportation Inc. to provide the engineering and survey services for the Dillonvale Subdivision Culvert Project.

**SECTION 2.** 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 3.** 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. James AYE      Mr. LaBarbara AYE      Mr. Weidman AYE

**PASSED** at the meeting of the Board of Trustees this 4<sup>th</sup> day of May, 2021.

/s/ Thomas C. James, Jr.  
Thomas C. James Jr., Chairman

/s/ Jim LaBarbara  
Jim LaBarbara, Vice Chairman

/s/ Thomas J. Weidman  
Thomas J. Weidman, Trustee

**AUTHENTICATION**

This is to certify that this Resolution was duly passed and filed with the Sycamore Township Fiscal Officer, this 4<sup>th</sup> day of May, 2021.

/s/ Robert C. Porter III  
Robert C. Porter, III  
Sycamore Township Fiscal Officer

**APPROVED AS TO FORM:**

/s/ Deepak K. Desai  
Deepak K. Desai, Law Director

# PROPOSAL



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

## Dillonvale Subdivision Culvert Improvement

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

Proposal #:	TWPSY001
Proposal Date:	15-Apr-21

<b>Service:</b>	<b>Dillonvale Subdivision Culvert Improvement Proposal</b>
<b>Proposal Estimate:</b>	<b>\$48,600</b>

Task	Task Description	Estimate
Monument Recovery	Obtain existing plats, deeds, easements, plans. Contact OUPS for field locate and pre-planning information (develop contact list). All utility information will be obtained to Level "C", per ASCE standard 38-02.	\$2,000
Project Control	Establish primary project control - a minimum of six Type "B" horizontal and vertical control monuments and benchmarks. Horizontal control will be NAD 83 (2011) Vertical control will be NAVD 88 (Geoid 12A)	\$5,500
Data Collection & Base Mapping	Send notification letters to adjoiners prior to field work. Obtain topography for 3 culverts. Locate and adjacent boundary corners. Prepare CAD base mapping file (2D and 3D) to be used for design.	\$7,500
Culvert Site Plans	Develop Culvert Detail sheets - Plan and profile sheet for each culvert (3 sheets) - Show proposed headwalls - Include proposed grading and permanent erosion control on site plans - Construction limits	\$11,400
Headwall Details and Notes	Develop Details for new or modified headwalls - 96" at Wicklow: Two new full height headwalls and sloped wingwalls. The design use modified ODOT standard headwall drawings. - 54" at Mantell: New full height headwall and sloped wingwalls at outlet end. The inlet end has an existing headwall which may be extended or replaced. Inlet end will need new sloped wingwalls. Design will use ODOT standard headwall drawings for basis of design. - 72" at Mantell: The inlet end has existing headwalls and wingwalls which may be extended or replaced. The outlet end has an existing headwall which may be extended or replaced. The outlet end will need new sloped wingwalls. Design will use ODOT standard headwall drawings for basis of design.	\$19,080

Preliminary Design (60% Plans) Review	Preliminary plans will compare at extending existing headwalls vs full replacement (as noted above). 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.	\$1,560
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.	\$1,560

<b>Proposal Estimate:</b>	<b>\$48,600</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, hydraulic analysis, right-of-way plans, 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.

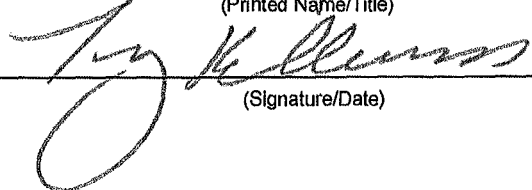
Client's obligation to pay for the services contracted is not dependent upon Client's ability to obtain financing, approval of governmental or regulatory agencies, or upon the Client's successful completion of the Project.

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:

TRACY KELLUMS / ASSISTANT ADMINISTRATOR

(Printed Name/Title)



(Signature/Date)