

RESOLUTION NO.: 8-2025  
INTRODUCED BY: Mayor Thomas

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CT CONSULTANTS, INC. TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE DOUGLAS BOULEVARD IMPROVEMENTS PROJECT.**

WHEREAS, CT Consultants, Inc. has proposed to provide professional engineering services consisting of surveying, engineering, bidding and construction services, for the Douglas Boulevard Improvements Project (the "Project") as provided in its Task Order No. 18, generally under the terms of the Agreement between the City and CT for Professional Services dated November 8, 2023, for compensation on an hourly basis for a total fee not to exceed Three Hundred Twenty-Two Thousand Four Hundred Fifteen Dollars (\$322,415.00);

WHEREAS, this Council desires to enter into an agreement with CT Consultants, Inc. for such engineering services for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1: The Mayor is authorized to enter into an agreement with CT Consultants, Inc. for engineering services for the Project as set forth in Task Order No. 18, attached hereto as Exhibit A, for an amount not to exceed \$322,415.00.

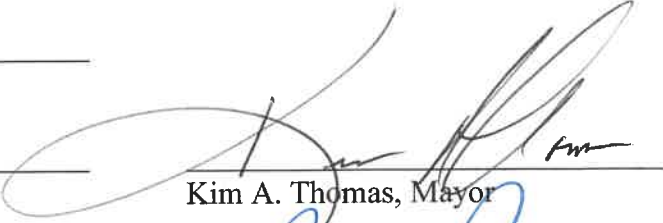
Section 2: The Director of Finance is authorized to utilize Fund No. 410-6450-52130 for the cost of the Agreement authorized in Section 1 above.

Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.


PASSED: January 14, 2025

APPROVED: January 14, 2025

  
Kim A. Thomas, Mayor

ATTEST: Tracey Blair

Tracey Blair  
Clerk of Council

  
Bobby Jordan  
President of Council

## **EXHIBIT A**

This is Attachment 1, Suggested Form of Task Order, referred to in and part of the Agreement between Owner and CT for Professional Services – Task Order Edition dated November 8, 2023.

This is Task Order No.   18  ,  
consisting of 4 pages and EXHIBIT A

### **Task Order**

In accordance with Paragraph 1.01 of the Agreement Between Owner and CT for Professional Services – Task Order Edition, dated November 8, 2023 ("Agreement"), Owner and CT agree as follows:

#### **1. Background Data**

- a. Effective Date of Task Order: January 8, 2025
- b. Owner: City of Richmond Heights
- c. CT: Justin Haselton, P.E., CPESC, LEED AP
- d. Specific Project (title): Douglas Boulevard Improvements Project
- e. Specific Project (description): Refer to the Project Proposal Document attached to this Task Order No. 18

#### **2. Services**

Refer to the attached Exhibit A document: "Douglas Boulevard Improvements Project" Proposal for details.

#### **3. Additional Services**

- A. Refer to the attached Exhibit A document for Additional Services.
- B. Additional Services and any changes from the proposed scope that may be necessary to render for this specific project under Task Order No. 18 will be mutually agreed upon and a written authorization by the Owner will be required.

#### **4. Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 of the Agreement and subject to the following.

#### **5. Task Order Schedule**

The parties intent to meet the schedule shown in the attached Exhibit A document. The schedule may be revised and amended based on Owner's and appropriate commissions and agencies' response and approval time.

**6. Payments**

Refer to the attached Exhibit A document for the proposed fee.

**7. Consultants retained as of the Effective Date of the Task Order: January 8, 2025.**

**8. Other Modifications to Agreement and Exhibits:** The following provisions of the Agreement shall not apply to this Task Order No. 18.

- Paragraph 2.04 of the Agreement with respect to Reimbursable Expenses, shall not apply to Task Order No. 18. No reimbursable expenses shall be payable to CT without written prior approval of the CITY.
- Paragraph 6.06, Suspension and Termination, subparagraph 6.06 F., Payments upon Termination, shall not apply to Task Order No. 18. Upon termination of the Agreement, CT will be entitled to invoice the CITY solely for the pro-rated cost of CT's professional services provided through the effective date of termination.
- Paragraph 6.11, Indemnification, subparagraphs B. and D. with respect to the CITY's indemnification of CT, shall not be applicable to Task Order No. 18.

**9. Attachments: Exhibit A: Douglas Boulevard Improvements Project**

**10. Other Documents Incorporated by Reference: N/A**

**11. Terms and Conditions**

Execution of this Task Order by Owner and CT shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. CT is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 8, 2025.

OWNER:

CT:

By: \_\_\_\_\_

By:



Print Name: \_\_\_\_\_

Print Name: Mark Brueggeman, P.E.

Title: \_\_\_\_\_

Title: Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: \_\_\_\_\_

Name: Justin Haselton, P.E.

Title: \_\_\_\_\_

Title: Senior Project Manager

Address: \_\_\_\_\_

Address: North Point Tower  
1001 Lakeside Ave. E, Suite 1005  
Cleveland, OH 44114

E-Mail  
Address: \_\_\_\_\_

E-Mail jhaselton@clconsultants.com  
Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: 440-227-1018

**This is Attachment 2, Standard Hourly Rate Schedule referred to in and part of the Agreement between Owner and CT for Professional Services – Task Order Edition dated November 8, 2023.**

**Standard Hourly Rates Schedule**

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A schedule of hourly rates by personnel classifications is provided as reference. The complexities of a task and/or project may not require special expertise; however, our schedule includes those employees with specialized skills available to assist with projects and tasks requested.

The following standard hourly rates are subject to review and adjustment per the Agreement. Hourly rates for services as of the Effective Date of the Task Order are:

| Classification                       | Billing Rate (/HR) |     |
|--------------------------------------|--------------------|-----|
|                                      | From               | To  |
| Survey Technician                    | 40                 | 99  |
| Survey Party Chief                   | 95                 | 150 |
| Senior Office Surveyor               | 120                | 225 |
| Construction Representatives         | 85                 | 130 |
| Construction Admin Specialist        | 90                 | 140 |
| Senior Construction Representative   | 110                | 155 |
| Construction Project Manager         | 120                | 220 |
| CAD Technician                       | 85                 | 110 |
| Designer 1,2,3                       | 80                 | 140 |
| Landscape Architect                  | 98                 | 185 |
| Architect 1-3                        | 75                 | 155 |
| Project, Senior, Principal Architect | 130                | 225 |
| Co-op/Intern                         | 45                 | 80  |
| Clerical                             | 40                 | 85  |
| GIS, Field Technician                | 50                 | 82  |
| GIS Specialist                       | 100                | 135 |
| Assistant Planner                    | 80                 | 130 |
| Planner 3                            | 120                | 175 |
| Senior Planner                       | 160                | 215 |
| Engineer 1 & 2                       | 85                 | 120 |
| Staff Engineer 3                     | 120                | 155 |
| Project, Senior Engineer             | 141                | 272 |
| Project Principal                    | 170                | 289 |
| Grant Writing/ Funding Specialist    | 150                | 190 |

*Rates include materials, supplies, reproduction costs, clerical, and overhead. Rates are firm through July 2024 and are subject to adjustments in succeeding years.*



January 8, 2025

Mayor Kim A. Thomas  
26789 Highland Road  
Richmond Heights, Ohio 44143

**Re:   *Proposal for Professional Services  
      Douglas Boulevard Improvement Project***

Dear Mayor Thomas:

We are pleased to submit for your consideration this proposal to provide Engineering Services to the City of Richmond Heights. The following will confirm our understanding of the project and the scope of our services.

**SCOPE OF SERVICES**

We will provide the surveying, engineering, bidding and construction services required for the Douglas Boulevard Improvement Project. This project includes pavement replacement, curb, storm sewer, ditch removal and a new 8" water main and fire hydrants from Dumbarton Boulevard to Euclid Chagrin Parkway.

The budgeted amount for this project is \$2,557,125 and includes design services (surveying, engineering, bidding and construction services) and construction costs. The Cleveland Water Department is funding \$722,703 of the total project cost; \$51,165 for water main design, \$31,978 for water main construction administration and \$639,560 for water main construction.

**FEE**

CT will accomplish the work outlined in the Scope of Services for the following lump sum fees:

**Design**

|                                  |               |
|----------------------------------|---------------|
| Topographic Survey               | \$ 20,900.00  |
| Water Main Construction Drawings | \$ 51,165.00  |
| Remaining Construction Drawings  | \$ 115,645.00 |
| Bidding                          | \$ 6,000.00   |

**Construction Services**

|                         |              |
|-------------------------|--------------|
| Water Main              | \$ 31,978.00 |
| Remaining CA/Inspection | \$ 96,727.00 |

**Total Fee** **\$ 322,415.00**



Mayor Kim A. Thomas  
January 8, 2025

The fee will include the services rendered in the Scope of Services and include the following categories of expenses: transportation (including mileage) for the meetings and site visits required to complete the tasks.

Any change from the proposed work will require a change in the authorized fee, whether such change increases or decreases the total proposed fee. Invoices will be submitted monthly upon that portion of work actually completed during the month. Invoices are due upon receipt and past-due 30-days after receipt.

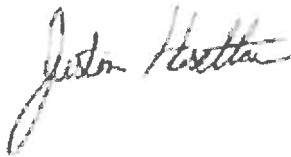
#### **CLOSURE**

If you concur with these terms and wish us to proceed with the aforementioned work, please sign Task Order 18.

We look forward to the continued opportunity to provide Professional Services to the City of Richmond Heights. Thank you for your consideration.

Respectfully,

**VERDANTAS**



Justin Haselton, P.E., CPESC

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