

RESOLUTION NO.: 43-2025  
INTRODUCED BY: Mayor Thomas

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VERDANTAS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE INFRASTRUCTURE INVESTMENT AND JOBS ACT SEWER CONSTRUCTION PROJECT.**

WHEREAS, Verdantas has proposed to provide professional engineering services for the Infrastructure Investment and Jobs Act Sewer Construction Project (the "Project") as provided in its Task Order No. 3, generally under the terms of the Master Agreement for Professional Consulting Services between the City and Verdantas dated February 27, 2025, for compensation on the basis of hourly rates under its 2025 Standard Billing Rate Schedule and as set forth in Task Order No. 3 for a total fee not to exceed Ninety-Seven Thousand Nine Hundred Fifty-Six Dollars (\$97,956.00);

WHEREAS, this Council desires to enter into an agreement with Verdantas for such professional 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 Verdantas for professional engineering services for the Project as set forth in Task Order No. 3, attached hereto as Exhibit A, for an amount not to exceed \$97,956.00.

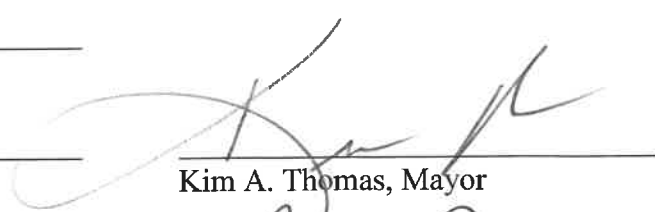
Section 2: The Director of Finance is authorized to utilize Fund No. 450-6450-52107 for the cost of the Agreement authorized in Section 1 above.

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.

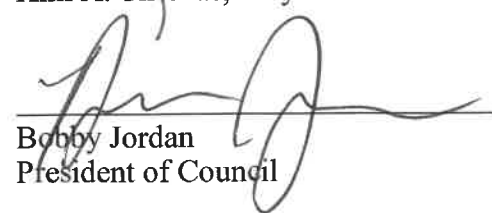
Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: MARCH 11, 2025

APPROVED: MARCH 11, 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 Verdantas for Professional Services – Task Order Edition dated February 27, 2025.

This is Task Order No. \_\_3\_\_, consisting of 3 pages, EXHIBIT A and the 2025 Hourly Rate Sheet

### **Task Order**

In accordance with Master Service Agreement Between Owner and Verdantas for Professional Services – Task Order Edition, dated February 27, 2025 ("Agreement"), Owner and Verdantas agree as follows:

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

- a. Effective Date of Task Order: March 5, 2025
- b. Owner: City of Richmond Heights
- c. CT: Justin Haselton, P.E., CPESC, LEED AP
- d. Specific Project (title): IUA Sewer Construction
- e. Specific Project (description): Refer to the Project Proposal Document attached to this Task Order No. 3

#### **2. Services**

Refer to the attached Exhibit A document: "IUA Sewer Construction" 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. 3 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:** March 5, 2025.

**8. Other Modifications to Agreement and Exhibits:** N/A

**9. Attachments:** Exhibit A: IIA Sewer Construction

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

**11. Terms and Conditions**

Execution of this Task Order by Owner and Verdantas shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Verdantas 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 March 5, 2025.

OWNER:

Verdantas:

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

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

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

Print Name: Mark Brueggeman, P.E.

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

Title: North Midwest Division Leader

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  
Address: jhaselton@verdantas.com

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

Phone: 440-227-1018

March 5, 2025

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

**Re:   *Proposal for Professional Services  
IHA Sewer Construction***

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 following construction administration services required for the project:

- Prepare correspondence in the form of letters, emails, and requests for information (RFI's) regarding plan clarifications, utility coordination, plan changes, and extra work.
- Conduct pre-construction and progress meetings.
- Review Shop Drawings.
- Review Contractor submitted pay estimates and quantities.
- Process pay estimates utilizing field observation records, pay quantity workbooks and tracking sheets.
- Review claims for legitimacy and accuracy.
- Review force account submittals for compliance with the contract and prepare change orders.
- Develop, negotiate, and implement contract work changes as required and approved by the client.
- Monitor utility coordination between the Contractor and power, telephone, cable, fuel supply utilities to see that potential schedule impacts and field conflicts are avoided.
- Address access issues relative to the work and maintenance of traffic with the client, their safety forces, local businesses, and residents.
- Initiate and/or review alternate material selections and seek client approvals to meet project specific conditions.
- Provide periodic site checks and provide the contractor with timely and appropriate direction consistent with the contract and the directions of the client to mitigate potential claims, costs and schedule impacts to the project.
- Provide suggestions to the client to improve the work product, Contractor performance and work schedule.
- Address resident, business, City, County, State and Federal concerns about the project for the client within the limit of our purview.

We will provide the following construction observation services required for the project:

- Provide a full or part-time on-site presence as the project demands.
- Provide daily reports on each day's work activities including:



Mayor Kim A. Thomas  
March 5, 2025

- o Labor, material and equipment utilized
  - o Location and nature of work
  - o Photo's
  - o Significant work activities
  - o Visitors to the work site
  - o Instructions given by the owner or Project Manager
  - o Condition of the work site
  - o Traffic control in place
- Provide report of extra work (as required) including:
  - o Information noted above
  - o Idle and active equipment
  - o Nature of the extra work
- Communicate from the field to the Project Manager and owner ( as they occur)
  - o Perceived change of conditions
  - o Perceived change in the scope of work
  - o Resident issues
  - o Deviations in the work from that specified or show
- Perform other tasks consistent with the position as requested by the Project Manager

A summary of the quantity and duration of the activities listed above is attached for reference.

#### **FEE**

The duration of a project is the primary driver of the cost for construction services. Containment of those costs can be accomplished by the judicious use of staff during different construction operations. Based upon experience it is our opinion that this project could take approximately 4(\*) months. To contain costs, we have assumed only full-time observation will be required for a majority of construction activities. We anticipate that part-time inspection can be performed during restoration or other minor construction activities.

*(\*) – Construction schedules are determined by the specified contract dates and the contractor's means and methods and can vary significantly up or down.*

Verdantas will accomplish the work outlined in the Scope of Services for the following fees. Our services will be billed on an hourly rate for actual work performed:

Bidding	\$ 5,000.00
CA/Inspection	\$ 92,956.00
Total Fee	\$ 97,956.00

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.



Mayor Kim A. Thomas  
March 5, 2025

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.

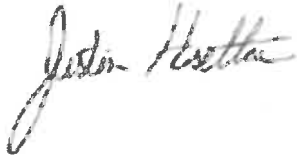
#### **CLOSURE**

If you concur with these terms and wish us to proceed with the aforementioned work, please sign Task Order 3.

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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**VERDANTAS MIDWEST AREA  
2025 STANDARD BILLING RATE SCHEDULE**

<u>Professional Services</u>	<u>Hourly Rate</u>	<u>Survey</u>	<u>Hourly Rate</u>
Senior Consultant I	\$250.00	Staff Surveyor I	\$120.00
Senior Consultant II	\$280.00	Staff Surveyor II	\$140.00
Senior Consultant III, AVP, Principal	\$310.00	Staff Surveyor III	\$155.00
Senior Consultant IV, VP, Sr. Principal	\$340.00	Surveyor	\$175.00
Senior Project Manager	\$235.00	Senior Surveyor	\$210.00
Project Manager	\$210.00	Survey Crew Member	\$90.00
		Survey Crew Chief	\$120.00
		Survey Crew	\$210.00
Staff Engineer/Architect I	\$125.00		
Staff Engineer/Architect II	\$140.00		
Staff Engineer/Architect III	\$165.00	<u>CAD/GIS/Data Management</u>	<u>Hourly Rate</u>
Engineer/Architect	\$190.00	Senior Project Designer	\$155.00
Senior Engineer/Architect, Principal, Sr. Principal	\$225.00	Project Designer	\$140.00
		CAD Designer I	\$120.00
Staff Scientist/Geologist/Ecologist I	\$120.00	CAD Designer II	\$135.00
Staff Scientist/Geologist/Ecologist II	\$135.00	CAD Technician I	\$105.00
Staff Scientist/Geologist/Ecologist III	\$150.00	CAD Technician II	\$120.00
Scientist/Geologist/Ecologist	\$165.00	CAD Technician III	\$125.00
Senior Scientist/Geologist/Ecologist, Principal, Sr. Principal	\$210.00		
		Senior GIS Analyst	\$155.00
<u>Support</u>	<u>Hourly Rate</u>	GIS Analyst I	\$125.00
Administrative/Technical Editor/Project Coordinator I	\$90.00	GIS Analyst II	\$135.00
Administrative/Technical Editor/Project Coordinator II	\$125.00	GIS Technician I	\$105.00
Technician I	\$95.00	GIS Technician II	\$120.00
Technician II	\$100.00		
Technician III	\$115.00	Senior Data Manager	\$155.00
Senior Technician	\$130.00	Data Manager	\$140.00
Construction Representative I	\$105.00		
Construction Representative II	\$115.00		
Construction Representative III	\$125.00		
Senior Construction Representative	\$135.00		

**NOTES:**

1. Standard Billing Rates: Our standard billing rates are reviewed no less than annually and may be adjusted at those times.
2. Expert Testimony: Litigation, expert witness, and all other legal and court related appearances will be billed at twice the standard fee schedule rate. There is a minimum eight-hour charge per day and a minimum overall fee of \$2,000.00 per case.
3. Higher Hourly Rates: Certain services, such as emergency/rapid response consulting, may be subject to higher hourly billing rates as agreed upon on a project-specific basis.
4. Overtime: Overtime for time worked on a project exceeding 8 hours per day. Holidays, and/or Sundays will be billed at 1.5 times the standard rate or as agreed upon on a project-specific basis.
5. Field Equipment and Supplies: Field equipment and in-house supplies will be billed at fixed unit prices, subject to periodic updates.
6. Subcontractors and Project Expenses: All project-related expenses are chargeable at cost plus 10% or in accordance with the specific project agreement. Subcontractor charges, costs of rental of specialized equipment, and any other costs not associated with normal overhead are billed at cost plus 15% or in accordance with the specific project agreement.
7. Mileage: The mileage for personal vehicles will be billed at the current United States Internal Revenue Service reimbursement rate.
8. General Terms and Conditions: Please refer to the General Terms and Conditions for further details.

*Midwest - Effective 12/28/2024*