

RESOLUTION NO.: 126-2025  
INTRODUCED BY: Mayor Thomas

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VERDANTAS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES (TASK ORDER #08) FOR THE GREENWOOD FARM BARN TEMPORARY SHORING PROJECT.**

WHEREAS, Verdantas has proposed to provide professional engineering services for the Greenwood Farm Barn Temporary Shoring Project (the "Project") as provided in its Task Order No. 08, generally under the terms of the Master Agreement for Professional Consulting Services between the City and Verdantas dated March 12, 2025, for compensation on the basis of a lump sum fee and estimated reimbursable expenses set forth in Task Order No. 08 for a total amount not to exceed Eight Thousand Six Hundred Dollars (\$8,600.00);

WHEREAS, this Council desires to authorize 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. 08, attached hereto as Exhibit A, for an amount not to exceed \$8,600.00.

Section 2: The Director of Finance is authorized to utilize funds in Fund No. 260-7150-52100 for the cost of the Agreement authorized in Section 1 above.

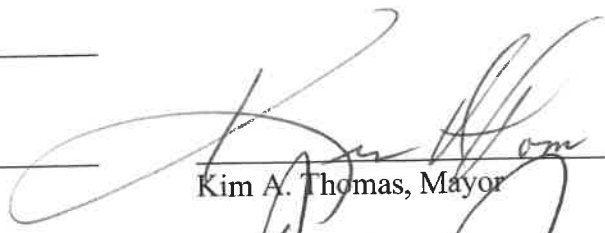
Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings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

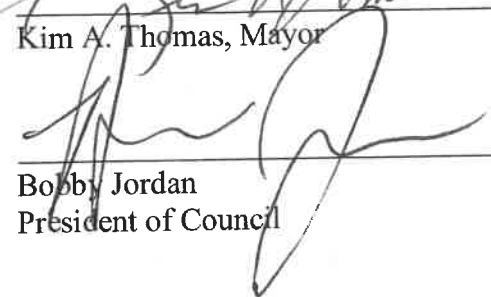
Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: September 9, 2025

APPROVED: September 9, 2025

ATTEST: Tracey Blair  
Tracey Blair  
Clerk of Council

  
Kim A. Thomas, Mayor

  
Bobby Jordan  
President of Council

## EXHIBIT A



August 18, 2025

PROJECT NUMBER: 058.P000037652

Chelsey Kovar  
City of Richmond Heights  
457 Richmond Rd.  
Richmond Hts., OH 44143  
(216) 486-3927  
[economic.development@richmondheightsohio.org](mailto:economic.development@richmondheightsohio.org)

RE: **Task Order #08: Greenwood Farms Barn Temporary Shoring**  
264 Richmond Road

Dear Chelsey:

Thank you for the opportunity to provide this preventative maintenance service proposal for the Greenwood Farms Barn. The scope of work is based on conversations with John deGraaf on June 30th 2025. The attached scope of work summarizes our understanding of the project.

Our lump sum fee for the services outlined herein is eight thousand six hundred dollars. The fee is for a project observations and details:

1. Lump Sum for all Items .....	\$8,400.00
2. Reimbursable Expenses (Estimated) .....	\$200.00
<b>TOTAL .....</b>	<b>\$8,600.00</b>

Reimbursable expenses associated with site visits to 264 Richmond Road facility and for reproduction, postage, etc. are estimated and will be billed to you at actual cost. Additional services, if requested, will be billed to you on an hourly basis per the attached rate schedule.

If this proposal is acceptable to you or if you should have any questions, please inform me via phone 216-430-8508 or via email [cblue@verdantas.com](mailto:cblue@verdantas.com). Upon receipt of your acceptance, we will forward you a Professional Design Services Agreement for your signature. We will consider your executed purchase order as acceptance of these terms.

If this proposal is acceptable to you, please sign and return the attached agreement. An executed agreement is required for Verdantas to proceed.

All work shall be done in accordance with the existing MSA entered into between the City of Richmond Heights and Verdantas. We will consider your executed purchase/task order as a notice to proceed.

August 18, 2025  
Project Number: 058.P000037652



This proposal will be valid for 60 days from the date of the letter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris Blue".

VERDANTAS LLC  
Chris Blue  
Project Architect, Project Manager

Enclosures: Scope of Work (Exhibit A)  
General Terms and Conditions (Exhibit B)  
Verdantas Hourly Rate Schedule 2025 - Midwest (Exhibit C)

File path: M:\PROPOSAL\2025\Richmond Heights, City of\TO8\_Greenwood Farms Barn  
Building\2025-08-18\_Verdantas Proposal - Integrated Design -Structural Only.docx

August 18, 2025  
Project Number: 058.P000037652



## **Exhibit A: Scope of Work**

### **PROJECT DESCRIPTION**

Verdantas shall provide ~~architectural and~~ **structural engineering** services for Greenwood Farms Barn Temporary Shoring and ~~Exclusion in the form of a project manual~~ **typical details**. Verdantas shall, to the best of its ability, provide details for temporary shoring of the barn structure. ~~It shall also, to the best of its ability, provide exclusion from animals and pests of an agreed upon size. In the absence of a comprehensive structural assessment of the barn, Verdantas is unable to develop a scope of services to provide permanent stabilization and securing of the barn and therefore, such permanent stabilization and securing of the structure is not included in this scope of work.~~

### **SCOPE BY ITEM**

#### **General**

- Develop project schedule.
- Perform **one (1)** on-site meeting with owner and observe existing conditions.
- ~~Assume two (2) coordination meetings with Owner.~~

#### **Item #1 – Temporary Shoring:**

- Review Greenwood Farms Barn Observation Document (project#-241783) dated June 19, 2025.
- Create temporary shoring details ~~for inclusion in a project manual.~~

~~Items below have been removed from proposal per email from Chelsey Kovar on August 7<sup>th</sup>, 2025.~~

#### ~~Item #2 – Exclusion:~~

- ~~• Create standard details for exclusion from animals and pests of an agreed upon size for inclusion in a project manual.~~
- ~~• Include detail and description of vegetation removal around property and detail for shallow exclusion around foundation for animals and pests.~~
- ~~• Set a standard number of fixes for bidding and have bidders provide a unit cost.~~

#### ~~Item #3 – Exterior Reattachment & Finish:~~

- ~~• Create details for reattachment for existing siding for inclusion in a project manual.~~
- ~~• Provide specifications for exterior finish, of owner chosen color, for existing siding for inclusion in a project manual.~~

#### ~~Item #4 – Door & Window Repair:~~

- ~~• Create details for door and window repair for inclusion in a project manual.~~

#### ~~Item #5 – Bidding (If requested, lump sum amount of \$5,000):~~

- ~~• Completion of "Bid Documents" inclusive of project manual and bid forms required for contractor notification. Bid documents shall be distributed to bidders and a local print service electronically. Hard copies can be ordered from the print service of the bidder's expense.~~
- ~~• One (1) representative to attend a pre bid meeting.~~
- ~~• Bidding allows for substitutions. Time/cost to review substitutions during bidding have been included in this proposal.~~

August 18, 2025

Project Number: 058.P000037652



- ~~• Respond to bidder inquiries, limited to eight (8) hours of total time.~~
- ~~• Issue addenda, if required.~~
- ~~• Provide bid tabulation, bid review, and recommendation for award.~~
- ~~• Make recommendation for award (3 hours).~~
- ~~• Preparation of Owner / Contractor agreement (construction contract) inclusive of 3 hard copies of "bid documents" for execution by Owner, Designer of Record, and Contractor.~~
- ~~• If the Owner's budget at the conclusion of the Construction Documents Phase is exceeded by the lowest bona fide bidder, the Owner shall:~~
  - ~~• Give written approval of an increase in the budget.~~
  - ~~• Authorize rebidding or renegotiating of the Project within a reasonable time.~~
  - ~~• Terminate the project.~~
  - ~~• In consultation with Verdantas, revise the program, scope, or quality as required to reduce the cost of the work.~~
  - ~~• Implement any other mutually agreeable alternative.~~
- ~~• If the Owner chooses to proceed with revision of the program, scope, or quality to reduce the cost of the work, services required to revise the construction documents & rebidding/renegotiation shall be performed as an additional service.~~

#### ASSUMPTIONS/EXCLUSIONS

##### Structural: Not Included

- Load bearing walls and buttresses will not be removed, reconfigured or altered in any way.
- Assumptions/Exclusions:
  - Concurrent with the current building conditions delineated within the aforementioned Observation Report, the existing structure is not deemed adequate to support current environmental loading in conformance with minimum ASCE requirements and meet IBC/OBC code requirements. Remediation of the existing framing system to support the prescribed loads of a code compliant structure is not included in our fee, noting a thorough comprehensive structural analysis and major rework of the structure would be required.
  - No major structural modifications are included in this proposal.

##### Architectural: Not Included

- Building Occupancy: The building will remain unoccupied until a complete set of construction documents detailing the proposed use has been designed, submitted, and reviewed by local authorities.
- It is assumed no entities are providing utility services to the Project.
- We are assuming no documents are required to be filed for approval with the governmental authorities having jurisdiction over the Project. Submission of Building Code approval/Permit drawings is not included.
- Determination of Building Occupancy is not included.
- Development of building egress and life safety plans is not included.
- Preparation of space planning and programming for the proposed building is not



August 18, 2025  
Project Number: 058.P000037652



- included.
- Preparation of floor plans and elevations are not included.
- Preparation of door and hardware schedules is not included.
- Construction Administration Services (CA) is not included.

**Civil: Not Included**

**Environmental: Not Included**

**Mechanical: Not Included**

**HVAC: Not Included**

**Plumbing: Not Included**

**Fire Protection: Not Included**

**Electrical: Not Included**

**Drone Scanning: Not Included**

**3D Laser Scanning: Not Included**

**3D Integrator & BIM Management: Not Included**

**DELIVERABLES:**

**General:**

- ~~Project Manual and Specification~~ Typical detail deliverable shall be issued in electronic (PDF) format.
- Printed hard copies of ~~Project Manual and Specification~~ of typical details for owner or contractor's use will not be provided.

**Exhibit B: General Terms and Conditions**

**TERMS**

~~A mutually agreeable schedule will be established once a signed proposal is received.~~ developed upon receipt of a purchase order (PO) authorization or signed contract to proceed. We understand the urgency of this work and can start the field observation phase within ten (10) working days of contract authorization if awarded during the remainder of August through mid September. It is anticipated that the typical details deliverable will be submitted within four to five weeks following completion of the field work phase.

Schedule is subject to acceptable payment and credit terms. The schedule shall be equitably adjusted in the event of changes in scope or in the event of delays attributable to the Owner, Owner's other Consultants/Contractors, unforeseen conditions or causes

August 18, 2025

Project Number: 058.P000037652



beyond the control of Verdantas. The schedule shall be adjusted equitably should additional services (below) be incurred.

In the event the Owner suspends the Project, Verdantas shall be compensated for services performed prior to the suspension. When the project is resumed, Verdantas shall be compensated for expenses incurred in the interruption and resumption of Verdantas' services. Fees for the remaining services and associated schedule shall be equitably adjusted.

Except as otherwise expressly provided within, services under this proposal shall terminate one year from the date of substantial completion.

#### **FEE BREAKDOWN**

An anticipated schedule of billing can be provided upon Owner's request.

**Additional Services:** For additional services of Engineer's employees engaged directly on the Project, Engineer shall notify Owner in writing of out-of-scope additional services and Owner and Engineer shall negotiate a lump sum amount for the work and reimbursable expenses.

Rates are subject to a 3% escalation increase starting January 2026.

Scope change orders to the contractor shall be subject to additional design fees.

#### **CLIENT RESPONSIBILITIES/DELIVERABLES**

Conforming to a mutually agreeable schedule will depend upon the following:

- Owner shall provide timely access to facilities and systems required for architect/engineer to perform work.
- Owner shall schedule timely meetings as required with Owner's team to provide input to architect/engineer.

If a project is delayed or suspended, the revised project schedule shall be based on present workload and staff availability.

The Owner shall furnish, if available, the services of geotechnical engineers, which include test borings, test pits, determination of soil bearing values, percolation tests, evaluation of hazardous materials, seismic evaluations, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

Verdantas is unaware of any previous or current agreements that the "Owner" has with other design firms for this specific project. Verdantas is proceeding on good faith that the "Owner" has fulfilled all legal obligations to other parties that may have participated in previous design work for the "Project". It is not our intent to dislodge or interfere with any ongoing agreement that "Owner" may have with other design entities. Also, Verdantas has not received nor is aware of any previous design schemes for this project prepared by other design firms.

August 18, 2025  
Project Number: 058.P000037652



## CLIENT FEEDBACK

Verdantas promotes a process of continuous improvement. As a valued partner, you can provide feedback on our performance at any time. Our commitment is to align our services to your needs and to create a successful client experience. Verdantas uses Client Savvy to solicit feedback from our clients at various stages of our consulting relationship. Periodically you may receive electronic surveys from our project manager linked through Client Savvy. These surveys can be completed in minutes and provide our team valuable feedback toward our continuous improvement. Thank you in advance for completing Client Savvy surveys when sent by our project manager.

## AUTHORIZATION AND TERMS

The work performed under this Scope of Work be governed by the terms of the Master Services Agreement entered into between the City of Richmond Heights and Verdantas. If the proposed Scope of Work, project costs, and contractual terms are acceptable to you, we request that you return one signed copy of this letter to us as written authorization to proceed.

**CLIENT Signature:** \_\_\_\_\_

**CLIENT Printed Name:** \_\_\_\_\_

**CLIENT Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



August 18, 2025  
Project Number: 058.P000037652



**Exhibit C:**  
**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
		CAD Designer II	\$135.00
Staff Scientist/Geologist I	\$120.00	CAD Technician I	\$105.00
Staff Scientist/Geologist II	\$135.00	CAD Technician II	\$120.00
Staff Scientist/Geologist III	\$150.00	CAD Technician III	\$130.00
Scientist/Geologist	\$165.00		
Senior Scientist/Geologist, 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 II	\$115.00		
Senior Construction Representative	\$130.00		

**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 11/22/2024