

City of Willoughby Hills

ORDINANCE NO. 2019-12

AN ORDINANCE AUTHORIZING THE EXPENDITURE OF FUNDS FOR PROFESSIONAL SERVICES PROVIDED BY RICHARD L. BOWEN + ASSOCIATES INC. FOR DESIGN COORDINATION OF 2019 PAVEMENT MARKINGS PROGRAM AND DECLARING AN EMERGENCY.

WHEREAS, the project consists of applying new pavement markings on all public streets within the City; and

WHEREAS, per the Engineer's Estimate, dated February 4, 2019, the projected cost for said project is \$60,378.00; and

WHEREAS, the scope of services for the abovementioned project are as follows: (1) Serve as the authorized representative of the City and supervise the execution of the project work, including resident coordination and meetings as needed; (2) Design and Document Preparation: Plans, specifications, cost estimate, and bid documents as needed; (3) Bidding Assistance: Respond to bidder questions, tabulate and evaluate bids, assess contractor's ability, and make recommendation for award; (4) Construction Administration: Respond to contractor questions, review contractor submittals, perform site visits, review change orders, review contractor payments, perform punch list and project close-out; and

WHEREAS, based on Section 2.2 and 2.3 of the "*Agreement between City of Willoughby Hills, Ohio & Richard L. Bowen + Associates Inc. for City Engineering Services*", the Base Professional Services fee is estimated to be:

1.	Professional Services Fee, including an estimated <u>\$100.00</u> for reimbursable expenses invoiced at 1.1 times direct cost, is based on an estimated construction cost of \$60,378.00* (*Engineer's Estimate prepared by Kevin Trepal, 02/04/2019)	\$ 7,245.00
A.	75% to be invoiced at completion of plans	\$ 5,434.02
B.	Remaining 25% payable in pro rata monthly payments	\$11,811.34
Total Base Fee		\$ 7,245.00
Please note, the actual Professional Services Fee will be based on the actual cost of construction, therefore will not be determined until construction is complete and the cost is known.		

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOUGHBY HILLS, COUNTY OF LAKE, STATE OF OHIO THAT:

SECTION 1. The Mayor is hereby authorized and directed to accept the proposal, dated February 4, 2019, as submitted by Richard L. Bowen + Associates Inc., consisting of three (3) pages, attached hereto as the "Exhibit A", providing services specifically for the 2019 Pavement Marking Program.

SECTION 2. The Finance Director is hereby authorized to provide a city-issued purchase order for said authorized expenditure in accordance with the terms and conditions contained in the three-page proposal, dated February 4, 2019, submitted by Richard L. Bowen + Associates Inc., attached hereto as the "Exhibit A".

SECTION 3. The actions of this Council concerning and relating to the passage of legislation were conducted in lawful meetings of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in compliance with all legal requirements including Chapter 107 of the Codified Ordinances of the City of Willoughby Hills.

SECTION 4. This Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willoughby Hills, insofar as it provides for the usual daily operation of the municipality and further reason being that the City requires the professional services to immediately proceed with the 2019 Pavement Markings Program critical to maintain the integrity of the roadway; wherefore this Ordinance shall be in full force and take effect from and after its adoption and approval by the Mayor.

PASSED: February 14, 2019

Submitted to the Mayor for his approval
on this 14 day of February, 2019

ATTEST:

Victoria Ann Savage
Victoria Ann Savage, CMC
Clerk of Council

Nancy E. Fellows
Nancy E. Fellows
President of Council

Approved by the Mayor

February 14 2019

Robert M. Weger
Robert M. Weger
Mayor