

City of Willoughby Hills

Interoffice Memo

Date: May 13, 2014

To: Mayor Robert Weger and Members of City Council

From: Frank Brichacek, Director of Finance *FJB*

Subject: 2014 Operating Budget Revision -
Street Construction, Maintenance & Repair Fund 250 – Eagle
Road/Kennelly Drainage Study LCSMD Project

This memorandum is a request an increase in the appropriation of the Street Construction, Maintenance & Repair Fund 250 of \$6,700, from \$955,100 to \$961,800, to provide for a drainage study to develop a plan to improve drainage and to alleviate flooding of residential properties and the public roadway in the Eagle Road area. The Lake County Stormwater Management Department has made a grant to the City to fully finance this project.

In addition to the requested appropriation change, I will be requesting that the Lake County Budget Commission increase by \$6,700 the estimated resources of the Street Construction, Maintenance & Repair Special Revenue Fund No. 250.

If you have any questions regarding this appropriation change, do not hesitate to contact me. If you have any questions regarding the project itself, please contact Street Superintendent Nate Catania, City Engineer Pietro DiFranco or Mayor Robert Weger.

Attachment

C: Debbie Doles, Assistant Finance Director

Frank Brichacek

From: Nate Catania [natecatania@willoughbyhills-oh.gov]
Sent: Monday, May 05, 2014 1:55 PM
To: 'Frank Brichacek'
Cc: 'Daniel J. Collins'; 'Pietro DiFranco'; 'Robert Weger'
Subject: FW:
Attachments: storm will hills_001.pdf

Frank,

Attached is the go ahead from the County on Eagle Road – Kennelly drainage study. Please allocate funds and give a project number. We can then tell the Engineer to begin. Thank you.

From: Miller, Tim [mailto:Tim.Miller@lakecountyohio.gov]
Sent: Monday, May 05, 2014 11:05 AM
To: Nate Catania (NateCatania@willoughbyhills-oh.gov)
Subject: FW:

Here you go.

Timothy A. Miller, MPA, CMSAS
Director, Lake County Stormwater Management Dept.

From: Elszasz, Amy
Sent: Thursday, April 24, 2014 4:26 PM
To: Miller, Tim; Falcone, Jo Marie
Subject:

Please find attached a signed copy of a request submitted to the Board of Commissioners.
Thank you for your attention.

Amy Elszasz, Clerk
Lake County Board of Commissioners
105 Main Street
Painesville, OH 44077
PH: (440)350-2753
FAX: (440)350-2672

GIS in file

STORMWATER MANAGEMENT DEPARTMENT

CRIG-T MILLER
C-J DIMARE



Lake County, Ohio

MEMORANDUM

To: Daniel P. Troy, President, Board of County Commissioners
 Robert E. Aufuldish, Commissioner
 Judy Moran, Commissioner

From: Timothy A. Miller, Director, Stormwater Management Department

Date: April 15, 2014

RE: City of Willoughby Hills Project Request

PROVIDING STORMWATER SERVICES FOR:

- City of
 - Kirtland
 - Mentor-on-the-lake
 - Painesville
 - Willoughby Hills
 - Willowick
- Township of
 - Concord
 - Madison
 - Painesville
- Village of
 - Fairport Harbor
 - Grand River
 - Kirtland Hills
 - Lakeline
 - Madison
 - Perry
 - Timberlake

Commissioners, the City of Willoughby Hills has funding assistance for the Eagle Road/Kennelly Road Preliminary Drainage Study. The storm sewer in this area has design inefficiencies which allow stormwater runoff to back up and flood residential properties and public roadways. The City has solicited quotes from survey firms and has received a quote from their City Engineer to perform this analysis. The total cost to complete the study has been estimated at \$6,660.00.

Please accept this memorandum as a recommendation to authorize the City to begin the study and provide reimbursement upon its completion. Thank you in advance for consideration of this request.

If you have any questions, please do not hesitate to contact me.

IN PARTNERSHIP WITH:

- Chagrin River Watershed Partners, Inc.
- Lake County General Health District
- Lake County Soil & Water Conservation District

Cc Joel Dimare, Budget Director-ORIGINAL
 Amy Elszasz, Clerk

APPROVED
 Commissioner Daniel P. Troy
 PRESIDENT
 Judy Moran
 of Lake County, Ohio
 Attest: Amy Elszasz
 CLERK
 4/24/14

RECEIVED
 2014 APR 17 PM 3:22
 FINANCE DEPT.
 DIV OF CO. COMM.
 LAKE CO., OHIO

Miller, Tim

From: Nate Catania <natecatania@willoughbyhills-oh.gov>
Sent: Monday, April 14, 2014 7:45 AM
To: Miller, Tim
Cc: 'Robert Weger'; 'Pietro DiFranco'; 'Daniel J. Collins'
Subject: FW: Eagle Road / Kennelly Road Drainage Study - FOLLOW-UP ON RECEIVED RFPs
Attachments: _Hovancsek RFP 03-26-14.pdf; 140403-eagle-road-Bowen-Proposal.doc; SKMBT_C55014040406550.pdf

Tim,

The City would like to request funds to begin a drainage study at Eagle and Kennelly to improve the drainage and alleviate flooding on properties. The following is a quote for Survey and Engineering. Survey \$4,500 and Engineering \$2,160. Total \$6,660.00. If you would like to visit the site, please give me a call. Thank you.

From: Daniel J. Collins [mailto:DCollins@RLBA.com]
Sent: Saturday, April 12, 2014 10:13 AM
To: Nate Catania
Cc: 'Robert WH Weger'; gloriamajeski@willoughbyhills-oh.gov; Pietro DiFranco
Subject: Eagle Road / Kennelly Road Drainage Study - FOLLOW-UP ON RECEIVED RFPs

Hi Nate.

The Engineering Department received 2 of 3 Request for Survey Services for the Eagle Road/Kennelly Road Drainage Study.

The Following is a summary of costs for the Survey proposals received:

- 1.) Mr. Daniel Laux, P.S.
Polaris Engineering & Surveying
34600 Chardon Road, Suite D
Willoughby Hills, OH 44094
(via e-mail: dani@polaris-es.com) **FEE: \$9,500.00** (received 04-02-14)
- 2.) Mr. Andrew K. Blackley III, P.E.
Stephen Hovancsek and Associates
Two Merit Drive
Richmond Heights, Ohio 44143
(via e-mail: ablackley@hovancsek.com) **FEE: \$4,500.00** (received 04-04-14)
- 3.) Mr. Stan R. Loch, P.E., P.S.
Aztech Engineering & Surveying
5425 Warner Road

Valley View, OH 44125
(via e-mail: aztechengineering@ameritech.net)

"DID NOT RESPOND"

Both Survey firms are well-qualified to provide the requested field survey services. I recommend Stephan Hovancsek and Associates (SHA) to perform the field survey.

Attached is the original Request for Professional Surveying Services along with SHA's "as-submitted" (2 files) proposal for your use should you want to proceed.

Please note that the above mentioned is solely for field survey services only. The Survey will be needed to perform the actual Drainage Study / Pipe Size / Pipe Layout recommendations at an additional fee.

The additional estimated fee for providing the actual Drainage Study & Recommendations is **\$2,160.00** (based off of 24 hrs under current RLB+A Agreement with the City (see "Additional Services"). A formal RLB+A proposal will need to be submitted.

Please let us know if you wish to proceed with either of the above mentioned so we can proceed and move forward on the proposed Project the Service Department would eventually be constructing.

As always, feel free to call with any questions.

Respectfully,

David J. Collins, P.E.
Assistant City Engineer
Richard L. Bowen + Associates, Inc.

City of Willoughby Hills
www.willoughbyhills-oh.gov

35405 Chardon Road
Willoughby Hills, Ohio 44094
(440) 975-3550
(330) 631-9774 cell
Email: dcollins@rlba.com

 Please consider the environment before printing this e-mail

From: Miller, Tim [<mailto:Tim.Miller@lakecountyohio.gov>]
Sent: Friday, March 21, 2014 9:14 AM
To: Nate Catania; Daniel J. Collins
Cc: 'Robert WH Weger'; Pietro DiFranco
Subject: RE: FOLLOW-UP RE: Eagle rd. area drainage

Okay, just let me know when you have a proposal from the Engineer.

Thanks,

Tim

*Timothy A. Miller, MPA, CMS4S
Director, Lake County Stormwater Management Dept.*

From: Nate Catania [<mailto:natecatania@willoughbyhills-oh.gov>]
Sent: Friday, March 21, 2014 7:39 AM
To: 'Daniel J. Collins'
Cc: 'Robert WH Weger'; 'Pietro DiFranco'; Miller, Tim
Subject: RE: FOLLOW-UP RE: Eagle rd. area drainage

Tim, Please hold up on our request. Thank you

From: Daniel J. Collins [<mailto:DCollins@RLBA.com>]
Sent: Thursday, March 20, 2014 1:37 PM
To: 'Nate Catania'
Cc: 'Robert WH Weger'; Pietro DiFranco
Subject: FOLLOW-UP RE: Eagle rd. area drainage

Hi Nate.

Following up with you from our site visit this morning on Eagle Road (near 37500 Eagle Road) and the e-mail below, in order to make sure this Project has an accurate budget for the required field surveying and Engineering Design, is there a chance you could please "rescind" your e-mail to Tim Miller (at Lake County) requesting the \$5,000.00 for Engineering?

We need to solicit three (3) Surveyors to get fees for the field survey. Then, we need to clarify and study the area some before we (RLB+A) can provide the City with an accurate proposal with the precise scope of services. This process makes for a much better form for budgeting.

I apologize if this seems to cause any delays and can appreciate the eagerness to get moving, but it help if we all know, more precisely what is involved in the Survey and Design and as previously mentioned the budget.

Respectfully,

Daniel J. Collins, P.E.
Assistant City Engineer
Richard L. Bowen + Associates, Inc.

City of Willoughby Hills
www.willoughbyhills-oh.gov

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From: Nate Catania [mailto:natecatania@willoughbyhills-oh.gov]
Sent: Thursday, March 20, 2014 9:31 AM
To: 'Miller, Tim'
Cc: 'Robert WH Weger'; Pietro DiFranco; Daniel J. Collins; 'Richard Helton'
Subject: Eagle rd. area drainage

Hello Tim,

We have a home on Eagle rd. that experiences frequent flooding. A large area adjacent to Eagle rd. flows into catch basins and storm sewers that work their way down to the Chagrin River. At one particular 90 degree turn the water exceeds the turn and comes out of the catch basin and causes flooding to this home. Since it is such a large drainage area and there are multiple drainage issues in that area, I did a site visit with the assistant City Engineer and we concluded that some survey and study was needed before any fix. I would like to request a sum of \$ 5,000.00 for Engineering for said project " Eagle Road Drainage area ". Thank you for your consideration.

Nate Catania
City of Willoughby Hills Service Superintendent
440-343-2484

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