

RESOLUTION NO 10, 2023

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO
A CONTRACT WITH MA DESIGN SERVICES FOR PROFESSIONAL
LANDSCAPE DESIGN SERVICES FOR THE RONALD REAGAN HIGHWAY
AND MONTGOMERY ROAD ROUNDABOUT**

WHEREAS, Section 9.03 of Article IX of the Charter of the City of Montgomery, Ohio, provides the method under which the City Manager shall make certain purchases and enter into contracts on behalf of the City; and

WHEREAS, it is appropriate to provide contract authority for professional services that are generally not subject to competitive bidding but will exceed a total of Fifty Thousand Dollars (\$50,000) in a calendar year; and

WHEREAS, the Administration requested Letters of Interest from landscape design firms which may be interested in assisting the City in designing certain landscape improvements in and around the Ronald Reagan Highway and Montgomery Road Roundabout; and

WHEREAS, multiple firms submitted responses which were reviewed by an Advisory Committee with the Administration, which included the City Staff and interested City volunteers; and

WHEREAS, MA Design Services submitted a Letter of Interest which was reviewed and recommended for approval by the Advisory Committee; and

WHEREAS, it is the desire of the Council of the City of Montgomery to enter into a contract with MA Design Services to perform landscape design services for the City in conjunction with the Ronald Reagan Highway and Montgomery Road Roundabout.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Montgomery, Hamilton County, Ohio, that:

SECTION 1. The City Manager is hereby authorized to enter into a contract with MA Design Services to assist the City in designing certain landscape improvements in and around the Ronald Reagan Highway and Montgomery Road Roundabout, according to the schedule submitted by MA Design Services, attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. The City Manager is hereby authorized to pay MA Design Services according to the rates set forth in said schedule within the anticipated project scope not to exceed \$205,000.

SECTION 3. This Resolution shall be in full force and effect from and after its passage.

PASSED: March 1, 2023

ATTEST: Connie M. Gaylor
Connie M. Gaylor, Clerk of Council

Craig D. Margolis
Craig D. Margolis, Mayor

APPROVED AS TO FORM:
Terrence M. Donnellon
Terrence M. Donnellon, Law Director

Phase/Task	Landscape (Human Nature)	Fee
Design Development/VE		
Design refinements based on Owner feedback		\$ 7,600.00
Review value engineering options and refine design		\$ 3,930.00
Update plans for new cost effort		\$ 4,675.00
Review value engineering options with Owner		\$ 970.00
Cost estimate input and review		\$ 2,135.00
Input on site elements detailed by others: lighting location, structures, walls, signs, grading/drainage, pavement cross sections		\$ 3,440.00
Design and/or Owner Team Meetings (assumes 3)		\$ 2,160.00
Update 3D model - site elements		\$ 3,170.00
		\$ 28,080.00
Construction Documents		
Design refinements based on approved VE		\$ 3,105.00
Hardscape Plan - types, finishes, jointing		\$ 10,350.00
Planting Plan, Schedule & Details		\$ 12,400.00
Irrigation Plan - consultant fee		\$ 3,500.00
Irrigation Coordination		\$ 1,825.00
Specifications		\$ 2,685.00
Input on site elements detailed by others: lighting location, structures, walls, signs, grading/drainage, pavement cross sections		\$ 5,000.00
Design and/or Owner Team Meetings (assumes 4) & associated follow-up		\$ 2,680.00
Assist architect in coordinating permit review		\$ 2,410.00
Prepare permit-ready drawings		\$ 4,225.00
Revise drawings to address permit-reviewer comments		\$ 2,655.00
Attend pre-bid meeting		\$ 720.00
Respond to bidder RFIs		\$ 1,635.00
Assist in reviewing/evaluating bids		\$ 1,650.00
		\$ 54,840.00
Construction Documents Subtotal		
Construction Phase/Construction Administration (as needed)		

Attend pre-construction meeting	\$ 310.00
Respond to RFIs (assumes up to 10)	\$ 2,340.00
Review Submittals & shop drawings	\$ 2,650.00
Perform 20 site visits and provide field reports	\$ 13,400.00
Perform final punchlist walk through and document	\$ 2,060.00
Provide as-builts based on in-field contractor mark-ups	\$ 3,930.00
Project close-out	\$ 2,060.00

Construction Phase/Construction Administration Subtotal **\$ 26,750.00**

Phase/Task	Structural Engineering (Schaefer)	Fee
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Design Development/VE

Coordination efforts with all design team members, including attendance at design team meeting.
 Prepare drawings with preliminary foundation and framing plans with members located and sized.
 Prepare drawings with preliminary foundation and framing details, including site retaining walls.
 Prepare preliminary outline General Structural Notes.

Design Development/VE Subtotal **\$ 6,000.00**

Construction Documents

Prepare Construction Documents for the building's primary structural system for bid, permit and construction. See project description for assumed construction type.
 Prepare General Structural Notes included in the structural drawings.
 Coordination efforts with all design team members, including attendance at design team meetings.

Construction Documents Subtotal **\$ 4,000.00**

Construction Phase/Construction Administration (as needed)

Response to information and clarification requests by the construction team.
 Document revision bulletins if required.
 Review of submittals for structural system components such as concrete mixtures, steel framing, post tension, and rebar placement.
 Up to (2) visits to the site during construction to observe the progress of construction, followed by written observation report.

Construction Phase/Construction Administration Subtotal **\$ 3,500.00**

Civil Engineering (Strand Associates)

Fee

Design Development/VE

Attend meetings with MA Design, the Ohio Department of Transportation (ODOT), and the City of Montgomery.	\$ 2,400.00
Develop maintenance of traffic (MOT) drawings for construction of the proposed work. MOT drawings are anticipated to include notes (including sequence of construction note) and plan sheets. Plan sheets will be developed for one MOT phase; additional MOT phases are not anticipated to require plan sheets but will be described in the notes and follow procedures established in ODOT standard drawings.	\$ 3,200.00
Prepare a photometric layout.	\$ 1,500.00
Prepare one plan sheet identifying light pole, power source, and conduit locations and relevant construction notes and details.	\$ 400.00
Prepare a plan sheet identifying the water service layout to connect from the existing water main to the proposed irrigation system. Plan sheet will include relevant notes and details.	\$ 2,400.00
Develop a grading plan in collaboration with the design team. Prepare one grading sheet with proposed contours or spot elevations, as needed.	\$ 5,000.00
Provide design services and develop one plan and profile sheet for new storm sewer installation, if necessary.	\$ 2,100.00

Design Development/VE Subtotal **\$ 17,000.00**

Construction Documents

Attend meetings with MA Design, the Ohio Department of Transportation (ODOT), and the City of Montgomery.	\$ 1,400.00
Prepare and submit a right-of-way permit to ODOT.	\$ 1,800.00
Develop maintenance of traffic (MOT) drawings for construction of the proposed work. MOT drawings are anticipated to include notes (including sequence of construction note) and plan sheets. Plan sheets will be developed for one MOT phase; additional MOT phases are not anticipated to require plan sheets but will be described in the notes and follow procedures established in ODOT standard drawings.	\$ 1,600.00
Prepare one plan sheet identifying light pole, power source, and conduit locations and relevant construction notes and details.	\$ 3,000.00
Prepare a plan sheet identifying the water service layout to connect from the existing water main to the proposed irrigation system. Plan sheet will include relevant notes and details.	\$ 2,400.00
Develop a grading plan in collaboration with the design team. Prepare one grading sheet with proposed contours or spot elevations, as needed.	\$ 2,300.00
Provide design services and develop one plan and profile sheet for new storm sewer installation, if necessary.	\$ 1,000.00

Construction Documents Subtotal **\$ 13,500.00**

Phase/Task

Cost Estimating (JS Held)

Fee

Design Development/VE

50% DD/VE Pricing
100% DD Pricing (as needed)

\$ 4,000.00
\$ 4,000.00

Design Development/VE Subtotal

\$ 8,000.00

Phase/Task	Architecture (MA Design)	Fee
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Design Development/VE

- Coordination of consultants
- Coordination of custom light fixture
- Prepare plan/section/elevations of monument and surrounding hardscape/fence/walls
- Preliminary sheet specifications
- Design and/or Owner Team Meetings (assumes 3)

Design Development/VE Subtotal **\$ 23,700.00**

Construction Documents

- Coordination of consultants
- Prepare drawings for permit and submission to NIC including site plan, floor and ceiling plans, roof plan, elevations, section(s) Specifications
- Design and/or Owner Team Meetings (assumes 4) & associated follow-up
- Permit comment and revisions

Construction Documents Subtotal **\$ 28,800.00**

Construction Phase/Construction Administration (as needed)

- RFI/Submittal Reviews
- Site visits (assumes 2) with field observation reports
- Project Manager's time for general coordination/communication with GC

Construction Phase/Construction Administration Subtotal **\$ 6,200.00**
