

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH FINKBEINER, PETTIS & STROUT, INC. FOR PROFESSIONAL ARCHITECTURAL SERVICES IN CONNECTION WITH THE TOWN HALL REMODELING

WHEREAS, the Council has been informed that Finkbeiner, Pettis & Strout, Inc. will perform professional architectural services for the Town Hall remodeling at a cost not to exceed \$143,000.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That the Mayor and the Finance Director be, and they hereby are, authorized and directed to enter into an agreement with Dale Sweringen of Finkbeiner, Pettis & Strout, Inc. for professional architectural services in connection with the Town Hall remodeling project at a cost not to exceed \$143,000.

SECTION 2. That there is hereby appropriated from the D-1-5 Construction Loan Fund the sum of \$143,000.

SECTION 3. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: December 18, 2001

Michael J. Lyons
President of Council

Donald J. Larsen
Mayor

Dated: 12/19/2001

ATTEST:

Carole Gibron
Clerk of Council

November 6, 2001

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Mr. Roger Swan
Director of Zoning
Village of Richfield
4410 Streetsboro Rd.
P.O. Box 387
Richfield, OH 44286-0387

Re: Request for Proposal
Renovation of the Existing
Richfield Village and Township Hall

Dear Roger:



We are pleased for the opportunity to present this proposal for professional architectural and engineering services with respect to the above referenced project. Recently FPS completed the programming and preliminary plan and elevation development of the proposed renovation and expansion of the current Village and Township Hall. While there are further refinements to be considered in terms of adjustments to building layouts (Mayor' suite, Service Dept, etc.), this plan concept will form the reference point for our proposal.

The services we propose to provide are, except as otherwise noted, enumerated under Article 2 Scope of Architect's Basic Services as described in AIA Document B151-1997, Abbreviated Standard Form of Agreement Between Owner and Architect (copy attached). In addition to the Architect's Basic Services as noted, we will provide services to investigate existing conditions of the facility to make measured drawings thereof and to verify the accuracy of existing drawings (currently listed as Optional Additional Services 3.4.6 and 3.4.7 of Article 3 Additional Services). The following assumptions are made with respect to our scope of services:

1. One prime contractor will be performing construction services. Under this scenario. We assume a general contractor will obtain sub contractors for mechanical, plumbing and electrical work.
2. The construction process will not be phased. In order to obtain design and construction cost efficiency and to expedite the completion schedule, we recommend that the current Village and Township business functions be moved off site to allow the contractor free reign during the renovation. This will reduce the cost of professional design fees since interim mechanical, plumbing, communications and electrical services in addition to the separation of construction areas versus occupied areas do not have to be engineered in the contract documents. Further construction cost savings result when contractors can maintain a normal sequence of operations and not have to continuously remobilize their crews and subs.
3. The selection of a standing seam versus an asphalt shingle roof will be made during the Design Development Phase of the project and will not be made on the alternate bid process. This will reduce design fees since detailed engineering will not be required to define the details of each system. The selection cost will be based on design development cost estimates.

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4. Our proposal **does not** include site design and engineering, as this will be proposed at a later date when the Village obtains necessary as-built information. When this information is available, it will enable us to more accurately determine the magnitude of design effort involved. However, we have included the design of electrical loads for the renovated Village and Township Hall as well as future building, site and recreational facilities.

Services not included:

1. The survey, design or removal of hazardous material. We recommend that, in the absence of a hazardous materials survey, the Village obtain a consultant to provide this information as soon as possible. FPS can provide the names of several firms that can perform this service for the Village.
2. Site survey, soil borings and material testing during construction. The drawings of the new Safety Building included a topographical survey prepared by Rolling & Hocevar, Inc. While this survey contains pertinent information on the Village and Township Hall including existing floor elevations, perimeter dimensional lengths etc., additional information may be required. With respect to soil borings, the new Safety Building was designed with shallow foundations, which indicate to us that soil-bearing pressures may not be a problem. However, some test borings may be required to verify spot areas for special load transfer applications and bearing conditions that may be made as a result of the renovation. Material testing will be required during the construction phase to determine material compliance with specifications and include concrete testing, steel connections etc. We highly recommend that the Village contract for these services directly in lieu of having the contractor provide them to assure objectivity. For budgetary purposes, we estimate these additional services should not exceed \$2,500.00.

Our fee to perform the above scope of services will be a lump sum of \$139,820.00 plus reimbursable expenses as enumerated under Article 10 (10.2 Reimbursable Expenses). Please note that Item 10.2.1.4, expense of overtime work requiring higher than regular rates, will not be applicable as a reimbursable expense.

We are prepared to begin this project immediately, and will commit any resources necessary towards its successful completion. Thank you for the opportunity to submit this proposal and should you have any questions or comments, please feel free to contact us.

Sincerely,


Dale Swearingen AIA

Cc: G. Turner
D. Castele