

Sponsor: Biggs/Call

RESOLUTION NO. 30-20

A RESOLUTION OF THE LEGISLATIVE AUTHORITY OF THE CITY OF JACKSON, OHIO AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE AND SAFETY TO ACCEPT THE PROPOSAL OF CT CONSULTANTS TO PROVIDE ENGINEERING SERVICES TO DETERMINE THE PROJECTED EXCESS CAPACITY OF THE CITY'S WATER AND SEWER SYSTEM AT THE FORMER MERIDIAN FACTORY SITE.


WHEREAS, CT Consultants, Inc. has submitted a proposal to provide engineering services to determine the projected excess capacity of the City's water and sewer system at the former meridian factory site; and

WHEREAS, it has been determined that the estimated cost of \$10,000 is lower than the statutory amount requiring bid and is, furthermore, for professional services; and

NOW, THEREFORE, BE IT RESOLVED THAT THE LEGISLATIVE AUTHORITY OF THE CITY OF JACKSON HEREBY AUTHORIZES THE MAYOR OR DIRECTOR OF SERVICE AND PUBLIC SAFETY OF THE CITY OF JACKSON, OHIO TO ACCEPT THE PROPOSAL FOR ENGINEERING SERVICES OF CT CONSULTANTS AS ATTACHED HERETO.

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


PASSED AND ADOPTED by the Legislative Authority of the Political Subdivision on this 24<sup>th</sup> day of August, 2020.

  
\_\_\_\_\_  
President of Council

ATTEST:

  
\_\_\_\_\_  
Clerk of the Legislative Authority

Approved this 24<sup>th</sup> day of August, 2020.

  
\_\_\_\_\_  
Mayor



May 4, 2020

Mr. David Swackhammer  
Service/ Safety Director  
145 Broadway Street  
Jackson, Ohio 45640

*Re: Proposal for Determining the Projected Excess Capacity of the City's Water and Sewer System at the Old Meridian Factory Project Site*

Dear Mr. Swackhammer:

CT Consultants, Inc. is pleased to submit this proposal for the referenced project. We understand that the City desires to understand what excess water and wastewater capacity exists at the referenced site. Therefore, we propose to provide Engineering Services to the City of Jackson in accordance with the terms and conditions set forth herein.

#### I. STUDY SERVICES

1. The project site, often called the old Meridian Factory, is about 43 acres currently owned by the Jackson County Community Improvement Corporation. It is located on the northeast corner of OH-93 and McCarty Lane.
2. Interview City staff online to better understand existing conditions of the City systems serving the site.
3. Gather mapping and other information from the City about the utilities surrounding the site.
4. Gather all flow data from the City that is available including nearby hydrant tests, flow meter information at the WWTP and WTP, and flowmeter data from booster stations and lift stations that serve the site.
5. Perform a desktop analysis of the water system and wastewater system capacities based on pipe diameters, slopes, and alignments.
6. Incorporate all analysis results and relevant information gathered into a study memo that details the projected excess capacity for both water and wastewater at the identified site.



## II. INFORMATION / SERVICES PROVIDED BY CITY

The Client will provide information or services, which may include, but are not necessarily limited to, the following:

1. Meet with CT to provide them with the various criteria for the project. Some examples of this information could be operational parameters and constraints, space requirements, and performance requirements, desired options, and any budgetary limitations.
2. Furnish copies of Client's design details, construction standards, contract documents, and specifications as may be applicable.
3. Furnish CT with other available information pertinent to the project including previous reports and other data relative to design or construction of the project that may be relied upon.
4. Give timely notice to CT whenever the Client observes or otherwise becomes aware of any development that affects the scope or timing of CT's services.
5. The City will pay all permit and application fees for the OEPA reviews.

## III. FEE ESTIMATE AND BILLING

Our lump sum fees for the completion of above Scope of Services will be invoiced monthly based on an estimate of the percent of work completed.

Site Capacity Study: \$10,000.00

The attached Standard Terms and Conditions are part of this agreement and binding for CT Consultants and the Client.

Invoices will be submitted monthly and considered payable within 30 days of receipt of invoicing. Invoices will be submitted on the basis of a CT Consultants estimated percent of completed work applied to the lump sum fee.

## V. SCHEDULE

In accordance with the current overall schedule as we understand, CT will submit completed plans to the City within 30 days after authorization.

## VI. ADDITIONAL SERVICES

If authorized in writing, Engineer shall furnish Additional Design Services as requested.



VII. CLOSURE

If you concur with these terms and conditions and wish us to proceed with the aforementioned work, please sign below. Upon receipt of one (1) executed copy, we will proceed with the work. Fees and terms stated herein are valid for sixty days from the date of this proposal. Please contact me if you have any questions regarding this proposal. We look forward to the opportunity to provide professional services to the City of Jackson, Ohio.

Respectfully,

CT CONSULTANTS, INC.

A handwritten signature in black ink that reads "Bill Martt".

Bill Martt, P.E.

WJM/saa

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Accepted by:

A handwritten signature in black ink, appearing to read "B. Royman", written over a horizontal line.  
City of Jackson Authorized Signature

A handwritten date "8-24-20" written in black ink over a horizontal line.  
Date