

RECORD OF RESOLUTIONS

Resolution No. 2019-AA

August 26, 2019

City of Bellbrook

Resolution No. 2019-AA

A Resolution Authorizing the City Manager to Enter Into an Agreement with LJB, Inc. for Preliminary Design Engineering Services for Pedestrian Improvements on the Franklin Street Bridge.

WHEREAS, The City of Bellbrook was awarded a grant through Miami Valley Regional Planning Commission's Transportation Alternatives Program for pedestrian improvements to the Franklin Street Bridge; and

WHEREAS, LJB, Inc. was retained to create and submit the application for the grant and has working knowledge of the project; and

WHEREAS, The City of Bellbrook must complete preliminary design engineering in order to begin the project; and

WHEREAS, The City of Bellbrook wishes to retain the services of LJB, Inc. for preliminary design engineering services through stage one related to the Franklin Street Bridge Project in the amount of \$35,680; and

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. That the City Manager is hereby authorized to enter into an agreement with LJB, Inc. for their services to an amount not to exceed \$35,860 for stage one of the project.

Section 2. That this resolution shall take effect and be in force forthwith.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council



**PRICE PROPOSAL FOR
PRELIMINARY THROUGH STAGE 1
GRE-SR725-1.91 SIDEWALK / BRIDGE**

August 9, 2019

PREPARED FOR:

City of Bellbrook
Attention: Melissa Dodd

15 East Franklin Street
Bellbrook, Ohio 45305

PREPARED BY:

LJB Inc.

2500 Newmark Drive
Miamisburg, OH 45342
(937) 259-5000

Daniel W. Springer, P.E., PMP
dspringer@LJBinc.com



August 9, 2019

Ms. Melissa Dodd
City of Bellbrook
City Manager
15 East Franklin Street
Bellbrook Ohio 45305

Re: Cost Proposal for **PART 1: Preliminary Design through Stage 1 Plans for GRE-SR725-1.09 Sidewalk and Bridge Rehabilitation**

Dear Ms. Dodd:

Thank you for the opportunity to submit our proposal for the preliminary engineering services for the subject project. The tasks included in this fee proposal support submittal of the Stage 1 Plans.

We have based our fees upon our experience with similar projects, a site visit, and the scope meeting with the City and ODOT District 8 on July 8, 2019. The lump sum fee to complete the scope of work is **\$35,680**.

Included is the following information:

- > Proposal Cost Summary
- > Proposed Overhead and Cost of Money Rates
- > Proposed Hours
- > Non-Labor Direct Cost Summary
- > Project Schedule
- > Appendix A – Scope of Services Documents (blue divider)
 - o Project Narrative

If you have any questions or require additional information, please contact our project manager, Dan Springer at (937) 259-5192 or dspringer@LJBinc.com. You can also contact me at (937) 259-5190 or RNorman@LJBinc.com. We look forward to working with you to achieve a successful completion of this project.

Sincerely,
LJB Inc.

Daniel W. Springer, P.E., PMP
Principal and Project Manager

Ralph E. Norman, P.E.
Transportation Practice Leader

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Project Narrative	



LJB PROPOSAL COST SUMMARY

C-R-S		PROPOSAL COST SUMMARY										Version: Feb 2017
Consultant:	LJB Inc.											
Agreement No.	N/A				State Average Overhead Rate	155.27%						
Modification No.	N/A				Consultant Overhead Rate:	179.80%						
PID No.	110612				Cost of Money:	0.22%						
Proposal Date	6/9/2019				Net Fee Percentage:	11%						
	No. of Units	Average Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost		
Task Description												
AUTHORIZED TASKS:												
1 - Planning Phase												
TOTAL 1- Planning Phase			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2 - Preliminary Engineering Phase												
2.1 - Develop Preliminary Alternatives												
2.1.A - Prepare and Complete Feasibility Study Report												
TOTAL 2.1 - Develop Preliminary Alternatives			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.2 - Perform Environmental Field Studies												
TOTAL 2.2 - Perform Environmental Field Studies			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.3 - AER Design												
2.3.A - Field Survey and Aerial Mapping												
2.3.A.A - Project Control, Benchmarks, and Reference Points												
2.3.A.B - Monumentation recovery												
2.3.A.C - Base Mapping (incl. field verify.)												
2.3.A.D - Drainage Survey (stream cross sections)												
2.3.A.E - Bridge Survey												
2.3.A.F - Establish property lines, tax id, & ownerships on base map												
2.3.A.G - Property Owner Notification												
2.3.B - Roadway												
2.3.B.A - Design Criteria												
2.3.B.B - Conceptual Typical Sections												
2.3.B.C - Horizontal Alignment and Vertical Profile - Mainline												
2.3.B.D - Plan and Profile - Crossroads												
2.3.B.F - Conceptual cross sections												
2.3.B.H - Analyze Drive Locations												
2.3.B.I - Identify Construction Limits												
2.3.C - Drainage												
2.3.C.A - Drainage Design Criteria Forms (LD-35)												
2.3.C.C - Hydraulically size all major storm sewer trunk lines												
2.3.C.E - Conceptual BMP												
2.3.C.F - Estimate impact to wetlands, streams, & other regulated waters of the US and potential wetland mitigation												
2.3.F - Maintenance of Traffic												
2.3.F.C - Conceptual MOT Plan (Without MOTAA)												
2.3.G - Utilities												
2.3.G.A - Utility Coordination and Documentation												
2.3.H - Miscellaneous												
2.3.H.I - Determine need for Design Exception												
TOTAL 2.3 - AER Design			111	\$3,667	\$6,593	\$8	\$92	\$1,030	\$11,389			
2.4 - Prepare Cost Estimates												
TOTAL 2.4 - Prepare Cost Estimates			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.5 - AER Submittal and Other Studies												
TOTAL 2.5 - AER Submittal and Other Studies			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.6 - Public Involvement/Coordination												
TOTAL 2.6 - Public Involvement/Coordination			0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
2.7 - Stage 1 Design												
2.7.A - Roadway												
2.7.A.A - Title Sheet												
2.7.A.B - General Notes												
2.7.A.C - Schematic Plan												
2.7.A.D - Typical Sections												
2.7.A.E - Cross Sections												
2.7.A.F - Plan and Profile - Mainline												
2.7.A.G - Plan and Profile - Crossroads												
2.7.A.I - Superelevation Table												
2.7.A.J - Intersection Details												
2.7.A.L - Driveway Details												
2.7.A.M - Design Exception Request												
2.7.A.N - Traffic Control												
2.7.B - Drainage												
2.7.B.A - Storm Sewer Profiles												
2.7.B.D - Drainage Calculations												
2.7.B.E - BMP Design												
2.7.C - Utilities												
2.7.C.A - Utility Coordination and Documentation												
2.7.C.B - Description of proposed water and/or sewer work												



C-R-S		PROPOSAL COST SUMMARY										Version: Feb 2017
Consultant:	LJB Inc.											
Agreement No.	N/A											
Modification No.	N/A											
PID No.	110612											
Proposal Date	8/9/2019											
		No. of Units	Average Hourly Rate	Total Hours	Labor Costs	Overhead Costs	Cost of Money	Direct Costs	Subcon Costs	Net Fee	Total Cost	
Task Description												
2.7.C.D - Add Utilities to Plan/Profile Sheets		#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.7.F - Structures - Design Report												
2.7.F.A - Bridge Design Report			\$40.06	8	\$320	\$576	\$1	\$0	\$0	\$90	\$987	
2.7.F.B - Final Structure Site Plan			\$40.41	42	\$1,697	\$3,051	\$4	\$0	\$0	\$477	\$5,229	
2.7.G - Miscellaneous												
2.7.G.C - Finalize Pavement Build up and subsurface drainage requirements			\$36.26	3	\$109	\$196	\$0	\$0	\$0	\$31	\$335	
2.7.H - Prepare C2 Cost Estimates and Update Milestones												
2.7.H.A - Roadway/Interchange Costs			\$39.19	10	\$392	\$705	\$1	\$0	\$0	\$110	\$1,207	
2.7.H.B - Right of Way		#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2.7.H.C - Utility Costs		#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
2.7.I - Lighting Plans		#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL - 2.7 - Stage 1 Design				169	\$6,312	\$11,349	\$14	\$0	\$0	\$1,772	\$19,447	
2.8 - Project Management for Preliminary Engineering Phase												
2.8.A - Meetings			\$50.27	12	\$603	\$1,085	\$1	\$0	\$0	\$189	\$1,858	
2.8.B - General Oversight			\$89.23	12	\$831	\$1,494	\$2	\$0	\$0	\$233	\$2,560	
2.8.C - Project Set Up			\$89.23	2	\$138	\$249	\$0	\$0	\$0	\$39	\$427	
TOTAL 2.8 - Project Management for Preliminary Engineering Phase				26	\$1,572	\$2,827	\$3	\$0	\$0	\$442	\$4,845	
2.9 - Limited Review												
TOTAL 2.9 - Limited Review				0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - 2 Preliminary Engineering Phase				306	\$11,551	\$20,768	\$25	\$92	\$0	\$3,243	\$35,680	
TOTAL AUTHORIZED PARTS				306	\$11,551	\$20,768	\$25	\$92	\$0	\$3,243	\$35,680	
IF-AUTHORIZED TASKS:												
		#DIV/0!		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL IF-AUTHORIZED PARTS				0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
GRAND TOTAL				306	\$11,551	\$20,768	\$25	\$92	\$0	\$3,243	\$35,680	



LJB PROPOSED OVERHEAD AND COST OF MONEY RATES



OHIO DEPARTMENT OF
TRANSPORTATION

CONSULTANT INDIRECT COST RATE
APPROVAL CERTIFICATE NO. 062902018-SPG-04

Based on ODOT's audit risk assessment procedures, we have performed a limited review of your company's cost submission. ODOT hereby approves use of the following rates on contracts that are partially or fully reimbursed using the cost-plus-fixed-fee contract type.

Company Name:	LJB Inc.
Based on Actual Costs Incurred for Fiscal Year End:	December 31, 2017
Effective Date (Approval Date):	June 29, 2018

APPROVAL TYPE:

This approval is granted based on a limited, correspondence desk review of your company's cost submission. This approval does not constitute a cognizant review, and ODOT reserves the right to make further inquiries regarding submitted costs and to perform more extensive review procedures or audit testing at any time.

CONCLUSION. The following rates were accepted as submitted.

Corporate Indirect Cost Rate:	179.80%
Facilities Capital Cost of Money (FCCM) Rate:	0.22%
Overtime Premium Eligible as Direct Cost? (†)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Note: The approved rates should be used for billings and cost proposals on contracts funded by the State of Ohio and/or Federal sources, including projects for ODOT and Ohio Local Public Agencies (LPAs). The above rates are based on the most recent cost information your Company submitted to ODOT. As more current cost information becomes available, it must be electronically submitted to the ODOT Office of External Audits via email (ODOT.Cost.Submissions@dot.state.oh.us). The submission is due no later than **six months** after the close of your Company's fiscal year (July 1 for all companies with a December 31 fiscal year end). See detailed requirements at <http://www.dot.state.oh.us/Divisions/Finance/Auditing/Pages/Consultants.aspx>. Failure to submit timely may result in the loss of your ODOT prequalification.

(†) Treatment of overtime premium is determined based on the company's policies. Overtime premium must be allocated consistently as either a direct or indirect cost on all contracts, regardless of type, reimbursement method, or individual contract terms. Companies that treat overtime premium as an indirect cost (overhead) must bill/invoice overtime hours at the straight-time pay rate.

Please send a return message to confirm receipt of this certificate. Thank you for your assistance during this review.

Manager approval by:

Scot P. Gormley

Financial Program Manager
ODOT Office of External Audits
1980 W. Broad St., Mail Stop 2140, Columbus, OH 43223
614.644.0384
transportation.ohio.gov

For ODOT Use Only

Posted to Master Schedule:	<input checked="" type="checkbox"/>
CSS Database Updated:	<input checked="" type="checkbox"/>
OEA Auditor:	<input checked="" type="checkbox"/> SPG <input type="checkbox"/> LH <input type="checkbox"/> TE
RA Tier:	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3



LJB PROPOSED HOURS

C-R-S		PROPOSAL LABOR SUMMARY									Version: Feb 2017	
Consultant:	LJB Inc.	Tasks that are not included in the scope.										
Agreement No.	N/A											
Modification No.	N/A											
PID No.	110612											
Proposal Date	8/6/2019											
Task Description	No. of Units	Professional IX	Professional VIII	Professional VII	Professional IV	Professional III	Professional I	Designer IV	Survey Technician	Total Hours	Cost	
AUTHORIZED TASKS:												
1 - Planning Phase												
TOTAL 1-Planning Phase	0	0	0	0	0	0	0	0	0	0	\$0	
2 - Preliminary Engineering Phase												
2.1 - Develop Preliminary Alternatives												
2.1.A - Prepare and Complete Feasibility Study Report												
TOTAL 2.1 - Develop Preliminary Alternatives	0	0	0	0	0	0	0	0	0	0	\$0	
2.2 - Perform Environmental Field Studies												
TOTAL 2.2 - Perform Environmental Field Studies	0	0	0	0	0	0	0	0	0	0	\$0	
2.3 - AER Design												
2.3.A - Field Survey and Aerial Mapping												
2.3.A.A - Project Control, Benchmarks, and Reference Points									4	4	\$122	
2.3.A.B - Monumentation recovery									4	4	\$129	
2.3.A.C - Base Mapping (incl. field verify)							16	16	20	52	\$1,604	
2.3.A.D - Drainage Survey (stream cross sections)									4	4	\$122	
2.3.A.E - Bridge Survey									4	4	\$122	
2.3.A.F - Establish property lines, tax id, & ownerships on base map									4	4	\$122	
2.3.A.G - Property Owner Notification									2	2	\$70	
2.3.B - Roadway												
2.3.B.A - Design Criteria			1							1	\$11	
2.3.B.B - Conceptual Typical Sections										1	\$6	
2.3.B.C - Horizontal Alignment and Vertical Profile - Mainline				2						10	\$357	
2.3.B.D - Plan and Profile - Crossroads										6	\$6	
2.3.B.E - Conceptual storm sections										3	\$109	
2.3.B.H - Analyze Drive locations			1			2				3	\$109	
2.3.B.I - Identify Construction Limits						2				2	\$74	
2.3.C - Drainage												
2.3.C.A - Drainage Design Criteria Forms (LD-35)										3	\$6	
2.3.C.C - Hydraulically size all major storm sewer trunk lines										3	\$6	
2.3.C.E - Conceptual BMP										3	\$6	
2.3.C.F - Estimate impact to wetlands, streams, & other regulated waters of the US and potential wetland mitigation				2		4				6	\$219	
2.3.F - Maintenance of Traffic												
2.3.F.C - Conceptual MOT Plan (Without MOTAA)					1	4				5	\$179	
2.3.G - Utilities												
2.3.G.A - Utility Coordination and Documentation	1				5					6	\$204	
2.3.H - Miscellaneous												
2.3.H.I - Determine need for Design Exception						1				1	\$74	
TOTAL 2.3 - AER Design	1	0	0	14	24	16	16	16	40	111	3696.99	
2.4 - Prepare Cost Estimates												
TOTAL 2.4 - Prepare Cost Estimates	0	0	0	0	0	0	0	0	0	0	\$0	
2.5 - AER Submittal and Other Studies												
TOTAL 2.5 - AER Submittal and Other Studies	0	0	0	0	0	0	0	0	0	0	\$0	
2.6 - Public Involvement/Coordination												
TOTAL 2.6 - Public Involvement/Coordination	0	0	0	0	0	0	0	0	0	0	\$0	
2.7 - Stage 1 Design												
2.7.A - Roadway												
2.7.A.A - Title Sheet						2				2	\$70	
2.7.A.B - General Notes						2				2	\$70	
2.7.A.C - Schematic Plan				1		8				9	\$319	
2.7.A.D - Typical Sections				2		6				8	\$287	
2.7.A.E - Cross Sections				3		12				15	\$536	
2.7.A.F - Plan and Profile - Mainline				4		24				28	\$994	
2.7.A.G - Plan and Profile - Crossroads										3	\$6	
2.7.A.I - Super-elevation Table										3	\$6	
2.7.A.J - Intersection Details			2			6				8	\$287	
2.7.A.L - Driveway Details				1		4				5	\$179	
2.7.A.M - Design Exception Request										1	\$6	
2.7.A.N - Traffic Control				2		4				6	\$219	
2.7.B - Drainage												
2.7.B.A - Storm Sewer Profiles			1			4				5	\$179	
2.7.B.D - Drainage Calculations				2		4				6	\$219	
2.7.B.E - BMP Design										2	\$6	
2.7.C - Utilities												
2.7.C.A - Utility Coordination and Documentation					5	7				12	\$439	
2.7.C.B - Description of proposed water and/or sewer work										3	\$6	
2.7.C.D - Add Utilities to Plan/Profile Sheets										3	\$6	
2.7.F - Structures - Design Report												
2.7.F.A - Bridge Design Report				4						4	\$320	
2.7.F.B - Final Structure Site Plan			4	8		30				42	\$1,697	
2.7.G - Miscellaneous												
2.7.G.C - Finalize Pavement Build up and subsurface drainage requirements					1	2				3	\$109	
2.7.H - Prepare C2 Cost Estimates and Update Milestones												
2.7.H.A - Roadway/Interchange Costs			2	2		6				10	\$392	
2.7.H.B - Right of Way										0	\$0	
2.7.H.C - Utility Costs										0	\$0	
2.7.I - Lighting Plans										0	\$0	
TOTAL - 2.7 - Stage 1 Design	0	4	14	26	121	4	0	0	0	169	6311.83	
2.8 - Project Management for Preliminary Engineering Phase												
2.8.A - Meetings		3	3		3	3				12	\$603	
2.8.B - General Oversight			12							12	\$831	
2.8.C - Project Set Up			2							2	\$139	
TOTAL 2.8 - Project Management for Preliminary Engineering Phase		17	3	0	3	3	0	0	0	24	\$1,573	
2.9 - Limited Review												
TOTAL 2.9 - Limited Review	0	0	0	0	0	0	0	0	0	0	\$0	
TOTAL - 2 Preliminary Engineering Phase	18	7	14	43	148	20	16	40	306	306	\$11,551	
TOTAL AUTHORIZED PARTS	18	7	14	43	148	20	16	40	306	306	\$11,551	



C-R-S		PROPOSAL LABOR SUMMARY								Version: Feb 2017		
Consultant: LJB Inc. Agreement No. N/A Modification No. N/A PID No. 110612 Proposal Date 8/3/2019		Tasks that are not included in the scope.										
Task Description	No. of Units	Professional IX	Professional VIII	Professional VII	Professional IV	Professional III	Professional I	Designer IV	Survey Technician	Total		
		\$60.23	\$57.97	\$52.24	\$38.96	\$34.91	\$27.88	\$34.25	\$30.50	Hours	Cost	
IF-AUTHORIZED TASKS:												
TOTAL IF-AUTHORIZED PARTS		0	0	0	0	0	0	0	0	0	0	\$0
GRAND TOTAL		18	7	14	43	148	20	16	40	308		\$11,551



> **LJB NON-LABOR DIRECT COST SUMMARY**

C-R-S		0 DIRECT COSTS										Version: Feb 2017
Consultant:	LJB Inc.											
Agreement No.	N/A											
Modification No.	N/A											
PID No.	110612											
Proposal Date	8/9/2019											
Task Description	Unit Cost:	\$0.52	\$0.75	\$0.25	\$7.50	\$2.50						
AUTHORIZED TASKS:												
1 - Planning Phase												
TOTAL 1- Planning Phase		0	0	0	0	0	0	0	0	0	0	\$0.00
2 - Preliminary Engineering Phase												
2.1 - Develop Preliminary Alternatives												
2.1.A - Prepare and Complete Feasibility Study Report												
TOTAL 2.1 - Develop Preliminary Alternatives		0	0	0	0	0	0	0	0	0	0	\$0.00
2.2 - Perform Environmental Field Studies												
TOTAL 2.2 - Perform Environmental Field Studies		0	0	0	0	0	0	0	0	0	0	\$0.00
2.3 - AER Design												
2.3.A - Field Survey and Aerial Mapping												
2.3.A.A - Project Control, Benchmarks, and Reference Points												
2.3.A.B - Monumentation recovery												
2.3.A.C - Base Mapping (incl. field verify.)												
2.3.A.D - Drainage Survey (stream cross sections)												
2.3.A.E - Bridge Survey												
2.3.A.F - Establish property lines, tax id, & ownerships on base map												
2.3.A.G - Property Owner Notification												
2.3.B - Roadway												
2.3.B.A - Design Criteria												
2.3.B.B - Conceptual Typical Sections												
2.3.B.C - Horizontal Alignment and Vertical Profile - Mainline												
2.3.B.D - Plan and Profile - Crossroads												
2.3.B.F - Conceptual cross sections												
2.3.B.H - Analyze Drive locations												
2.3.B.I - Identify Construction Limits												
2.3.C - Drainage												
2.3.C.A - Drainage Design Criteria Forms (LD-35)												
2.3.C.C - Hydraulically size all major storm sewer trunk lines												
2.3.C.E - Conceptual BMP												
2.3.C.F - Estimate impact to wetlands, streams, & other regulated waters of the US and potential wetland mitigation												
2.3.F - Maintenance of Traffic												
2.3.F.C - Conceptual MOT Plan (Without MOTAA)												
2.3.G - Utilities												
2.3.G.A - Utility Coordination and Documentation												
2.3.H - Miscellaneous												
2.3.H.I - Determine need for Design Exception												
TOTAL 2.3 - AER Design		0	0	0	0	0	0	0	0	0	0	\$92.00
2.4 - Prepare Cost Estimates												
TOTAL 2.4 - Prepare Cost Estimates		0	0	0	0	0	0	0	0	0	0	\$0.00
2.5 - AER Submittal and Other Studies												
TOTAL 2.5 - AER Submittal and Other Studies		0	0	0	0	0	0	0	0	0	0	\$0.00
2.6 - Public Involvement/Coordination												
TOTAL 2.6 - Public Involvement/Coordination		0	0	0	0	0	0	0	0	0	0	\$0.00
2.7 - Stage 1 Design												
2.7.A - Roadway												
2.7.A.A - Title Sheet												
2.7.A.B - General Notes												
2.7.A.C - Schematic Plan												
2.7.A.D - Typical Sections												
2.7.A.E - Cross Sections												
2.7.A.F - Plan and Profile - Mainline												
2.7.A.G - Plan and Profile - Crossroads												
2.7.A.I - Super-elevation Table												
2.7.A.J - Intersection Details												
2.7.A.L - Driveway Details												
2.7.A.M - Design Exception Request												
2.7.A.N - Traffic Control												
2.7.B - Drainage												
2.7.B.A - Storm Sewer Profiles												



C-R-S		0	DIRECT COSTS									Version: Feb 2017
Consultant:	LJB Inc.											
Agreement No.	N/A											
Modification No.	N/A											
PID No.	110612											
Proposal Date	8/9/2019											
			mileage	prints	copies	iron pins / caps	stakers / hubs	Direct Cost 6	Direct Cost 7	Direct Cost 8	Direct Cost 9	Total
Task Description	Unit Cost:	\$0.52	\$0.75	\$0.25	\$7.50	\$2.50						
2.7.B.D - Drainage Calculations												\$0.00
2.7.B.E - BMP Design												\$0.00
2.7.C - Utilities												
2.7.C.A - Utility Coordination and Documentation												\$0.00
2.7.C.B - Description or proposed water and/or sewer work												\$0.00
2.7.C.D - Add Utilities to Plan/Profile Sheets												\$0.00
2.7.F - Structures - Design Report												
2.7.F.A - Bridge Design Report												\$0.00
2.7.F.B - Final Structure Site Plan												\$0.00
2.7.G - Miscellaneous												
2.7.G.C - Finalize Pavement Build up and subsurface drainage requirements												\$0.00
2.7.H - Prepare C2 Cost Estimates and Update Milestones												
2.7.H.A - Roadway/Interchange Costs												\$0.00
2.7.H.B - Right of Way												\$0.00
2.7.H.C - Utility Costs												\$0.00
2.7.I - Lighting Plans												\$0.00
TOTAL - 2.7 - Stage 1 Design		0	0	0	0	0	0	0	0	0	0	\$0.00
2.8 - Project Management for Preliminary Engineering Phase												
2.8.A - Meetings												\$0.00
2.8.B - General Oversight												\$0.00
2.8.C - Project Set Up												\$0.00
TOTAL 2.8 - Project Management for Preliminary Engineering Phase		0	0	0	0	0	0	0	0	0	0	\$0.00
2.9 - Limited Review												
TOTAL 2.9 - Limited Review		0	0	0	0	0	0	0	0	0	0	\$0.00
Total - 2 Preliminary Engineering Phase		0	0	0	0	0	0	0	0	0	0	\$92.00
TOTAL AUTHORIZED PARTS		0	0	0	0	0	0	0	0	0	0	\$92.00
IF-AUTHORIZED TASKS:												
TOTAL AUTHORIZED PARTS		0	0	0	0	0	0	0	0	0	0	\$0.00
GRAND TOTAL		0	0	0	0	0	0	0	0	0	0	\$92.00



> LISTING OF SUBCONSULTANTS

SUBCONSULTANT	WORK CATEGORY	TOTAL AMOUNT PROPOSED
None		



PROJECT SCHEDULE

The following schedule is based on a **September 2, 2019** authorization to proceed.

STAGE REVIEW SUBMITTALS	SCHEDULED SUBMITTAL
Authorization to Proceed	9/2/2019
LJB completes field survey	9/13/2019
LJB submits Stage 1 plans and cost estimate for review	10/18/2019
ODOT and City provide Stage 1 comments to LJB	11/22/2019



Appendix A – Scope of Services



**APPENDIX A –
SCOPE OF SERVICES**

Project Narrative

PROJECT NARRATIVE

Project name: GRE-SR725-1.09 Sidewalk and Bridge Rehabilitation

Client name: City of Bellbrook

Date: August 9, 2019

LJB Inc. has developed a detailed scope of services including project understanding, deliverables, exclusions, assumptions and project constraints. This document is based on the information known on the date of preparation and may be modified to reflect additional data received throughout the project process, if required.

PROJECT SCOPE OF SERVICES

Our understanding is that this proposal includes tasks that will support submittal of Stage 1 Plans for the project. We have based our fees upon our experience with similar projects, a site visit, and the scope meeting with the City and ODOT District 8 on July 8, 2019. The purpose of this project is to complete the sidewalk connection on the south side of SR-725 and bridge rehabilitation near the intersection of SR-275 and Little Sugarcreek Road.

Surveying

- > 2.3.A.A Project Control, Benchmarks, and Reference Points – Establish project control, benchmarks and reference points as described in the Survey and Mapping Specification.
- > 2.3.A.B Monumentation Recovery – At this time, it is unknown whether new right of way will be required for this project. LJB will conduct a thorough search for all physical monuments and analyze evidence of monumentation and occupation. In addition, the surveyor shall, when necessary, confer with the owner(s) of the property being surveyed and the adjoining property. Notes will be collected by LJB identifying all monuments that were researched to no avail or recovered. These notes will include the type, size, and disposition (including cap and name noted) of monumentation and will be included in the drawings.
- > 2.3.A.C Base Mapping – Locate all topographic features within the field survey limits shown on the Survey Limits Map in this proposal, obtaining horizontal and vertical information consistent with industry accepted tolerances for ground collected survey. All ground survey cross sections will be taken at a 50-foot interval. LJB will contact Ohio811 requesting that all utilities be marked in the field prior to beginning the survey. LJB will use construction drawing information provided by the utility companies and ODOT District 8 to assist in locating above ground utility features. LJB will locate utility features horizontally and vertically (excluding any excavation or Subsurface Utility Locating). LJB will locate drainage features horizontally and vertically. LJB will obtain pipe sizes, pipe directions, pipe materials, and headwall data within the survey limits and one structure beyond the survey limits. LJB will locate traffic control features (pavement markings, signs, poles, traffic signal boxes and loops, etc.) horizontally and vertically.
- > 2.3.A.D Drainage Survey – Minimal detailed stream survey is anticipated for only 200 feet, approximately 75 feet upstream and downstream of the bridge. Channel cross sections will be taken at each of the existing bridge edges.
- > 2.3.A.E Bridge Survey – A complete survey of the existing bridge will be completed. This will include the existing abutments and superstructure.

- > 2.3.A.F Establish property lines, tax id, & ownerships on base map – LJB has only included manhours to confirm and resolve side lot/parcel lines.

The surveyor's report will document all decisions for private boundary resolutions. The surveyor's report will also document the basis of bearings and project control that will be required to be reported on all legal descriptions and on the construction plans.

- > 2.3.A.G Property Owner Notification – This task only includes confirming and preparing a property owner mailing address list for those properties where access for field work is anticipated. The right of entry letters will be prepared and mailed by LJB.
- > 2.3.G.A Utility Coordination and Documentation – LJB will facilitate the first utility coordination meeting. LJB will prepare color-coded plan views highlighting each utility's facility located during field survey, easements that have been identified, and potential construction conflicts. These plans will be sent to each utility with an agenda for the first coordination meeting. LJB will prepare a meeting summary and develop action items that will be addressed with each utility.

Right-of-Way

At this time, it is unknown whether new right of way will be required for this project. LJB will determine if new R/W is anticipated and if so, engineering costs will be included in a Part 2 fee proposal.

Geotechnical

At this time and based on discussions at the scope meeting with the City and ODOT District 8, geotechnical investigations will not be required for the project.

Environmental

At this time, it is unknown whether new right of way will be required for this project. LJB will determine if new R/W is anticipated which will determine the level of effort for the environmental engineering portion of the project. Therefore, environmental engineering costs will be included in a Part 2 fee proposal.

Civil engineering

- > 2.3.B.A Design Criteria – LJB will establish the design criteria for the project on LJB's standard template spreadsheet.
- > 2.3.B.C Horizontal Alignment and Vertical Profile, Mainline – two (2) plan and profile sheets are anticipated for the project.
- > 2.3.B.H Analyze Drive locations – LJB will review and analyze the impacts to the drives in the vicinity of the project limits.
- > 2.3.B.I Identify Construction Limits – LJB will determine the project construction limits and review them against the existing right-of-way.
- > 2.3.C.F Estimate impact to wetlands, streams, & other regulated waters of the US and potential wetland mitigation – LJB will determine the impacts within the proposed construction limits for the project.
- > 2.3.F.C Conceptual MOT Plan (Without MOTAA) – LJB will develop a maintenance of traffic plan sheet. One (1) sheet is anticipated.
- > 2.3.H.I Determine need for Design Exception – LJB will determine if any design exceptions are needed for the project.

- > 2.7.A.A Title Sheet – One (1) title sheet is anticipated.
- > 2.7.A.B General Notes – One (1) general notes sheet is anticipated.
- > 2.7.A.C Schematic Plan – One (1) schematic plan sheet is anticipated.
- > 2.7.A.D Typical Sections – Three (3) typical sections are anticipated.
- > 2.7.A.E Cross Sections – cross section sheets will be developed for the project within the construction limits.
- > 2.7.A.F Plan and Profile, Mainline – Two (2) sheets are anticipated.
- > 2.7.A.J Intersection Details – One (1) sheet is anticipated.
- > 2.7.A.L Driveway Details – One (1) sheet is anticipated.
- > 2.7.A.N Traffic Control – One (1) sheet is anticipated.
- > 2.7.B.A Storm Sewer Profiles – One (1) sheet is anticipated.
- > 2.7.B.D Drainage Calculations – calculations to size the storm sewers will be performed.
- > 2.7.C.A Utility Coordination and Documentation – LJB will plan to conduct a utility coordination meeting at Stage 1.
- > 2.7.G.C Finalize Pavement Build up and subsurface drainage requirements – pavement and drainage requirements will be coordinated with ODOT and included in the plans.
- > 2.7.H.A Roadway/Interchange Costs – Stage 1 level of cost estimating will be completed.

Structural engineering

- > 2.7.F.A Bridge Design Report (Hands-on Inspection) – the LJB hours for this task are to conduct the hands-on inspection for specific bridge measurements and to determine the extent of substructure patching. Measurements will be documented for inclusion of necessary concrete repairs that will be included in the final plans. An inspection report will not be provided or submitted to ODOT.
- > 2.7.F.B Final Structure Site Plan – Final Structure Site Plan will follow the requirements as outlined in the ODOT Bridge Design Manual (BDM), Section 202.2.1. The hours given for the Final Structure Site Plan is a sum total of the hours for both Preliminary Structure Site Plan (that is generally included in a Structure Type Study) and Final Structure Site Plan. This task also includes the plan development for a bridge typical section and abutment typical section that will be submitted with the Stage 1 project deliverables.
- > 2.7.H.A Roadway/Interchange Costs – LJB will provide Stage 1 level construction cost estimating for the bridge portion of the project.

Project Management

- > 2.8.A Meetings – One (1) teleconference is anticipated with two (2) people from LJB participating (PM, civil discipline) for one (1) hour each teleconference. One (1) additional face-to-face meeting will be attended by two (2) people from LJB for two (2) hours each.
- > 2.8.B General Oversight – LJB will execute its Project Management Plan for the PL phase and Stage 1 submittal of the PDP. LJB’s project manager will direct project activities in terms of scope, budget and work planning, schedule and staff assignments for this phase of the PDP. Project management processes that will be implemented include initiating, planning, monitoring and controlling, and closing out the scope of work. This task also includes

budgeting/billing activities throughout the duration of the phase. The duration of the PL phase and Stage 1 is 3 months.

- > 2.8.C Project Setup – This task will be used to setup the project on LJB’s directory structure as well as the initial project planning and budgeting analysis.

PROJECT DELIVERABLES

The deliverables for this project will include:

Standards

- > The deliverables for this project will follow ODOT L&D and CADD Engineering Manual standards.
- > LJB will complete the plan development in MicroStation.
- > Cost estimating will be completed using the Estimator software.

Reports

- > A survey report will be completed for the project.

Plan sets

- > LJB will provide 11x17 PDFs of the plans at the Stage 1 review submittal.

PROJECT CONSTRAINTS

At this time, we are assuming that all work will remain within the existing right-of-way. This will limit the environmental scope for Part 2. If work extends outside of the existing right-of-way, required right-of-way plan development will be included in the Part 2 fee proposal.

ASSUMPTIONS

In preparing this scope of services, LJB has made the following assumptions:

- > Any necessary R/W plan development will be included in a Part 2 fee proposal.
- > Geotechnical investigations or reports are not required.
- > Any necessary environmental services will be included in a Part 2 fee proposal.
- > BMPs will not be required.

EXCLUSIONS

LJB has excluded the following items in our scope of services:

- > R/W plan development
- > Geotechnical investigations
- > Environmental services
- > Cost of permits
- > BMP design

Google Maps Bellbrook

