

PROPOSAL
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For
ENGINEERING SERVICES
FOR
RIDGE ROAD IMPROVEMENT
BETWEEN DAY DRIVE
AND
SOUTHERN CORPORATION LIMIT
CITY OF PARMA

JULY 2013



Prepared for:

Mr. Paul W. Deichmann, P.E.
City Engineer

Prepared by:

Stephen Hovancsek & Associates, Inc.
Two Merit Drive
Richmond Heights, Ohio 44143

Exhibit "A"

STEPHEN HOVANCSEK & ASSOCIATES, INC.

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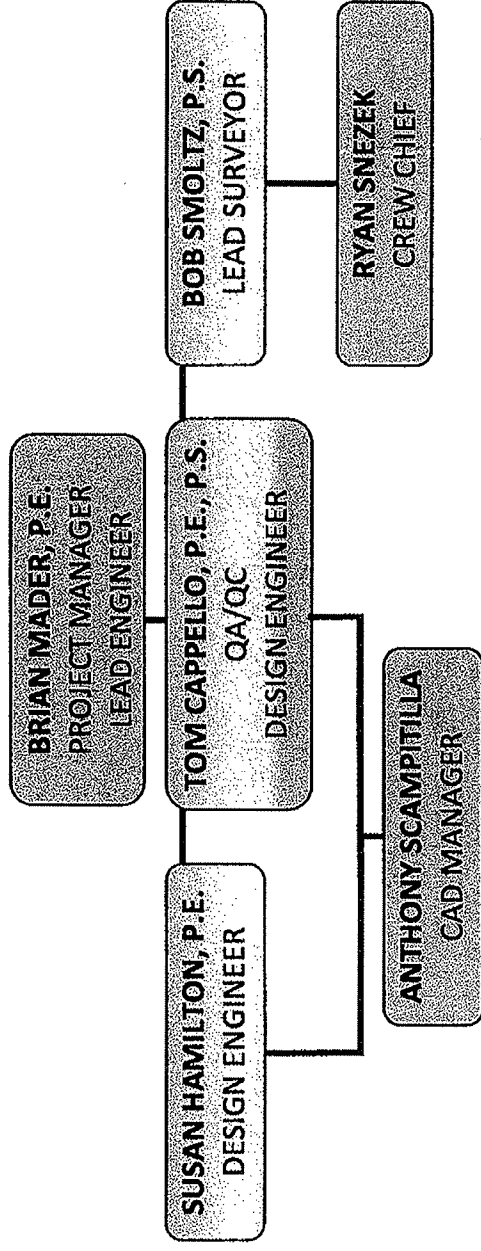


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1.0 PROJECT TEAM

1. Project Organization Chart



2. Project Manager

We propose to use Brian Mader as our Project Manager. Mr. Mader is a registered Professional Engineer in the State of Ohio. Mr. Mader has worked for the firm for the past 23 years. He has been the Village Engineer in Orange Village for 9 years and the assistant Village Engineer for 4 years previous. He has also served as the City Engineer for Highland Heights for the last 4 years. He is intimately familiar with the workings of municipal governments from budgets to councils to residents. Mr. Mader has been involved in numerous large scale multi-million dollar municipal projects as both Project Manager and Lead Engineer. Mr. Mader has also been the Lead Engineer for three projects for the City of Parma including Parkhaven Drive Sanitary Sewer, Day Drive Watermain Replacement and West Ridgewood Sanitary Sewer.

3. Project Staff

The staff of Stephen Hovancsek and Associates, Inc. is highly qualified in the area of sanitary sewer and watermain projects. The Design Team established for this project has over 130 years of experience with Stephen Hovancsek & Associates, Inc. Our firm is the Municipal Engineer for the communities South Euclid, Mayfield Village, Highland Heights, Orange Village, and Highland Hills. In these communities we provide professional services not only as the Municipal Engineer, but also provide complete project management and construction inspection



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services. All municipal infrastructure improvements including sanitary and water projects are surveyed, designed, administered and observed by our staff.

Resumes of the Design Team have been included in Appendix A.

Stephen Hovancsek & Associates, Inc. has also provided engineering and surveying services for sanitary and water projects to numerous other municipalities and private developments. A list of these projects is included below.

2.0 TEAM EXPERIENCE

1. Past Similar Projects

LAKE COUNTY UTILITIES - BEIDLER ROAD WATERMAIN

This project includes the installation of 3,315 linear feet of 12" watermain on Beidler Road through a commercial district in the City of Willoughby to replace an existing 8" main. The proposed alignment involves a railroad crossing.

Project estimate: Not available

Status: Design under review

WEST RIDGEWOOD DRIVE SANITARY SEWER

This project includes the installation of 8,045 linear feet of sanitary sewer along West Ridgewood Drive in the City of Parma to replace existing septic systems. The proposed alignment makes three culvert crossings and three sections of 12" sanitary will be bored because of extreme depths and to avoid pavement repair in an existing parking lot.

Project estimate: \$2,150,000

Status: Design Complete

2013 SOUTH EUCLID WATERMAIN REPLACEMENT PROGRAM

The project includes the replacement of the water mains totaling 3,245 linear feet and related appurtenances on three residential streets within the City of South Euclid. Funding for this project is through the Suburban Watermain Replacement Program by the Cleveland Water Department.

Project cost: \$1,103,000

Status: Under Construction



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DAY DRIVE WATERMAIN

This project included the installation of 850 linear feet of 12" watermain on Day Drive to replace a failing watermain. Day Drive is located in a highly commercial area in the City of Parma.

Project award: \$157,540
Status: Completed 2012

WEST CREEK WATERSHED – PARKHAVEN DRIVE SANITARY SEWER

This project included the installation of 3,230 linear feet of sanitary sewers on Parkhaven Drive and Broadway Road in the City of Parma to replace the existing residential septic systems. Roadway replacement, storm sewer repairs and replacement of 1,635 linear feet of water main and appurtenances on Parkhaven Drive were added to the project.

Project cost: \$900,000
Status: Completed 2012

ARGONNE ROAD PHASE 2 INFRASTRUCTURE IMPROVEMENT

This project included the removal and replacement of the public infrastructure, including the total replacement of 2,510 linear feet of sanitary and 2,660 linear feet of storm sewers, drive aprons and new street pavement on Argonne and Ardmore Roads in the City of South Euclid.

Project cost: \$1,690,000
Status: Completed 2012

SHEFFIELD ROAD INFRASTRUCTURE IMPROVEMENT

This project included the removal and replacement of the public infrastructure, including the total replacement of 2,010 linear feet of sanitary and 2,000 linear feet of storm sewers, the replacement of 1,850 linear feet of 8" water main, with 62 service connections, drive aprons and new street pavement on Sheffield Road in the City of South Euclid. CWD Suburban Watermain Replacement Program funds were used for water infrastructure replacement.

Project cost: \$1,407,000
Status: Completed 2012



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2011 SOUTH EUCLID WATERMAIN REPLACEMENT PROGRAM

The project includes the replacement of the water mains totaling 5,446 linear feet and related appurtenances on three residential streets within the City of South Euclid. Funding for this project is through the Suburban Watermain Replacement Program by the CWD.

Project cost: \$1,085,000
Status: Completed 2012

TEMBLEHURST INFRASTRUCTURE IMPROVEMENT

This project included the removal and replacement of the public infrastructure, including the total replacement of 2,455 linear feet of sanitary and 2,715 linear feet of storm sewers, the replacement of 2,660 linear feet of 8" water main and 70 service connections, drive aprons and new street pavement on Templehurst Road in the City of South Euclid.

Project cost: \$1,721,000
Status: Completed 2011

2010 SOUTH EUCLID WATERMAIN REPLACEMENT PROGRAM

The project includes the replacement of the water mains, totaling 8,266 linear feet, and related appurtenances on five residential streets within the City of South Euclid. Funding for this project is through the Suburban Watermain Replacement Program by the CWD.

Project cost: \$1,675,000
Status: Completed 2011

LAKE COUNTY UTILITIES - CAMPERS DRIVE WATERMAIN REPLACEMENT

The project included the replacement of 1,425 linear feet of 8" water main, hydrants, valves, connections and appurtenances on Campers Drive in the City of Eastlake and the Village of Lakeline.

Project cost: \$ 304,500
Status: Completed 2011



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ORANGE VILLAGE - WATER MAIN EXTENSIONS FOR FIRE SAFETY

The project includes the installation of 6,920 linear feet of new 8" water main and 185 linear feet of 12" water main, hydrants valves and appurtenances on six separate streets in Orange Village. The project was to extend the mains to bring all dwellings within 2,000 linear feet of a fire hydrant and eliminate the need to replace the failing tanker truck.

Project cost: \$768,000

Status: Completed 2010

CEDAR CENTER REDEVELOPMENT INFRASTRUCTURE IMPROVEMENTS

The project included the installation of 1,670 linear feet of 12-inch replacement water main, the installation of 685 linear feet of storm and sanitary sewers, and the repair and modification of the remaining 650 linear feet of existing storm and sanitary sewers within the public right-of-way. This work is in preparation for the redevelopment of Cedar Center, a City of South Euclid owned development of a retail shopping center at Cedar and Warrensville Center Roads. This project is funded by a 40% DOPWIC loan and CWD Suburban Watermain Replacement Program.

Project estimate: \$733,000

Status: Completed 2010

2.

References

Mayor Georgine Welo
City of South Euclid
(216)381-0400

Mayor Kathy Mulcahy
Village of Orange
(440)498-4400

Mr. Al Saari
Lake County Utilities
(440)918-2652

Mayor Scott Coleman
City of Highland Heights
(440)461-2440

Mayor Bruce Rinker
Village of Mayfield
(440)461-2210

Mayor Robert Nash
Village of Highland Hills
(216)283-3000



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3.0 PROJECT APPROACH

Having already designed a watermain project and two sanitary sewer systems for the City of Parma where the new sewers replaced existing septic systems we are quite familiar with this process and coordination issues with the City of Parma, the Cuyahoga County Sanitary Engineer, and the Ohio EPA. The first task will be a coordination meeting the City of Parma, Cleveland Water Department and the County Public Works Department.

The work elements of the first phase of this project include soils and subsurface investigation, data collection, ground control, survey and preliminary route analysis. The data reviewed and used will include:

- City of Parma, County utility maps, storm and sanitary sewer maps, roadway plans;
- Right-of-way, tax maps and research to identify the need for easement acquisitions;
- Soil maps, preliminary test borings and pavement cores to identify trench excavation shoring and dewatering and backfilling material requirements;
- County 1:200 topographic maps;
- Survey of the existing storm sewers and other utilities on Ridge Road and intersecting streets;
- Traffic volumes and patterns and any special maintenance of traffic requirements discovered during survey;
- Field survey of critical culvert or storm and sanitary crossings and sanitary tie-ins, basement and finish floor elevations;

As part of the Phase I Preliminary Design, the entire project will be walked to determine if alternate routes are possible to reduce costs while still ensuring the intent of the project is maintained. Each route will be reviewed for constructability, impact to private property and potential cost savings and will be discussed with the City before proceeding with design.

During this first phase, the property owners along the project will be identified. The list will allow for the City to notify the owners for public meetings regarding the project. Time has been allotted in the proposal to hold at least one public meeting at the City's discretion to inform the residents and business owners affected and to address any concerns or questions. It can be beneficial to hold this public meeting before the final design is completed so that any issues that arise can be taken into consideration. The first phase also includes hydraulic and flow calculations.

Public
Concern

The work elements of the second phase of this project include preparation of plans, and details for the design. Included are various plan reviews and submittals to the City, County Sanitary Engineer, the Ohio EPA, and utility providers as well as revisions based upon comments received. This phase also includes the preparation of a Storm Water Pollution Prevention Plan

SWB



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for use during construction. Since this is a linear project that will not increase impervious area, no Post Construction Water Quality is required.

The final phase involves the preparation of contract specifications and bid documents, clarifications and addenda during the bidding process, bid tabulation and recommendation as well as problem resolution, pay request processing and site visits during construction. As-built drawings from the contractor will also be administered through our office.

The anticipated time frames for these phases and activities are illustrated in the Preliminary Schedule, found in Appendix B. We anticipate having a bid package ready for advertisement as early as March 2014 based on an authorization to proceed in early September 2013. Construction could begin in the late Spring of 2014. The timeline will be somewhat dictated by governmental and agency reviews.

Design Considerations

A. Geotechnical Considerations

The geotechnical conditions within the project area will have a significant effect on sewer construction methods. With borings spaced every 500 feet, a total of 23 borings are projected within the Ridge Road right-of-way. A Geotechnical Data Report will be generated based on the results of the subsurface investigation. Information such as the depth to bedrock, rock quality, the suitability of native soils as backfill, and ground water levels will be carefully assessed for their impact on project construction techniques and costs.

B. Environmental Considerations

We do not anticipate any environmental issues to arise for this project. There is one gas station located at West Pleasant Valley Road in the project area however, West Pleasant Valley Road was recently reconstructed. Any environmental issues associated with the gas station would have most likely been discovered during that project.

C. Sanitary Sewer Design Considerations

The location of the new sewer within the right-of-way, or within adjacent, parallel sewer easements, will be considered in the preliminary design phase. Some of the basic data and evaluation factors to consider include:

- Geotechnical – Existence and/or character of rock, trench stability and need for sheeting or wide trenches and groundwater management all factor into alignment decision-making. According to the Cuyahoga County Soil Survey the soils along Ridge Road are generally HSG C and D soils in the Brecksville, Ellsworth, Holly, Homell, Mahoning and Orrville series. Each series brings a different set of



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cautions for design and construction; Brecksville series is prone to slippage and can be extremely acidic, Ellsworth series has low strength, Holly series is poorly drained and frequently wet, Homell series is wet and low strength with high acidity, Mahoning is also wet with low strength, and Orrville series is frequently flooded. These limitations must be considered during construction.

- Sewer depth – A decision will have to be made whether the new sewers can service to the depth of the existing basements or match the more shallow depth of the existing high wall waste plumbing used with most septic systems.
- Construction techniques – Each considered route must be evaluated with respect to the anticipated construction activities, and proximity to other facilities in the right-of-way, especially culverts, water mains, other sewers, gas lines, and overhead power lines.
- Restoration – The cost to repair pavement, provide premium backfill, replace trees, etc. must be considered for each prospective route;
- Existing Utilities/Obstructions – All underground utilities, culverts, structures and obstructions will be investigated for each route. Obstructions to both vertical and horizontal alignment must be considered.
- Miscellaneous – A number of route specific issues must be considered for each route, such as traffic, easements, local public opposition, and other planned improvements.

D. Other Considerations

A number of other design considerations requiring evaluation include, but are not necessarily limited to, the following:

- Pipe material selection. It is assumed that the sanitary sewer will have a diameter of 8-inches. The pipe material and classification will be evaluated based on trench bedding and backfill conditions;
- Trenchless Installation – Upon completion of the soil borings, an alternative such as micro tunneling could be evaluated. Based on presently available information it would appear that the entire project could be in open cut, however micro-tunneling might also be considered where the preservation of large trees in or adjacent to the right-of-way is a consideration or where deep cuts in bedrock are being considered.
- Recommendations from previous studies – Investigate the status of previously recommended improvements and discuss these with the City;
- Maintenance of sewage flow (where applicable);
- Maintenance of water service – temporary main versus relocation;
- Utility support and location;
- Downstream hydraulic analysis of existing sanitary sewers;
- Special structures at tie-in points;
- Existing sewer tie-in locations and septic tank abandonment;
- Accommodation of possible future sewer extensions;



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- Maintenance of Traffic for the busiest intersections at Day Drive, Regency Drive, Pleasant Valley Road and West Sprague Road and
- Maintenance of Traffic for sections that are two lanes wide;
- Review of the video inspection of the existing sanitary sewer to determine exact location for rehabilitation/repair;
- Cost effective pipe rehabilitation and rehab techniques that can be utilized for specific repair areas;
- Cost savings benefit for alternate routes.

Project Administration

As the Project Manager, Mr. Brian Mader will be the point of contact for our firm with the City of Parma. All reports, calculations and correspondence will be through him although all of our staff will always be available to the City should it be necessary. Mr. Mader will be in charge of the design team as well as the design. Mr. Mader will manage scheduling and communication among the team members and the City. He will ensure that the people and resources devoted to completing a goal are used appropriately. He will also coordinate meetings and meeting materials, bid documents and as-builts. Mr. Mader has worked successfully with the City of Parma on previous occasions. He is familiar with the City, both in terms of personnel and location.

4.0 QA/QC AND REPORTING

QA/QC Procedure

The Stephen Hovancsek & Associates Quality Control/Assurance program is a positive, proactive and practical system of checks and balances to address design and production issues. Our quality control/assurance is based on continuing education and good production practices as well as old-fashioned teamwork. We use a blend of management and quality concepts to achieve our objective of "total quality".

A "total quality" product must begin with a solid foundation. Our survey crews are committed to providing precise measurement data to generate accurate maps of the project area. Computers, total stations and survey techniques our crews utilize ensure that data collected is correct. Because we employ our own survey crews, we can guarantee the transfer of the data is seamless. Our Quality Assurance and Control processes begin with a set of survey standards used on all of our projects. Data is collected using standard codes and symbols. Our field codes number over 600 so field crews can accurately identify objects in the field. Our head surveyor and crew chief set up their own jobs in the office to eliminate any error on startup. Once the data is dumped into the computer system the crew chief reviews the field points to confirm the correct symbols have been automatically inserted by our template. Should extraordinary field circumstances exist, our



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crews are armed with digital cameras to provide visual assistance to our CAD techs. The crew may also spend some time drafting areas that may be difficult for the CAD department to interpret to ensure the base survey is complete and accurate. Our CAD department has over 250 prepopulated layers in our standard template at their disposal to further segregate data. Our clients can easily take our drawings and manipulate layers for their needs because all objects, lines, text, etc. are on an easily identifiable layer name.

By using historic topographic and current aerial photographs as a background to our base survey map, our Engineers and CAD techs can quickly and easily verify any discrepancies. Utility information collected is compared with record information. Google Street View and additional site visits are also utilized at times to confirm or refute record information. Areas of concern are revisited by the field crew and often design engineer to obtain additional information to ensure 100% accuracy.

Once all project data has been collected, our engineers can begin the analysis and design process. The design engineer completes any required calculations then passes them off to the QA/QC engineer for peer review. We take the time to manually review the input and output for any software utilized for the calculations for errors. The output is reviewed to ensure that it makes sense both logically and technically. Only years of experience that our engineers possess can provide this level of confidence in our calculations. Once the basis of design has been established, preliminary layout is generally completed by the design engineer right at their own desk as all of our engineers are proficient in AutoCAD. By allowing the engineer to draft their own design, interpretation errors are eliminated. The next step in the process is to have our CAD department begin labeling and detailing the project. We take pride in our CAD department being more than just draftsmen. Our CAD department is made up of designers with years of experience with our firm. While making the plans legible, detailed and constructible, they also provide another set of eyes to catch any defects. The design engineer and CAD department work together and simultaneously to quickly complete a set of drawings and details for construction.

Once the plans have been completed they are reviewed by the QA/QC engineer. Years of experience as municipal engineers give our staff an advantage in quality control. As municipal engineers, we must frequently review designs submitted by countless engineering firms for completeness and constructability as well as municipal standards. Our engineers instinctively know where common errors can occur and have learned what to avoid from other's mistakes. Any defects identified by the QA/QC engineer can quickly be turned around in-house to avoid any conflicts for our clients in going to construction.

As an additional QC step, our Construction Administrator also reviews the plans for constructability. Because our Construction Administrator is a former operator his experience lends a contractor's eye to the project before a bidding contractor ever see's the plans. His comments allow us to eliminate potential construction issues that could arise.

Our firm has purposefully kept our staffing small. The merits of new ideas, technology, and methods are easily and often discussed and shared within our team framework. Good ideas are



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further investigated and utilized when appropriate. Thinking outside of the box is encouraged at our firm.

Today's clients expect the highest quality services. Stephen Hovancsek & Associates, Inc. is dedicated to providing the service they expect and deserve. Providing our clients with one on one service allows us to ensure the quality of our work. By working as a team, our survey crews, CAD technicians, and engineers provide our clients with that "total quality" product. Because we are close to our clients' problems, our clients are closer to their solutions.

Recordkeeping

Stephen Hovancsek & Associates, Inc. owns a large format printer and can produce multiple copies of construction drawings at the touch of a button eliminating schedule delays and downtime waiting for a third party printer. We also produce all of our own bid documents. Our clients never have to wait for additional plans and specs to sell or for the contractor. The request for proposal indicated a need for 15 sets of plans and specs. The cost of these is included in our fee proposal as well as the cost for any copies needed for reviews by the City and any other agency.

All documents from correspondence to construction drawings created by Stephen Hovancsek & Associates, Inc. are saved on our computer network which is backed up on a nightly basis. Copies of our monthly master backups are kept in a fire safe on site as well as off site to ensure we never lose any data. We maintain paper copies of all of our projects for a minimum of seven years.

The City of Parma will be provided paper copies of all approved reports, calculations, drawings, bid documents, etc. for their records. Electronic copies via email and fax can and will be utilized to expedite relaying information when necessary. Should the City request, an electronic copy of all files associates with the job can also be produced.



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APPENDIX A

KEY PERSONNEL RESUMES



S H & A, INC.



BRIAN D. MADER, P.E.
Vice President
City/Village Engineer

Registered Professional Engineer in the State of Ohio

EDUCATION

The Cleveland State University

Bachelor of Science in Civil Engineering

Cleveland, OH
June 1993

Ohio Department of Transportation

Maintenance of Traffic Training Course

Signing and Marking Training Course

2010
2010

EXPERIENCE

Stephen Hovancek & Associates, Inc.

Orange Village Engineer

Assistant Orange Village Engineer

Highland Heights City Engineer

Associate Engineer

Co-operative Education, Student Employee

Richmond Heights, OH
2004-Present
2003-2004
2009-Present
1993-Present
1990-1993

SPECIALIZATIONS

Municipal Engineering

Capital Improvement Reports and Estimates

Plan Review

Administration and Department Collaboration of Infrastructure concerns

Bid Document Preparation and Contract Administration

Grant applications

Highway and Transportation Engineering

Pavement Design

Vertical and Horizontal Geometric Layout

Pavement Drainage Design

Quantity & Cost Estimations

Traffic Maintenance Design

Signing and Pavement Marking Design

Storm & Sanitary Sewer Improvements

Storm and Sanitary Sewer Design

Sewer System Evaluation Studies

Assessments

Water Distribution System Design

Watermain Design

Service Station Site Upgrades

Sanitary Landfill Design

Construction & Demolition Waste Landfill Design

THOMAS CAPPELLO, P.E., P.S., CPESC, CPSWQ
Vice President/Secretary
Village Engineer

Registered Professional Engineer in the State of Ohio
Registered Professional Surveyor in the State of Ohio
Certified Professional in Erosion and Sediment Control
Certified Professional in Storm Water Quality

EDUCATION

The Cleveland State University

Bachelor of Science in Civil Engineering

Cleveland, OH
June 1987

The Cleveland State University

Master of Science in Civil Engineering

Cleveland, OH
June 1990

Ohio Department of Transportation

Right of Way Plan Development Training Course

2010

EXPERIENCE

Stephen Hovancek & Associates, Inc.

Mayfield Village Engineer

Assistant Mayfield Village Engineer

Office Manager, Project Manager

Associate Engineer

Richmond Heights, OH
2004-Present
1994-2004
1989-Present
1987-1988

Vet-O-Vitz Masonry Systems, Inc.

Assistant Design Engineer

Brunswick, OH
1988-1989

Stephen Hovancek & Associates, Inc.

Co-operative Education, Student Employee

Richmond Heights, OH
1983-1987

SPECIALIZATIONS

Municipal Engineering

Capital Improvement Reports and Estimates

Plan Review

Administration and Department Collaboration of Infrastructure concerns

Bid Document Preparation and Contract Administration

Grant applications

Highway & Transportation Engineering

Pavement Design

Vertical and Horizontal Geometric Layout

Pavement Drainage Design

Quantity & Cost Estimations

Storm & Sanitary Sewer Improvements

Storm and Sanitary Sewer Design

Force main Design

Pump Station Design

Sewer System Evaluation Studies

Assessments

Water Distribution System Design

Watermain Design

THOMAS CAPPELLO, P.E., P.S., CPESC, CPSWQ

Vice President/Secretary

Village Engineer

*Registered Professional Engineer in the State of Ohio
Registered Professional Surveyor in the State of Ohio
Certified Professional in Erosion and Sediment Control
Certified Professional in Storm Water Quality*

Drainage and Hydrology

Watershed Analysis

Retention & Detention Basin Design

Culvert Design

Small Dam Design

Water Quality BMPs

FEMA Letters of Map Revisions

Structural Engineering

Bridge Design

Reinforced Prefabricated Brick Panel Design

Retaining Wall Design

Commercial, Industrial, Municipal, and Residential Site Development

Site Design

Subdivision & Industrial Park Design

Storm Water Pollution Prevention Plans

General Survey Qualifications

Boundary & Topographic Surveys

Lot Splits & Consolidations

Legal Descriptions

Construction Layout & Staking

Underground Utility Location & Evaluation

Right-of-Way Plan Preparation – ODOT Qualified

Sanitary Landfill Design

Construction & Demolition Waste Landfill Design

Flyash Landfill Design

PROFESSIONAL AFFILIATIONS

Municipal Engineers Association of Northeast Ohio

SUSAN M. HAMILTON, P.E., CFM, CPESC, CPSWQ
Vice President
Village Engineer

Registered Professional Engineer in the State of Ohio
ASFPM Certified Floodplain Manager
Certified Professional in Erosion and Sediment Control
Certified Professional in Storm Water Quality
Ohio EPA Level 1 Qualified Data Collector

EDUCATION

The Cleveland State University
Bachelor of Science in Civil Engineering

Cleveland, OH
June 1994

EXPERIENCE

Stephen Hovanesek & Associates, Inc.
Highland Hills Village Engineer
Assistant Highland Hills Village Engineer
Associate Engineer
Co-operative Education, Student Employee

Richmond Heights, OH
2004-Present
2003-2004
1994-Present
1990-1994

SPECIALIZATIONS

Municipal Engineering

Capital Improvement Reports and Estimates
Plan Review
Administration and Department Collaboration of Infrastructure concerns
Bid Document Preparation and Contract Administration
Grant Applications

Highway & Transportation Engineering

Pavement Design
Vertical and Horizontal Geometric Layout
Pavement Drainage Design
Quantity & Cost Estimations

Storm & Sanitary Sewer Improvements

Storm and Sanitary Sewer Design
Force main Design
Sewer System Evaluation Studies
Assessments

Water Distribution System Design

Watermain Design

Drainage and Hydrology

Watershed Analysis
Retention & Detention Basin Design
Water Quality BMPs
FEMA Letters of Map Revisions

Commercial, Industrial, Municipal, and Residential Site Development

Site Design

Subdivision & Industrial Park Design
Storm Water Pollution Prevention Plans

Flood Plain Management

National Flood Insurance Program
Community Rating System

SUSAN M. HAMILTON, P.E., CFM, CPESC, CPSWQ
Vice President
Village Engineer

Registered Professional Engineer in the State of Ohio
ASFPM Certified Floodplain Manager
Certified Professional in Erosion and Sediment Control
Certified Professional in Storm Water Quality
Ohio EPA Level 1 Qualified Data Collector

PROFESSIONAL AFFILIATIONS

Municipal Engineers Association of Northeast Ohio
American Association of Floodplain Managers
Ohio Floodplain Managers Association
Water Management Association of Ohio

ROBERT J. SMOLTZ, P.S.

Vice President – Treasurer

Director of Surveying

Registered Professional Surveyor in the State of Ohio

EDUCATION

The Cleveland State University

Bachelor of Science in Business Administration

Cleveland, OH
December 1975

Ohio Wesleyan University

Professional Training in Surveying

Columbus, OH
1981

Ohio Department of Transportation

Right of Way Plan Development Training Course

1998 & 2009

EXPERIENCE

Stephen Hovanesek & Associates, Inc.

Professional Land Surveyor & Project Manager

Richmond Heights, OH
1976-Present

QUALIFICATIONS AND DUTIES

General Survey Qualifications

Accountable for all surveying management duties for the company

Prepares project proposals and contracts

Responsible for project management, coordination and communication with clients and customer relations for surveying

Performs project research and setup for filed crews and is responsible for review of final deliverable product

Qualified in the use of robotic and manual total stations, data collectors and AutoCAD

Survey applications necessary to perform surveying services

Highway Roadway and Minor Structure Projects

Project research, office setup, field crew coordination, centerline and right-of-way plan preparation

Prepare or review drawing for these projects prior to delivery

Commercial, Industrial, and Residential Site Development

Performs Boundary Surveys, Lot Splits and/or Consolidation Surveys following the

Minimum Standards per Chapter 4733-37 of the Ohio Surveying Laws

Performs office and field survey duties for base mapping projects

Performs ALTA/ACSM Land Title Surveys

Performs Subdivision and Commercial Park Plat Preparation

Prepares Legal Descriptions per Ohio Surveying Laws requirements

Construction Staking

Office setup and final review of all filed layout performed by the company.

PROFESSIONAL AFFILIATIONS

Professional Land Surveyors of Ohio – Cleveland Chapter

RYAN SNEZEK, P.S.
Assistant Director of Surveying

Registered Professional Surveyor in the State of Ohio

EDUCATION

The University of Akron
Bachelor of Science in Surveying & Mapping

Akron, OH
May 2007

EXPERIENCE

Stephen Hovancek & Associates, Inc.
Assistant Director of Surveying
Professional Land Surveyor
Survey Crew Instrument Person & Technician

Richmond Heights, OH
2013 - Present
2011 - Present
2007 - 2011

K S Associates
Survey Crew Technician

Elyria, OH
2006 - 2007

Per Acre Survey
Surveyor Crew Technician/Cadd Draftsmen

Cleveland, OH
Summer 2005

Henry G. Reitz Engineering Co.
Surveyor Crew Technician

Cleveland, OH
Summers 2001 - 2003

L. V. Surveying Inc.
Surveyor Crew Member

North Royalton, OH
Summer 1999

Thomas Snezek & Associates
Surveyor Crew Member

Cleveland, OH
Summers 1997 & 1998

QUALIFICATIONS AND DUTIES
General Survey Qualifications

Qualified in the use of robotic and manual total stations, GPS stations, data collectors and AutoCAD Survey applications necessary to perform surveying services

Performs office and field surveying research duties necessary to perform survey tasks

Downloads field data and efficient in preparing AutoCAD base and site drawings

Highway Roadway and Minor Structure Projects

Performs all survey services necessary to prepare base mapping surveys including centerline, right-of-way, topography, utility study and cross sections

Commercial, Industrial, and Residential Site Development

Performs complete base mapping surveys for site development projects

Performs Boundary Surveys and Lot Splits and/or Consolidation Surveys

Performs ALTA/ACSM Land Title Surveys

Construction Staking

Performs office and field survey tasks necessary to perform field layout of utility lines, pavement and curbs, slope and grading, commercial site and buildings

PROFESSIONAL AFFILIATIONS

Professional Land Surveyors of Ohio - Cleveland Chapter

ANTHONY J. SCAMPITILLA
CADD Manager

EDUCATION

Lakeland Community College
Associate of Applied Science in Civil Engineering

Kirtland, OH
June 1994

Technical Software

Advanced Topics in AutoCAD
3D Modeling in AutoCAD

Beachwood, OH
March 1996
July 1997

EXPERIENCE

Stephen Hovancek & Associates, Inc.
CADD Manager/Designer
CADD Technician

Richmond Heights, OH
2005 - Present
1997 - 2005

Reliance Electric Company
Research and Development
CADD Draftsman/Designer

Euclid, OH
1995 - 1997

SPECIALIZATIONS

Municipal, Industrial, Commercial, & Residential Site Development

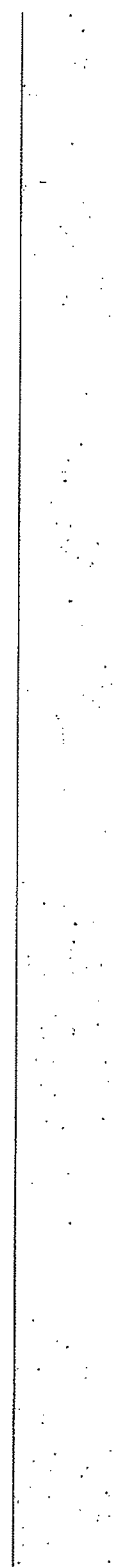
Site Plan Preparation
Project Research
Utility Record Research and Input
Detailing

Highway & Road Construction, Reconstruction, & Rehabilitation

Plan & Profile Preparation
Utility Record Research and Input
Construction Quantity Calculations & Cost Estimations

Survey Data Input & Reduction

TIN Generation
Earthwork quantity calculations



STEPHEN HOVANCSEK & ASSOCIATES, INC.

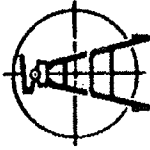
APPENDIX B

PROJECT DESIGN SCHEDULE



S H & A, INC.

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STEPHEN HOVANCSEK & ASSOCIATES, INC.

Consulting Engineers & Planners

TWO MERIT DRIVE • RICHMOND HEIGHTS, OHIO 44143

(216) 731-6255

FAX NO: (216) 731-4483

July 19, 2013

Paul W. Deichmann, P.E.
City Engineer
City of Parma
6611 Ridge Road
Parma, Ohio 44129

RE: Fee Proposal for the Ridge Road Improvement Between Day Drive and Southern Corporation Limit in the City of Parma

Dear Mr. Deichmann:

The firm of Stephen Hovancsek and Associates is pleased to present our fee proposal for professional services for the subject project.

Hours corresponding to these fees are broken down in the attached "Ridge Road Sanitary Sewer and Watermain - Hours and Cost Hour Summary" and "Cost Summary" spreadsheets.


In addition we propose the following schedule of fees for any additional services the City may request for this project:

| | |
|---------------------|--------------|
| Lead Engineer | \$125.00/hr. |
| Design Engineer | \$100.00/hr. |
| Registered Surveyor | \$ 85.00/hr. |
| Two-man Field Crew | \$125.00/hr. |
| CAD Technician | \$ 65.00/hr. |

These hourly rates include both direct and indirect costs.

We look forward to working with you and your staff, and we are grateful for this opportunity to be of service. Thank you for your consideration.

Very Truly Yours,


Brian D. Mader, P.E.
Vice-President

w/encl.

**SANITARY SEWER AND WATERMAIN
COST SUMMARY**

SUMMARY OF COSTS FOR ENGINEERING AND RELATED SERVICES

| | | |
|---|-----------|-------------------|
| I. Preliminary Phase | \$ | 84,980.00 |
| II. Design Phase | \$ | 46,500.00 |
| III. Bidding and Construction Phase | \$ | 18,090.00 |
| Subtotal | \$ | 149,570.00 |
| IV. Geotechnical Service | \$ | 30,000.00 |
| V. Ohio EPA PTI Application and Review Fees | \$ | 12,000.00 |
| VI. CWD and Other Miscellaneous Fees | \$ | 10,000.00 |
| TOTAL BASE FEES (I,II, III, IV, V) | \$ | 201,570.00 |
| 10% CONTINGENCY | \$ | 20,157.00 |
| Total Engineering Fee Not to Exceed | \$ | 221,727.00 |

The City of Parma will be billed based upon hours used performing Phase I, II and III as listed on the Hours and Cost Worksheet with a not to exceed fee of \$149,570.00.

Item VI has been added to cover cost for Cleveland Water Department review and filing if necessary.