

RESOLUTION NO.: 140-2025  
INTRODUCED BY MAYOR THOMAS

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH VERDANTAS TO PROVIDE PROFESSIONAL ENGINEERING DESIGN AND CONSTRUCTION SERVICES (TASK ORDER #10) FOR THE RICHMOND HEIGHTS CITY HALL STREAMBANK STABILIZATION PROJECT.**

WHEREAS, Verdantas has proposed to provide professional engineering design and construction services for the Richmond Heights City Hall Streambank Stabilization Project (the "Project") as provided in its Task Order No. 10, generally under the terms of the Master Agreement for Professional Consulting Services between the City and Verdantas dated March 12, 2025, for compensation on the basis of lump sum fees set forth in Task Order No. 10 for a total amount not to exceed One Hundred Fifty-Five Thousand Dollars (\$155,000.00);

WHEREAS, this Council desires to authorize an agreement with Verdantas for such professional engineering design and construction services for the Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1: The Mayor is authorized to enter into an agreement with Verdantas for professional engineering design and construction services for the Project as set forth in Task Order No. 10, attached hereto as Exhibit A, for an amount not to exceed \$155,000.00.

Section 2: The Director of Finance is authorized to utilize funds in Fund No. 450-5450-52107 for the cost of the Agreement authorized in Section 1 above.

Section 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

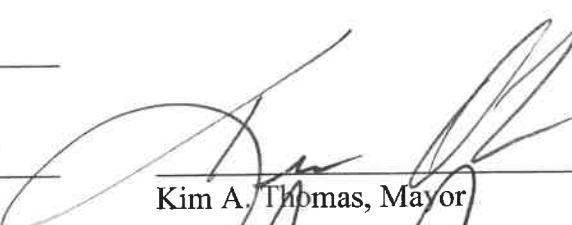
Section 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

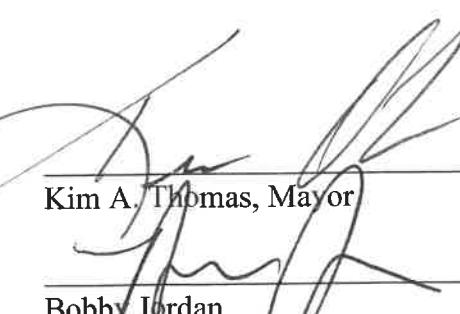
PASSED: October 14, 2025

APPROVED: October 14, 2025

ATTEST: Tracey Blair

Tracey Blair  
Clerk of Council

  
Kim A. Thomas, Mayor

  
Bobby Jordan  
President of Council

## EXHIBIT A

This is Attachment 1, Suggested Form of Task Order, referred to in and part of the Agreement between Owner and Verdantas for Professional Services – Task Order Edition dated March 12, 2025.

Task Order

This is Task Order No. 10, consisting of 3 pages and EXHIBIT A

In accordance with Master Service Agreement Between Owner and Verdantas for Professional Services – Task Order Edition, dated March 12, 2025 ("Agreement"), Owner and Verdantas agree as follows:

### **1. Background Data**

- a. **Effective Date of Task Order:** September 25, 2025
- b. **Owner:** City of Richmond Heights
- c. **CT:** Justin Haselton, P.E., CPESC, LEED AP
- d. **Specific Project (title):** Richmond Heights City Hall Streambank Stabilization
- e. **Specific Project (description):** Refer to the Project Proposal Document attached to this Task Order No. 10

### **2. Services**

Refer to the attached Exhibit A document: "Richmond Heights City Hall Streambank Stabilization" Proposal for details.

### **3. Additional Services**

- A. Refer to the attached Exhibit A document for Additional Services.
- B. Additional Services and any changes from the proposed scope that may be necessary to render for this specific project under Task Order No. 10 will be mutually agreed upon and a written authorization by the Owner will be required.

### **4. Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 of the Agreement and subject to the following.

### **5. Task Order Schedule**

The parties intent to meet the schedule shown in the attached Exhibit A document. The schedule may be revised and amended based on Owner's and appropriate commissions and agencies' response and approval time.

**6. Payments**

Refer to the attached Exhibit A document for the proposed fee.

**7. Consultants retained as of the Effective Date of the Task Order: September 25, 2025.**

**8. Other Modifications to Agreement and Exhibits: N/A**

**9. Attachments: Exhibit A: Richmond Heights City Hall Streambank Stabilization**

**10. Other Documents Incorporated by Reference: N/A**

**11. Terms and Conditions**

Execution of this Task Order by Owner and Verdantas shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Verdantas is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is September 25, 2025.

OWNER:

By:

Print Name:

Title:

Verdantas:

By:

Print Name: Mark Brueggeman, P.E.

Title: North Midwest Division Leader

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name:

Title:

Address:

E-Mail

Address:

Phone:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Justin Haselton, P.E.

Title: Senior Project Manager

Address: North Point Tower

1001 Lakeside Ave. E, Suite 1005

Cleveland, OH 44114

E-Mail:

jhaselton@verdantas.com

Address:

Phone: 440-227-1018



8150 Sterling Ct  
Mentor, OH 44060  
440-530-9000

**EXHIBIT A- TASK ORDER 10**

September 25, 2025

Mayor Kim A. Thomas  
City of Richmond Heights  
26789 Highland Road  
Richmond Heights, Ohio 44143

**Proposal for Professional Engineering and Construction Services for the  
Richmond Heights City Hall Streambank Stabilization project**  
Document No. 32707.0001

Dear Mayor Thomas:

Verdantas is pleased to submit for your consideration this proposal to provide Engineering Design Services to the City of Richmond Heights. The following will confirm our understanding of the project and the scope of our services.

The Northeast Ohio Regional Sewer District (NEORSD) has identified a reach of Claribel Creek with significant erosion adjacent to the Richmond Heights City Hall building. It is Verdantas understanding that NEORSD has committed to funding \$350,000 for the design and construction of this project. Verdantas is scoped to prepare design, procurement, and construction administration along this reach of channel (approximately 300 L.F.).

**SCOPE OF SERVICES**

- ▶ Task 1 – Field Study and Survey
  - Limited Property Line Establishment
  - Existing Conditions Survey, including Ohio 811 and Utility locating
- ▶ Task 2 – Geotechnical Investigation
  - Field Investigation and Sampling
  - Laboratory Testing
  - Engineering Analysis, Recommendations and Report Preparation
- ▶ Task 3 – Permitting
  - Wetland and stream delineation of existing surface water features
  - Coordination with USFWS, ODNR, regarding listed species
  - Coordination with SHPO regarding historic properties and cultural resources
  - Preparation of USACE Pre-Construction Notification and Nationwide Permit Application



[Verdantas.com](http://Verdantas.com)

- ▶ **Task 4 – Design**
  - Develop design plans, notes, and details including stream restoration, grading, bank protection, and vegetation
  - Precast modular retaining wall system design
  - 60% Design Plans
  - Final Design Plans
  - Construction Drawings
  - Technical Specifications
  - Engineer's Estimate
  - Project Management and QA/QC
- ▶ **Task 5 – Bidding Services**
  - Prepare bid document
  - Prepare and publish bid advertisement
  - Respond to questions received
  - Addendum preparation
  - Support a Pre-Bid Meeting
  - Bid evaluation and Contractor selection
  - Support execution of Contract
- ▶ **Task 6 – Construction Support Services**
  - Periodic construction observation and documentation, assume six weeks
  - Construction project management and administration

#### PROJECT SCHEDULE

It is the understanding of Verdantas that the City intends for this project to be designed and constructed in 2026. Verdantas has prepared the estimated timeframe for tasks as outlined below with the intent of beginning design components in early 2026 with construction to occur in Fall 2026.

Survey Basemap	4-6 weeks
Geotechnical	8-10 Weeks
60% Drawings	4 weeks
Permitting application submittal	2 weeks from completion of 60% design
Final Drawings	8-12 weeks

#### PROJECT BUDGET

We will accomplish the work outlined in the Scope of Services for the completion of the subject project in accordance with the Master Service Agreement. Compensation for the proposal services shall be a Lump Sum Fee.

Fee is subject to adjustment based on actual field conditions identified during the field study and survey activities or due to Client requested changes, however, the identified budget is not to be exceeded without further authorization. Any changes from the proposed Tasks will require a change in authorized fee, whether such change increases or decreases the total proposed fee.



<b>TASK</b>	<b>FEE</b>
Task 1: Survey	\$11,000
Task 2: Geotechnical Investigation	\$15,000
Task 3: Permitting	\$16,000
Task 4: Design	\$72,000
Task 5: Bidding Services	\$ 8,000
Task 6: Construction Support Services	\$33,000
<b>TOTAL</b>	<b>\$155,000</b>

Invoicing for the project will be sent monthly, based on the percentage of work completed in the preceding month.

If you concur with these terms and wish us to proceed with the aforementioned work, please sign Task Order 10.

We thank you for this opportunity and look forward to continuing our work with Richmond Heights on this exciting project. Please contact us should you have any questions or need clarifications.

Carrie Ricker, PWS

Project Manager

[cricker@verdantas.com](mailto:cricker@verdantas.com)

(440) 530-2208

Jordan Rofkar, PhD

Senior Project Manager

[jrofkar@verdantas.com](mailto:jrofkar@verdantas.com)

(419) 385-2018

CC:

Justin Haselton, PE, CPESC, LEEDAP

Phil Hicks, PE

