

RESOLUTION NO. 18-97
CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMEMBER C. MARK KINGSEED ON THE
17th DAY OF MARCH, 1997.

A RESOLUTION AUTHORIZING AND DIRECTING
THE CITY MANAGER TO ACCEPT A PROPOSAL
SUBMITTED BY DESIGN ENTERPRISE, LTD. FOR
A/E SERVICES FOR NATURE WORKS AT THE
LEONARD E. STUBBS MEMORIAL PARK.

WHEREAS, the City of Centerville requested a proposal for engineering
services for Nature Works-Multi-Purpose Court development at the Leonard E. Stubbs
Memorial Park, and

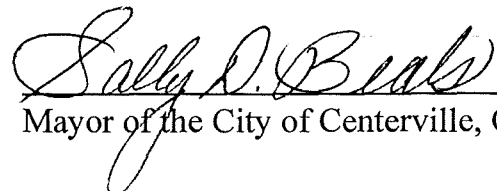
WHEREAS, Design Enterprise Ltd. submitted a proposal to provide A/E
Services to the City of Centerville for specified engineering services.

NOW THEREFORE, THE MUNICIPALITY OF CENTERVILLE HEREBY
RESOLVES:

SECTION 1. That the proposal submitted by Design Enterprise, Ltd., to
provide A/E Services to the City of Centerville for engineering services including design,
bidding and construction inspection for Nature Works-Multi-Purpose Court development
at the Leonard E. Stubbs Memorial Park with an estimated construction cost of
137,200.00, be and is hereby accepted.

SECTION 2. That the City Manager is hereby authorized and directed to
enter into any necessary agreement to evidence acceptance of said proposal from Design
Enterprise, Ltd., a copy of which is attached hereto, marked exhibit "A" and incorporated
herein, and to make payment pursuant thereto.

PASSED this 17th day of MARCH, 1997.



Mayor of the City of Centerville, Ohio

ATTEST:

Maile J. Saughel
Clerk of Council, City of Centerville, Ohio

CERTIFICATE

The undersigned, Clerk of the Council of the City of Centerville, Ohio, hereby certifies that the foregoing is a true and correct copy of Resolution Number 18-97, passed by the Council of the City of Centerville, Ohio, on the 17th day of MARCH, 1997.

Maile J. Saughel
Clerk of Council

Approved as to form, consistency
with the Charter and Constitutional Provisions.

Department of Law
Robert N. Farquhar
Municipal Attorney



January 20, 1997

City of Centerville
100 West Spring Valley Road
Centerville, Ohio 45458

ATTN: Mr. Gregory B. Horn
City Manager

RE: A/E Services at Stubbs Park - Nature
Works.

Ladies & Gentlemen:

As requested, please consider this letter as Design Enterprise, Limited's proposal to provide A/E Services to the City of Centerville for Engineering services including design, bidding and construction inspection for NatureWorks-Multi-Purpose Court development with an estimated construction cost of \$137,200. (Alternate 2 of analysis dated May 29, 1996 as presented to City Council.)

Design Enterprise, Limited will:

1. Participate in initial "work session" with Owner to document program elements as currently conceived.
2. Gather and collate all existing material related to the project including maps, plans, applications, etc.
3. Conduct appropriate aerial/site surveys and prepare project basemaps at a scale of 1"=50" or as deemed appropriate.
4. For final program elements selected for implementation, prepare Plans, Specifications, Contract Documents and Cost Estimates at a level of detail and in a format suitable for public bidding.
5. Prepare necessary plan approval forms and coordinate submittals through appropriate governmental agencies, as assisted by Owner. (Fees, if required, for such submittals shall be by Owner).
6. Prepare appropriate Advertisement for Bids to be utilized by Owner for legal notice (fees for such notices will be paid by Owner).

City of Centerville
Attn: Gregory B. Horn, City Manager
RE: A/E Services at Stubbs Park - Nature Works.
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7. Furnish copies of Drawings, Specifications and Contract Documents to prospective bidders, material suppliers, and other interested parties. (Owner will be provided a reproducible set of drawings for its use.)
8. Provide information and clarification to bidders as required.
9. Attend one (1) pre-bid conference, if required.
10. Prepare and issue any necessary Addenda, if required.
11. Tabulate bid proposals, analyze bids and make recommendations for awarding contracts for construction based on the bids received.
12. Prepare Notice of Award, Contracts and Notice to Proceed forms.
13. Conduct a pre-construction conference.
14. Review and approve shop drawings, Pay Requests and Change Orders for execution by Owner.
15. Provide periodic construction observation sufficient to verify that Contractor quality of work is in conformance with the Plans and Specifications.

The work effort described in Section A will be completed so as to facilitate construction completion within the 1997 construction season (thru November 1997), assuming the Authorization to Proceed will occur in January 1997.

Design Enterprise, Limited fee for the above described services will be a lump sum amount of \$20,700, payable on a progress basis.

Your signature in the space provided below will represent your concurrence with the terms and conditions described herein and Design Enterprise, Limited's Authorization to Proceed. Please return two (2) copies of the fully executed document to our office.

City of Centerville
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We look forward to our continued working relationship with the City of Centerville.

Very truly yours,

DESIGN ENTERPRISE, LIMITED



Frank R. Leone
President

FRL/dlh
97027A

ACCEPTANCE AND AUTHORIZATION TO PROCEED

CITY OF CENTERVILLE, OHIO

Gregory B. Horn, City Manager

Date: _____