

## **CITY OF GAHANNA CONSULTING SERVICES CONTRACT**

This CONTRACT for Consulting Services ("CONTRACT") is entered into by and between, the City of Gahanna, Franklin County, State of Ohio ("City"), with its principal address as 200 South Hamilton Road, Gahanna, Ohio 43230, and (Park and Rec Partners, LLC) ("CONTRACTOR").

### **§ 1.0 RESPONSIBILITIES OF EACH PARTY**

The CONTRACTOR will provide the following services as described herein, including but not limited to the following:

The scope of this work is to provide Construction Administration and Construction Inspection services for the Academy Park Renovations, including the Playground Installation. These services are more fully described in Exhibit A (Request for Proposals) and Exhibit B (CONTRACTOR's Proposal).

No additional services are anticipated to be required to complete the project unless some unforeseen circumstances arise during the course of the contract. CONTRACTOR shall not be entitled to any compensation for any services performed beyond the scope of this agreement unless prior to performing the services the CONTRACTOR has submitted a written proposal for such additional services which shall specify the services to be performed, the compensation for the services, and the reason for performing said services. No services shall be rendered until they have been approved in writing by the City.

The City shall provide all criteria and full information as to the City's requirements for the Project; designate a person to act with authority on the City's behalf in respect to all aspects of the Project; examine and respond to CONTRACTOR's submissions; and give prompt written notice to CONTRACTOR whenever the City observes or otherwise becomes aware of any defect in the work.

### **§ 2.0 DURATION OF THE CONTRACT**

Services performed under this CONTRACT shall be performed from the effective date of this CONTRACT and in general accordance with the CONTRACTOR's project schedule of Exhibit B or until all work is completed or the CONTRACT is terminated pursuant to the terms contained herein.

### **§ 3.0 COMPENSATION FOR SERVICES PROVIDED**

As compensation to the CONTRACTOR for the performance of the professional services, the City agrees to pay the CONTRACTOR an amount not to exceed **\$(499,750)**. CONTRACTOR shall invoice the CITY monthly for actual work completed.

Payment shall be made at the completion of services with the submission of a monthly itemized invoice approved by the City employee coordinating this service. City shall pay CONTRACTOR's monthly itemized invoice within 30 days receipt of such proper invoice, as is consistent with Ohio Prompt Payment laws.

In the performance of its professional services, CONTRACTOR will abide by the standards of performance, errors and omissions as established in Section 4.0. No other warranties, express or implied, are made or intended. CONTRACTOR shall perform all work required under this CONTRACT in accordance with the mutually agreed upon schedule. Any unreasonable delay by CONTRACTOR in the performance of such work shall be a breach of this CONTRACT.

In the event that this CONTRACT is terminated as provided herein, the City shall not be obligated to compensate the CONTRACTOR for any service rendered after the effective date of any termination under this CONTRACT. A final invoice for services rendered shall be submitted within thirty (30) days after the effective date of termination under this CONTRACT.

#### **§ 4.0 STANDARDS OF PERFORMANCE, ERRORS AND OMISSIONS**

Services provided by CONTRACTOR under this agreement shall be performed in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

The City shall not be responsible for discovering deficiencies in the technical accuracy of CONTRACTOR's services and deliverables. The CONTRACTOR shall be solely responsible for the accuracy of its services and deliverables and shall promptly make necessary revisions or corrections resulting from its acts, errors or omissions without any additional compensation from the City.

Acceptance of services and deliverables, including payment for same, shall not relieve the CONTRACTOR of responsibility for subsequent correction of its act, error or omission, or for the clarification of ambiguities without additional compensation, even though final payment may have been received by the CONTRACTOR. The CONTRACTOR shall give prompt attention to these corrections and/or changes and shall not cause undue delay.

In the event of any act, error or omission which the City determines to be the responsibility of the CONTRACTOR in any phase of the service, the correction, repair or reconstruction of which may require additional field or office work from the CONTRACTOR, the CONTRACTOR shall be promptly notified by the City and shall be required to perform such corrective field or office work services as may be necessary without delay and without additional cost to the City.

#### **§ 5.0 TERMINATION**

This CONTRACT may be terminated by the City without cause upon a fourteen (14) day written notice to the CONTRACTOR. Additionally, this CONTRACT may be terminated at any time by mutual written consent of all parties.

The City may immediately terminate this CONTRACT if the CONTRACTOR has breached any provisions of this CONTRACT. The following events shall be deemed to be a breach by the CONTRACTOR of his/its obligations hereunder provided, however, said list shall not be deemed all inclusive:

- 5.1 Failure by the CONTRACTOR to perform its obligations in accordance with the mutually agreed upon schedule.
- 5.2 The CONTRACTOR shall cease doing business.
- 5.3 The CONTRACTOR shall file for protection under any state or federal

bankruptcy or similar laws. In accordance with the term limitations set forth in the section of the CONTRACT entitled "DURATION OF THE CONTRACT."

If the City Council fails at any time to continue funding for the payments and other obligations set forth herein for the City, then all obligations under this CONTRACT are terminated as of the date the funding expires. City shall provide notice to CONTRACTOR in the event the City fails to appropriate funds, and in such event CONTRACTOR's obligations under the CONTRACT shall immediately cease, except for completion of any services paid in advance if any. At that point the City shall not have any further obligations hereunder. Any party that discovers or is notified of the discontinuation of its funding for this CONTRACT, agrees to notify the other parties of said discontinuation as soon as is practicable.

In the event the Contract is terminated prior to its completion, the CONTRACTOR upon payment, as specified, shall deliver to the City all access materials (badges, keys, etc.), reports, documents, lists, or other materials which have been prepared in the course of the work done under this Contract. All such material shall become and remains the property of the City.

#### **§ 6.0 NON-DISCRIMINATION**

The City does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or in the providing of services. The CONTRACTOR agrees to abide by the state and applicable Federal nondiscriminatory policies while performing services under this CONTRACT.

#### **§ 7.0 DRUG, TOBACCO, AND ALCOHOL USE**

CONTRACTOR shall comply with all applicable federal, state and local laws regarding smoke free and drug free work places and shall make a good faith effort to ensure that any of his employees or permitted subcontractors engaged in the work being performed hereunder do not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

#### **§ 8.0 INDEPENDENT CONTRACTOR STATUS**

It is understood and agreed by the parties that CONTRACTOR shall perform all duties hereunder as an independent contractor and not as the agent of the City and, therefore, no agency or partnership relationship exists between the City and CONTRACTOR. CONTRACTOR has full opportunity to find other business and has made an investment in its business. CONTRACTOR will retain sole and absolute discretion in the judgment of the manner and means of carrying out its activities and responsibilities under the contract. It is further understood and agreed the CONTRACTOR shall not be considered an employee of the City and shall not be eligible for city employee benefits, including worker's compensation coverage.

## **§ 9.0 INDEMNIFICATION**

CONTRACTOR agrees to fully indemnify and hold harmless (but not defend) the City from any all liability, losses, damages, and expenses arising out of CONTRACTOR's negligent performance of his/its obligations hereunder.

Notwithstanding any language to the contrary, the CONTRACTOR shall be liable for any personal injury or damage to real property or tangible personal property, caused by his/its negligence.

CONTRACTOR shall, at CONTRACTOR's expense, secure and maintain in effect throughout the duration of the contract, insurance of the following kinds and limits set forth in this Section. The CONTRACTOR shall furnish a certificate of insurance and endorsements in a form acceptable to the City before starting work or within ten (10) days after the notice of award of the contract, which ever date is reached first. All insurance policies, except professional liability insurance, shall be written with insurance companies licensed to do business in the State of Ohio and having a rating of at least A-VII, according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the City.

The following provision shall also be stated on each applicable certificate of insurance: "Should any of the above described policies be canceled before the expiration date, the issuing company shall mail fifteen (15) days' written notice to the certificate holder named to the left."

CONTRACTOR shall require any of its subcontractors to secure and maintain insurance as set forth in this Section.

The limits of liability for the insurance required shall provide coverage for the following amounts, or greater where required by law:

### **A. Commercial General Liability:**

i. Coverage to include, Broad Form Property Damage, Contractual and Personal Injury.

ii. Limits:

|                      |                |
|----------------------|----------------|
| a. General Aggregate | \$1,000,000.00 |
| b. Each Occurrence   | \$1,000,000.00 |
| c. Personal Injury   | \$1,000,000.00 |

iii. Coverage for all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant.

### **B. Professional Liability:**

i. Per Claim/Aggregate \$1,000,000.00

ii. Coverage for all claims caused by the CONTRACTOR's negligence, anyone directly or indirectly employed by the CONTRACTOR, and the CONTRACTOR's obligations under the indemnification provisions of the contract to the extent same are covered.

### **C. Workers' Compensation:**

i. Workers' compensation insurance shall be in accordance with the provisions of the laws of the State of Ohio, including occupational disease provisions, for all employees who perform work pursuant to the contract, and in case work is subcontracted, the CONTRACTOR shall require each subcontractor similarly to provide Workers'

Compensation Insurance. All self-insured policies of workers' compensation insurance shall include a waiver of subrogation in favor of the City. In case employees engaged in hazardous work under the contract are not protected under said worker's compensation insurance, the CONTRACTOR shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

**D. Comprehensive Automobile Liability:**

i. Coverage to include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury, and property damage.

ii. Limits:

a. Combined Single Limit \$1,000,000.00

**E. Umbrella:**

i. Limits:

a. Each Occurrence/Aggregate \$1,000,000.00

**F.** The City, its officials, officers, employees, and agents shall be included as an additional insured on all insurance policies identified herein except Workers' Compensation and Professional Liability. All such insurance shall be primary and non-contributory coverage as respects a covered loss. The CONTRACTOR shall be responsible for the payment of all premiums and deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, agents, and employees.

**§ 10.0 CONFIDENTIALITY**

Contractor shall maintain any and all records associated with the subject of this contract in accordance with any applicable state and federal laws, including but not limited to Ohio Revised Code, and the Health Care Portability Act.

**§ 11.0 ASSIGNMENT OR SUBCONTRACT**

This CONTRACT shall not be assigned or subcontracted without prior written consent of the City.

**§ 12.0 BINDING EFFECT, AMENDMENTS OR MODIFICATION**

This CONTRACT shall bind the parties hereto, their respective assigns, successors, receivers, and legal representatives of any type whatsoever, and shall not be modified unless done so in writing signed by any party sought to be bound by any such modification.

**§ 13.0 ENTIRE CONTRACT**

The CONTRACT constitutes the entire understanding between the parties hereto with reference to the matters contained herein, there being no conditions, warranties or representations other than those contained herein.

#### **§ 14.0 WAIVER**

The failure of any party to exercise or enforce in any respect any right or provision provided for in this CONTRACT shall not be deemed a waiver of any such right or provision.

#### **§ 15.0 GOVERNING LAW**

Contractor, any subcontractor or person acting on behalf of Contractor, in the execution of duties and obligations hereunder, agrees to comply with all applicable federal, state and local laws, rules, regulations and ordinances.

This CONTRACT shall be construed under and in accordance with the laws of the State of Ohio and venue for any dispute will be in the appropriate court in Franklin County.

#### **§ 16.0 NOTICE**

Any notice required hereunder shall be made in writing and shall be accomplished by personal delivery, facsimile, or by United States mail, certified, return receipt requested, addressed to the following parties:

Troy Euton  
Park and Rec Partners, LLC  
5184 Hialeah Court  
Columbus, Ohio 43221

Mayor  
City of Gahanna  
200 S. Hamilton Road  
Gahanna, Ohio 43230

#### **§ 17.0 SEVERABILITY**

If any provision of this CONTRACT shall be invalid, illegal, or unenforceable, in any respect, said provision shall be severed. The validity, legality, and enforceability of all other provisions of this CONTRACT shall not in any way be affected or impaired unless such severance would cause this CONTRACT to fail of its essential purpose.

#### **§ 18.0 HEADINGS**

The headings herein are for reference only. They are not intended and shall not be construed to be a substantive part of this CONTRACT or in any other way to affect the validity, interpretation, or effect of any of the provisions of this CONTRACT.

#### **§ 19.0 LIABILITY AND DAMAGE**

The total amount of all claims the City may have against the CONTRACTOR under this CONTRACT or arising from the performance or non-performance of the Services under any

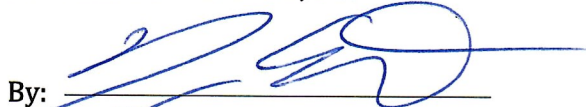
theory of law, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the lesser of the fees or \$200,000. As the City's sole and exclusive remedy under this CONTRACT any claim, demand or suit shall be directed and/or asserted only against the CONTRACTOR and not against any of the CONTRACTOR's employees, officers or directors.

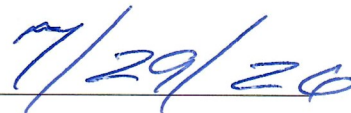
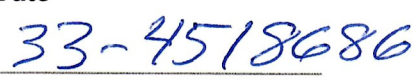
Neither the City nor the CONTRACTOR shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected to this CONTRACT or the performance of the services on this Project. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, unrealized energy savings, diminution of property value or loss of reimbursement or credits from governmental or other agencies.

There are no further paragraphs to this document.

IN WITNESS WHEREOF, the parties have executed this CONTRACT on the last day and year set aside their respective signatures.

**Park and Rec Partners, LLC**

By:   
Troy Euton  
President

  
Date  
  
Social Security # or FID #

**City of Gahanna, Ohio**

By: \_\_\_\_\_  
Laurie A. Jadwin, Mayor

\_\_\_\_\_  
Date

Approved as to Form:

\_\_\_\_\_  
Priya Tamilarasan, City Attorney

**CITY OF GAHANNA, OHIO**

**REQUEST FOR PROPOSAL**

**FOR**

**CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES**

**ACADEMY PARK RENOVATIONS PROJECT**

**City of Gahanna, Ohio**  
**Department of Parks and Recreation**  
**Stephania Ferrell**  
**Director of Parks and Recreation**

**Submittals Due:**  
**April 22, 2026, at 5:00 PM**



## TABLE OF CONTENTS

|                                  |   |
|----------------------------------|---|
| PROJECT SUMMARY .....            | 3 |
| DETAILED SCOPE OF SERVICES ..... | 4 |
| PROPOSAL SUBMITTAL.....          | 7 |
| PROPOSAL CONTENT AND FORMAT..... | 8 |
| EVALUATION CRITERIA .....        | 9 |

### ATTACHMENTS

Attachment A – Academy Park Planset\*

Attachment B – Academy Park Playground Planset\*\*

Attachment C – Academy Park Specifications\*

Attachment D – Academy Park Geotech Report (submitted with bid as supporting information)

Attachment E – Draft Opinion of Probable Cost

Attachment F – Gahanna’s Standard Owner-Contractor Agreement\*

Attachment G – Gahanna’s Standard Terms and Conditions\*

Attachment H – Professional Services Contract

Attachment I – Proposal Pricing Form

\* Contractual Document for City of Gahanna’s Competitive Bidding Process for Construction

\*\* Contractual Document for Separate Contract, but included in Academy Park Project

*Note: Construction documents have not yet been approved for construction and finalized for bid.*

## **Request for Proposals (RFP) for Academy Park Renovations**

**Request Release Date: March 25, 2026**

**Submittals Due: April 22, 2026**

**Submit To:** Email “CA/Ci Academy Park Renovations” to [catherine.eichel@gahanna.gov](mailto:catherine.eichel@gahanna.gov)

**Purpose:** The City of Gahanna is seeking a contract with a professional services team for the Construction Administration and Inspection of renovations at Academy Park.

**Project Contact:** Catherine Eichel, Parks and Recreation Capital Projects Manager

### **1. Project Summary and Goals**

The Academy Park Renovations project includes improvements within Academy Park at 1201 Cherry Bottom Road. Academy Park, at 107 acres, is the largest park within the Gahanna Parks and Recreation Department (GPRD) system and features seven baseball diamonds, two basketball courts, grass fields, a shelterhouse, a playground, and access points to two of Gahanna’s premier trails, the Mountain Bike Trail and the Big Walnut Trail.

Several of Academy’s facilities are beyond their useful life and require rehabilitation or replacement. *Attachment A. Academy Park* and *Attachment B. Academy Park Playground Plansets* show the improvements planned at Academy Park, which include but are not limited to, demolition of the existing shelterhouse, construction of a new shelterhouse, demolition of the existing playground, construction of a new playground, expansion of the parking lot, significant improvements to the existing parking lot including enhanced stormwater infrastructure, paving improvements including both milling and full depth replacement, the inclusion of parking lot lights and electric vehicle chargers, new dumpster pad and enclosure, construction of a new permanent stormwater feature, repair of basketball courts, multi-use trail and sidewalk improvements, accessibility improvements, and upgraded utilities including water, sanitary, cable, and electric. The completed project will be owned and operated by the GPRD.

Construction drawings, specifications, and site investigation (*Attachment(s) A through D*) for the Academy Park Renovations have been prepared by the following team of design professionals (DPs): POD Design (Landscape Design), Advanced Civil Design (Civil and Site), BBCO (Architect), Schaefer, Inc, (Structural, sub to Architect), Geotechnical Consultants (Geotech), McMullen Engineering Co (MEP), and Advanced Engineering Consultants (IT). The Academy Park Playground was designed by POD Design and Midstates Recreation. The estimated construction cost is shown in Attachment E. *Draft Opinion of Probably Cost*.

The City’s schedule for construction is based on issuing a notice to proceed (NTP) to the selected contractor in late July / August 2026 and with a substantial completion date fourteen to eighteen months from NTP. The construction contract will be procured through a sealed bidding process and will be subject to Gahanna’s standard construction contract documents (*Attachments F and G*) and construction documents (*Attachments A and C*). The Academy Park Playground, *Attachment B. Playground Plans*, will be constructed in conjunction with this project, but will be awarded through a separate City contract. Rough grading and concrete work for the playground will be completed within the general improvements project.

There are several coordination challenges unique to this project. As noted above, with the general renovations and playground renovations being awarded through separate contracts but being constructed in tandem, the awarded CA/CI consultant's responsibilities and scope of services shall apply to both contracts. In addition, it is the City's intent that, to the extent possible, that while the Park will be closed to the general public for the duration of construction, that the construction can be structured in such a way to allow for the local baseball league to utilize the fields starting in Spring 2027, even if access to other facilities is limited.

The Academy Park Renovations project will be supported primarily with City funds with a percentage funded as an ODNR grant.

## **DETAILED SCOPE OF SERVICES**

### **Task 1. Construction Administration**

The Consultant shall appoint a Construction Manager (CM) who shall serve as the City's representative with the Contractor during construction. This CM will work directly with the City of Gahanna Parks Project Construction Manager, or project representative, as appointed by the City to facilitate construction.

The awarded CA/CI team shall review and be aware of all contract documents, construction drawings and specifications, City general conditions, and other related documents; as well as City processes related to Construction. The CM shall adhere to these processes and should confer with the City immediately when these processes are breached. The CM and CI staff should identify possible coordination and construction risks throughout the duration of the project, and confer with the City appropriately to proactively address these issues.

In addition, the CM shall have the following responsibilities:

- a. **Schedule Review and Monitoring:** The CM shall review and monitor all construction schedules; the schedule of shop drawing and sample submittals and any other schedules prepared by the Contractor and consult with the City concerning acceptability of such schedules. When reviewing and monitoring schedules, the CM shall:
  - i. Verify that schedule-related items, including activities, milestones and phasing, are in compliance with the contract documents.
  - ii. Verify the reasonableness of activity durations with regard to the quantities of work involved.
  - iii. Verify the reasonableness in the level of detail, associated quantities and pricing of items as presented in the Schedule of Values.
  - iv. Consider submittals, material deliveries and lead times, and related inspection requirements.
  - v. Include recommendations to the City for acceptance, acceptance as noted, rejection, or revision and resubmittal of any Contractor schedule.
  - vi. Identify and communicate any activity that may impact critical path or overall schedule.
  - vii. Provide regular updates identifying open and overdue submittals.
- b. **Record Keeping:** The CM shall maintain appropriate project records. Project records shall include but are not limited to contracts, correspondence issued and received, construction documents, requests for information (RFIs), request for proposals (RFPs), change orders (COs), regular and special inspections, material testing results, claims, warranties, operations and maintenance manuals, start-up testing, and updated design documents including as-builts. Project records that cannot be electronically recorded or filed, such as material samples, shall be maintained at a City-approved location. Project Records shall be maintained in an organized and accessible format for use by the city during and after construction.
- c. **Submittal Review and Monitoring:** The CM shall fully coordinate the submittal review process and monitor all submittals to support timely processing by the City and design firms, including

- tracking so the City is aware of the status of all submittals at any given time. The CM shall receive samples that are furnished at the site and notify the City of the availability of the samples for examination. The CM shall advise the City of the commencement of any portion of the Work requiring a submittal if the CM believes that the submittal has not been received from the Contractor. The awarded firm will be responsible for providing a software system or working with the GC's system at the City's discretion.
- d. Requests for Information or Interpretation (RFI): The CM shall review and monitor all RFIs from the Contractor to support timely responses by the City and design firms. During this process, the CM shall:
    - i. Receive from the Contractor submittal of any matters in question concerning the requirements of the Construction Contract Documents or relating to the acceptability of the Work under the Construction Contract Documents.
    - ii. Return RFIs to the Contractor that are not valid because the requested information is within the contract documents or do not contain adequate information for a response.
    - iii. Communicate any valid RFI to the City and design firms as appropriate, requesting a response.
    - iv. Facilitate responses, typically within five (5) calendar days of receipt of notification. Responses may require changes to specifications and/or drawings by the design firms.
    - v. Notify the city of any RFI responses not received within the target timeframe and provide recommended actions to mitigate potential schedule impact.
    - vi. Return RFI response(s) to the Contractor.
    - vii. Identify Open and Overdue items in regular updates to the city.
  - e. Requests for Proposals (RFPs):
    - i. In the event a Change Order is needed, after consultation with the City, the CM shall consult with DPs to prepare an RFP, review it with the City, and submit it to the Contractor for Pricing.
    - ii. The CM shall prepare a parallel and independent cost estimate when requested. Such cost estimate shall include a basic cost comparison or rationale supporting the CM's evaluation.
    - iii. The CM shall review received Contractor pricing for accuracy, appropriate mark-ups, and cost and negotiation.
    - iv. The CM shall provide a written recommendation for all change orders, indicating whether the work is within the original contract scope and whether the proposed pricing is reasonable
  - f. Claims and Disputes: The CM will assist the City in researching and managing potential claims and provide documentation, correspondence, and recommendations to the City.
  - g. Conferences and Meetings: The CM shall lead and facilitate meetings with the City and/or Contractor, including preconstruction conferences, monthly coordination meetings, monthly progress meetings, and other Project-related meetings. The CM shall develop the agenda as well as distribute copies of minutes thereof (draft minutes within one week of a meeting and final minutes presented at the next meeting). Meeting minutes shall include action items, responsible parties, and required completion dates.
  - h. Contractor's Application for Payment: The CM shall review all payment applications to ensure compliance with contract requirements. The CM shall verify that payment applications are supported by appropriate documentation, including quantities installed and percentage complete. The CM coordinates with the Construction Inspector (CI) to confirm that the Contractor's payment applications are accurate/complete and can be recommended to the City for payment.
  - i. Contract Modification and Change Order (CO) Management: The CM shall coordinate, evaluate, and process potential CO requests by the Contractor. The CM's evaluation of CO requests includes, but is not limited to, the following:

- i. Scope, schedule, and costs are reasonable
  - ii. Unit costs are reasonable
  - iii. Quantities are accurate
  - iv. The level of detail is appropriate
  - v. Work has not been completed as part of other work or is part of original contract documents.
- The CM shall help the City negotiate on these items as appropriate.
- j. Inspections, Tests, and System Start-ups: The CM shall consult with the City in advance of any scheduled inspection, tests, and systems start-ups. The CM will observe, record, and report to City appropriate details relative to the test procedures.
- k. Substantial Completion: The CM shall assist the City in the preliminary inspection of the project, including development and distribution of the Project Punchlist, to verify Substantial Completion.
- l. Final Completion and Closeout: The CM shall assist the City in the final inspection of the project, which includes confirming the Contractor's completion of work listed on the Project Punchlist. The CM shall track punch list items and provide regular status updates to the city until all items are complete. Consultant will observe all equipment, and associated systems are fully checked and request copies of startup reports prepared by manufacturer's representatives. The consultant will coordinate training and maintenance schedules with the City's records-keeping system.
- m. Limits to the CM's Responsibility and Liability: Neither the activities of CM, nor the presence of the CM's employees or subconsultants at the construction/project site, shall relieve the Contractor, subcontractors, suppliers, and any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending, or coordinating the work in accordance with the Contract Documents, City regulations, and any health or safety precautions required by any regulatory agency having jurisdiction.
- n. Coordination with Design Professionals (DPs):  
The City has contracted with the DPs (Section 1) for this project for the following construction-phase services:
  - i. Attendance at the pre-construction meeting.
  - ii. Submittal / shop drawing reviews.
  - iii. Responding to design-related RFIs, including preparation of updated drawing sheets and RFPs as needed. These responses may require site visits to gain information in certain circumstances.The awarded CA-CI firm for this project will be responsible for coordination with the DPs during construction.
- o. The CM shall not:
  - i. Authorize any deviation from the Construction Contract Documents or substitution of materials or equipment (including "or-equal" items) without appropriate approvals by DPs and the City.
  - ii. Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences, or procedures of the Work, by the Contractor or any other Constructor.
  - iii. Accept Shop Drawing or Sample submittals from anyone other than the Contractor.
  - iv. Supervise, direct, or have control over the Contractor's work.

## **Task 2. Construction Inspection**

- a. The Consultant shall furnish a Construction Inspector (CI) to observe the progress and quality of the Work. The CI shall be the City's representative at the Site and shall confer with the City throughout the duration of construction.

- b. The CI shall inform the City of any instance, on a daily basis, where adherence to contract documents is not met.
- c. The CI's inspection duties and services shall include the following:
  - i. Maintain regular on-site presence aligned with construction activities
  - ii. Be familiar with and knowledgeable of all Contract Documents, including plans, general conditions, specifications, and applicable standards.
  - iii. Prepare and maintain daily reports of site activities and document work performed through site photos. These daily reports shall include work performed and observed issues or deviations from the contract documents.
  - iv. Photo documentation and organization of work for future maintenance needs.
  - v. Verify adherence of construction performed to the contract documents.
  - vi. Review draft applications for payment with CM and Contractor for accuracy and compliance with contract requirements.
  - vii. If an instance arises where the Contractor proceeds with work that does not conform to the contract documents, the CI shall immediately notify the City and document non-compliant work on the daily report and with photos. The CI will track and follow up on all identified non-conforming work until resolution is confirmed.
  - viii. Verify that the Contractor is maintaining a marked-up set of redline construction documents and regularly coordinate with the Contractor to reconcile any observed differences. Verify that the Contractor is updating permitting authorities with updated design information prior to inspections.
- d. Limits to the CI's Responsibility and Liability: The activities of the CI shall not relieve the Contractor, subcontractors, suppliers, and any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending, or coordinating the work in accordance with the Contract Documents, and any health or safety precautions required by any regulatory agency having jurisdiction.

### **Task 3. Material Testing and Special Inspections**

- a. The Consultant shall facilitate and be responsible for all special inspections, materials testing and certifications as shown in the attached Construction Documents (*Attachments A through C*).

### **PROPOSAL SUBMITTAL**

Consultants shall email their Proposal in pdf format (no hard copies will be accepted), no later than 5:00 p.m., April 22, 2026, to:

Catherine Eichel, Capital Projects Manager  
Catherine.eichel@gahanna.gov

Submittals are **not** returnable and will become the property of the City. Please be advised that once submitted, the Proposals will become "public record" and are available to all for inspection and copying, upon request. Consultants are solely responsible for examining the complete RFP, including all documents, instructions, reports, and any addenda to these documents, and for responding in full compliance with these instructions. **Any addenda to this RFP will be posted at the 'Bids-RFPs-RFQs' portion of the City's Competitive Procurement website; responding Consultants are responsible for monitoring this**

**website for any such addenda.**

All questions pertaining to information within or related to this RFP shall be submitted via email to Catherine Eichel by no later than **April 15<sup>th</sup>, 2026**. The City may, in its sole discretion, extend the Proposal due date if such action is deemed necessary by the City, to satisfy the requirements of the RFP process.

## **PROPOSAL CONTENT AND FORMAT**

Proposals shall be formatted in accordance with the structure presented below.

### Section A: Letter of Transmittal

The Letter of Transmittal shall include the Firm's Name and Address, Point of Contact Name, Title, telephone number, and e-mail address. The letter shall be signed by a duly authorized representative of the Consultant submitting the Proposal.

### Section B: Approach and Methodology

Describe the proposed approach. The approach should address both the detailed Scope of Services and also be specific to this Project. The Consultant shall also include any other relevant information concerning your firm's qualifications for the Project.

### Section C: Proposed Project Timeline

Propose a project schedule depicting the timing of all work activities starting from the Notice to Proceed. This schedule should identify any assumptions used in developing the schedule.

### Section D: Project Team

Submit an organizational chart illustrating the project team members and any subconsultants. Indicate the names, titles, responsibilities, office location(s), and percentage available for this project for each proposed team member, including the Project Manager. This section should also include any relevant certifications for project team members. The organizational chart shall clearly identify the DBE/EDGE/SBE status of any firms proposed for the project.

### Section E: Project Experience

Submit at least three 1-page project descriptions from work performed that demonstrates the Project Team's experience with the work described in this RFP. Each project description shall include the following:

- General description of services,
- Project completion date,
- Consultant contract value as applicable,
- Owner contact information (including phone and email address),
- Role(s) of proposed project team members on the submitted project.

### Section F: Proposed Pricing

Submit a completed Pricing Schedule using the *Attachment I. Proposal Pricing Form* along with a billing rate schedule. The submitted Pricing Form shall include total Consultant hours per task, total Consultant fee

per task, and Subconsultant fees per task (if any). The City reserves the right to negotiate a final, adjusted not-to-exceed total fee estimate in accordance with Quality Based Selection (QBS) Processes of the Ohio Revised Code (ORC). Consultant shall note any exceptions and/or assumptions as necessary in their submittal proposal. The submitted Pricing Form shall clearly identify the total value of services to be provided by DBE/EDGE/SBE firms.

Section G: Team Member Resumes

Submit resumes of proposed staff shown on the Project Team Organizational Chart.

## 7. EVALUATION CRITERIA

Each Proposal will be evaluated based on the firms' responses to the RFP criteria, as presented below:

| Section                                           | Maximum Points |
|---------------------------------------------------|----------------|
| Section B: Approach and Methodology               | 30             |
| Section C: Proposed Project Timeline              | 10             |
| Section D: Project Manager and Team               | 25             |
| Section E: Project Experience                     | 25             |
| Section F: DBE/EDGE/SBE Participation (Target 5%) | 10             |
| Total                                             | <b>100</b>     |

Following the selection of a Consultant based on the scoring criteria presented above, the City will schedule a meeting with the selected Consultant to review/finalize the project scope prior to entering into a contract. To the extent that this meeting indicates the need for any scope adjustments, the Consultant will submit a revised scope for approval to the City within two weeks of this meeting date.

The City will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. For guidance, staff members may refer to minority-owned, women owned, and socially and economically disadvantaged businesses approved by the Ohio Department of Administrative Services (DAS).

The City will enter into a contract with the selected consultant using Gahanna's standard Professional Services Contract (see *Attachment H*).

## 8. SHORTLIST SELECTION

Upon reviewing and scoring all submitted Proposals, the City reserves the right to shortlist qualified Teams for advancement. Presentation/Interviews may be required for shortlisted project teams.



## EXHIBIT B. CONTRACTOR PROPOSAL



July 16, 2026

Troy Euton, President  
Park and Rec Partners, LLC  
5184 Hialeah Court  
Columbus, Ohio 43221

Ms. Catherine Eichel, Project Manager  
Department of Parks and Recreation  
City of Gahanna  
200 South Hamilton Road  
Gahanna, Ohio 43230

### **Re: Appreciation and Revised Section F – Academy Park Project**

Dear Ms. Eichel,

On behalf of Park & Rec Partners, I want to express our sincere appreciation for being selected as the Construction Administration and Construction Inspection firm for the Academy Park project. We value the trust Gahanna Parks & Recreation has placed in us, and we are fully committed to delivering the high-quality oversight, communication, and project stewardship that this important community investment deserves.

We also appreciate the productive discussion during our recent scope and fee meeting. As requested, we have revised **Section F** to reflect the clarifications and adjustments agreed upon relative to plan finalization and bid support. The updated language aligns with the expectations outlined in our conversation and ensures that our responsibilities, deliverables, and coordination procedures are clearly met.

We look forward to supporting the City of Gahanna and the Academy Park project team through a smooth, transparent, and successful construction phase. Thank you again for the opportunity to partner with you.

Respectfully,



Troy Euton  
President and Principal-in-charge

TROY EUTON  
PRESIDENT

TROY@PARKANDRECPARTNERS.COM

(513) 553-0966  
COLUMBUS, OHIO



## Section F — Proposed Pricing

Revised 7-16-26

### Pricing Overview

- PRP, LLC will perform Construction Administration and Construction Management at two different rates; one rate for each function. See below.
- CTL will perform various functions of inspection and testing at various rates with various personnel.
- Jim Gates and David Stearns will be on-site, part-time, inspectors.
- Prebid preparation, bid support, contractor selection or other administrative support will be provided on an hourly basis at the CA rate. Fee for these hours to be deducted from the CA/CM lump sum. Balance of CA/CM lump sum will be billed over an 18-month project period, commencing when the construction contract is executed.
- Sub-consultants will be billed hourly, or per inspection/test, as appropriate, on a monthly basis, as services are rendered.
- Furnished pricing does not include surveying, if needed.
- Furnished pricing does not include any owner's fees to be paid to Gahanna, other municipalities or government regulatory organizations as part of any permitting or certification processes.

| <b>Consultant - PRP</b>            |                         | Total |     |          | Total            |
|------------------------------------|-------------------------|-------|-----|----------|------------------|
| Task                               | Description             | Hours | Fee | Expenses | Fee (\$)         |
| 1                                  | CA                      | 320   | 250 | 1,000    | 81,000           |
| 1A                                 | CM                      | 1,300 | 200 | 4,000    | 264,000          |
| <b>Sub-Consultants – JG/CTL/DS</b> |                         |       |     |          |                  |
| 2                                  | Construction Inspection | 1,350 | 85  |          | 114,750          |
| 2A                                 | Special/Material/Geo    | 280   | LS  | 1,500    | 40,000           |
| <b>Total lump sum fee</b>          |                         |       |     |          | <b>\$499,750</b> |

CTL Engineering is MBE/EDGE certified. Work identified in 2A above.

**Total MBE/EDGE participation (8.0 %)                      \$ 40,000**

### Fee Schedule-Hourly Rates/Expenses

|                                      |                         |             |
|--------------------------------------|-------------------------|-------------|
| Construction Administrator           | Troy Euton              | \$250/ hour |
| Construction Manager                 | Troy Euton              | 200/hour    |
| Construction Inspector               | Jim Gates/David Stearns | 85/ hour    |
| Structural Steel Technician Level II | CTL                     | 128/hour    |
| Technician Observation & Testing     | CTL                     | 85/hour     |
| Professional Engineer                | CTL                     | 225/hour    |
| Trip charge                          | CTL                     | 30/trip     |

TROY EUTON  
PRESIDENT

TROY@PARKANDRECPARTNERS.COM

(513) 553-0966  
COLUMBUS, OHIO



# **Proposal for Construction Administration & Inspection Services**

## **Academy Park Renovations Project**

**April 22, 2026**





**Ms. Catherine Eichel**  
Capital Projects Manager  
City of Gahanna Department of Parks & Recreation  
[Catherine.eichel@gahanna.gov](mailto:Catherine.eichel@gahanna.gov)

---

Dear Ms. Eichel,

On behalf of Park & Rec Partners, LLC (PRP), I am pleased to submit our proposal for Construction Administration and Inspection (CA/CI) Services for the Academy Park Renovations Project. As a firm rooted in municipal parks and recreation, we understand how important Academy Park is to the Gahanna community and how critical it is that construction is well-coordinated, transparent, and responsive from start to finish.

This project reflects the work we know best: multi-contract park improvements, public sector compliance, and hands-on field oversight that keeps projects moving and stakeholders informed. We recognize the specific coordination needs ahead—balancing two construction contracts, maintaining baseball field access starting in the Spring 2027, and supporting a multi-disciplinary design team through construction. All while ensuring the quality of the result meets the highest standards.

Our team includes:

- Troy Euton, CPRP — Principal-in-Charge & Construction Administrator/Manager
- James “Jim” Gates — Construction Inspector
- David Stearns, CPSI — Construction Inspector
- CTL Engineering — Special Inspections, Materials Testing, and Compaction Testing

We appreciate the opportunity to continue supporting the City of Gahanna and look forward to helping deliver a successful, community-ready Academy Park renovation.

Sincerely,

Troy Euton, CPRP  
President & Principal-in-Charge  
Park & Rec Partners, LLC

## Section B — Approach & Methodology

### Project Understanding

Academy Park is a large baseball facility with a multi-contract renovation involving:

- New shelter house with restrooms and concessions
- New playground (separate contract)
- Parking lot expansion and reconstruction
- Landscaping installation
- Owner-installed amenities
- Stormwater infrastructure upgrades
- Trail and sidewalk improvements
- Utility upgrades
- Basketball court repairs
- EV chargers and lighting
- Permanent stormwater feature
- Coordination with baseball field access in Spring 2027

An existing community park going under partial reconstruction is always challenging. The construction activity coupled with curious members of the community present a unique set of challenges for this site. The Big Walnut Trail traversing the site to the west presents another point of public entry that must be addressed. We must be diligent in addressing and minimizing any compromises to safety on the site. This will be challenging.

Coordinating continued use of the site by Gahanna Junior League Sports beginning in the spring of 2027 will require diligent production and schedule adherence. Effective communication and site planning will be key for this success.

### **Our Methodology: Owner-Level, Specialty Leadership, experienced Gahanna, and Ohio**

Park & Rec Partners' experience is focused entirely within Ohio, where they have managed municipal, parks, recreation, and community-focused capital projects across the state. This local, and focused, specialization is a strength: they understand Ohio's permitting processes, procurement norms, construction market conditions, and public-sector expectations. More importantly, they understand park and recreation construction, with 160 years of experience among the four individuals comprising this team. This experience is invaluable to your project. Gahanna-based experience ensures we understand the operational, safety, and community-impact considerations that drive a project of this scale.

Troy Euton adds a uniquely valuable perspective, having self-performed the owner's representative role on more than \$200 million in public improvements. These efforts were carried out on behalf of the government organizations he served—meaning Troy not only delivered high-quality projects, but then operated and managed those facilities for years after completion. This true “owner experience” provides insights few firms can match and lessons learned that most firms have never encountered. Serving as an owner's representative has been the foundation of Troy's 32-year public-sector career.

## **Our Approach: Hands on, daily site interaction, providing high quality outcomes.**

Troy Euton, CPRP, brings unmatched expertise in owner's representation, construction administration, and strategic planning for public sector clients. He brings more than 32 years of experience leading complex capital projects, municipal operations, and community-defining facilities. His leadership ensures transparent communication, risk-aware decision-making, and consistent alignment with community values and operational realities.

A public project of this magnitude must balance the priorities, operational needs, and long-term interests of the community as the user, and GDPR as the operator. This requires a structured decision-making framework, transparent reporting, and a single point of accountability to prevent misalignment or delays.

Public park projects carry elevated expectations for durability, safety, and long-term performance. CTL Engineering's special inspections, materials testing, and geotechnical testing services will be essential to ensuring compliance with structural, geotechnical, and life-safety requirements. Simultaneously, the experience of Park and Rec Partners will provide invaluable owner perspective construction oversight.

In addition, grant and bond-funded projects require predictable timelines and cost control. Early identification of risks, scope gaps, and escalation pressures will be critical to maintaining financial stability and meeting GDPR and Gahanna Junior League Sports calendar expectations.

## **Construction Administration & Construction Management:**

Park & Rec Partners will provide leadership and on-site presence to deliver:

- Rigorous oversight of schedule, construction, and budget
- Principal-level involvement from start to finish acting as CA and CM
- Structured risk and quality management
- A single point of accountability for all aspects of the project
- Clear, decision-ready communication

These priorities will be delivered through effective Construction Administration utilizing the following protocols:

- **Schedule Review & Monitoring**

We will evaluate logistics, durations, phasing, critical path, submittal sequencing, and long-lead items. Weekly schedule reviews will identify risks early.

- **Submittal Management**

PRP will manage the submittal log, coordinate with design professionals, and ensure timely turnaround. We will use either PRP's system or the GC's system per City preference.

- **RFI Management**

PRP will screen RFIs for validity, route them to the appropriate design professional, track response times, and escalate overdue items.

- **Change Order Evaluation**  
PRP will evaluate cost estimates, evaluate contractor pricing, confirm quantities, and provide written recommendations.
- **Payment Application Review**  
PRP will verify quantities, percent complete, stored materials, and compliance with contract documents.
- **Meeting Leadership**  
PRP will lead preconstruction, progress, and coordination meetings, prepare agendas, and issue minutes with action items and deadlines.
- **Recordkeeping**  
PRP will maintain complete digital project records including RFIs, submittals, COs, testing reports, meeting minutes, and as-built documentation.
- **Coordination with Design Professionals**  
PRP will ensure timely responses, site visits when needed, and alignment between design intent and field conditions.
- **Certified Payroll Review**  
PRP will review all certified payroll submissions to ensure the documents represent the work on the site accurately.

## **Construction Inspection**

### **Regular On-Site Inspection**

The priorities will continue to be met through effective construction inspection. Jim Gates will serve as the primary on-site, contract inspector for PRP. David Stearns, CPSI will be utilized as needed, with focus on the playground and sports courts. CTL Engineering will provide specialized inspection and materials testing. In addition, CTL has a vast bench of all disciplines to be utilized as needed.

As the regular primary inspector, Jim's responsibilities include:

- Regular site presence aligned with construction activities
- Regular reports with photos, quantities, and compliance observations
- Immediate notification of non-conforming work
- Verification of redline drawings and permitting updates
- Review of pay applications with the CA
- Documentation of punch list progress and closeout compliance



## Materials Testing & Special Inspections

CTL Engineering will provide special inspections, materials testing and compaction testing.

- Concrete testing
- Asphalt testing
- Compaction testing
- Structural inspections
- Masonry inspections
- Soil testing

CTL is widely trusted by central Ohio municipalities, including Gahanna, and reduces administrative burden by providing a single, comprehensive testing package. CTL has additional expertise with a plethora of engineering experts at our disposal if needed. CTL is also a DBE/ MBE.

## Raken Reporting Software

The link below will provide a thorough overview of the reporting software PRP will utilize for your project. The graphic below illustrates the interoperability between Raken and other common platforms of various disciplines.

<https://www.rakenapp.com/features/integrations>





## Section C — Proposed Project Timeline

The timeline presented below assumes the following:

1. A Notice to Proceed is issued by August 1, 2026.
2. All permits are completed and in place for all work to begin.
3. A 16-month construction activity period.
4. Contractor has significant resources to dedicate to the project immediately.
5. Academy Park can be closed to the public from August 15 until spring (date TBD).
6. Utility companies are able to meet our schedule for disconnects and reconnects.

### Timeline Outline:

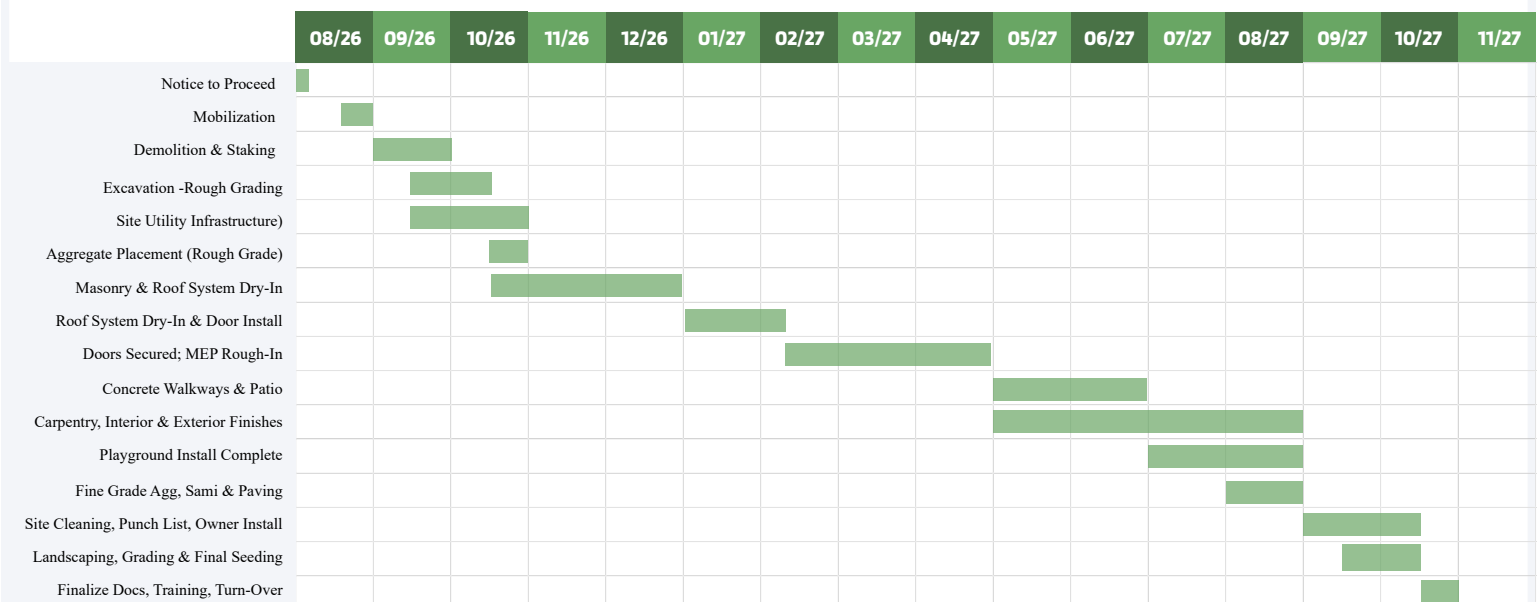
#### 2026

|                     |                                                     |
|---------------------|-----------------------------------------------------|
| 8-01                | Notice to Proceed                                   |
| 8-15 through 8-30   | Mobilization                                        |
| 9-01 through 9-30   | Demolition and staking                              |
| 9-15 through 10-15  | Excavation – rough grading                          |
| 9-15 through 10-30  | Site Utility infrastructure                         |
| 10-15 through 10-30 | Aggregate placement for hard surfaces (rough grade) |
| 10-15 through 12-30 | Masonry and roof system dry-in                      |

#### 2027

|                     |                                                                      |
|---------------------|----------------------------------------------------------------------|
| 1-1 through 2-15    | Roof system dry-in and door install                                  |
| 2-15 through 4-30   | MEP and security rough-in                                            |
| 5-1 through 6-30    | Fine grade aggregate, concrete walkways and patio                    |
| 5-1 through 8-30    | Carpentry, interior and exterior finishes, FF&E                      |
| 7-1 through 8-31    | Playground install complete                                          |
| 8-1 through 8-30    | Fine grade aggregate, Sami system and final paving                   |
| 9-1 through 10-15   | Site cleaning, move-out, begin punch list items, owner install items |
| 9-15 through 10-15  | Landscape install, finish grading and final seeding                  |
| 10-15 through 10-30 | Finalize docs, owner training, turn-over to owner                    |

## ACADEMY PARK



## **Section D — Project Administrator/Manager and Team**

### **Organizational Chart Data**

#### **Troy Euton, CPRP**

Principal-in-Charge / Construction Administrator/Construction Manager

Columbus, Ohio

Lead for schedule, submittals, RFIs, COs, and payment applications

Lead for project meetings, quality control, Inspection oversight

Primary liaison with City leadership

On site 15-20 hours per week

Availability: 50%

#### **Marc Montgomery, PE**

Principal, Construction Services

CTL Engineering, Inc. (MBE/DBE)

New Albany, Ohio

Special Inspections & Materials Testing

Special Inspections, Materials Testing and Geotech testing and engineering Support.

Marc will dispatch experts from his team as needed.

Availability: As needed

#### **James “Jim” Gates**

Construction Inspector (contract sole proprietor)

Ostrander, Ohio

Site observation and inspection

Inspection reports and photo documentation utilizing Raken

Verification of contract compliance

On site 15-20 hours per week

Availability: 50%

#### **David Stearns, CPSI**

Construction Inspector (contract sole proprietor)

Obetz, Ohio

Site observation and inspection

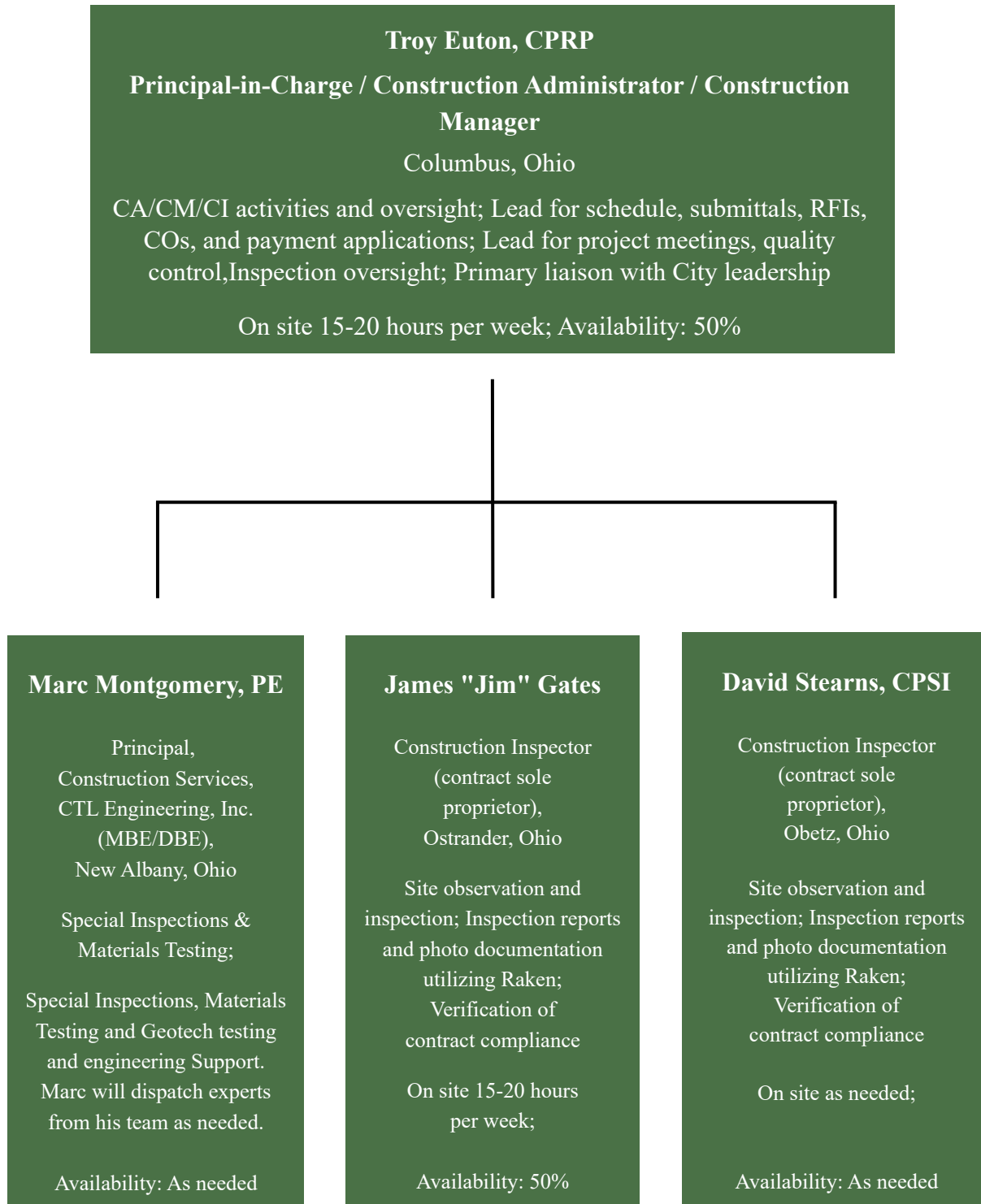
Inspection reports and photo documentation utilizing Raken

Verification of contract compliance

On site as needed (Budget 240 hours)

Availability: As needed

## Organizational Chart



## Section E

### RECENT RELEVANT PROJECT EXPERIENCE



#### Dorrian Green Park | Columbus, OH

This park was dedicated in 2018. It is the west gateway to the city and offers much needed green space for the Franklinton residents. It is an urban park designed by MKSK with a 638- space parking garage beneath the park, designed by Desman. Corna Kokosing was the contractor. This project was done in conjunction Capital South, a division of Downtown Columbus, Inc.

The park included a restroom structure, glass roof shelters, multiple gardens and open spaces, a playground and a spray ground entry feature.

#### Project Completion and Cost Performance

The project met schedule as planned. There were some cost overruns due to dewatering and difficult slurry wall construction for the underground parking garage in such a shallow aquifer area.

#### Project Communication and Coordination

Weekly project meetings for nearly three years kept the project on track and moving. The underground parking garage presented the biggest issue for the project with immense effort going into dewatering the site.

**Owner:** City of Columbus

**Contract Value:** \$34,000,000

**Award Date:** 2016

**Completion Date:** 2018

**Role:** CRPD Owners Rep

#### Contact Information:

Mr. Tony Collins  
tony.collins@ymcacolumbus.  
org  
(614) 604-4585





## Linden Park and Community Center | Columbus, OH

This project included the demolition of the existing 24,000 SF Linden Community Center, construction of the new 50,000 SF Community Center facility, and the redevelopment of the 19.5 acre park. Elford reconstructed the new building and incorporated the bricks from the original building.

The new facility features, a teaching kitchen, gymnastics room, indoor track, recording studio, full-size high school gym, medical partner space, multiple classrooms for community-wide youth learning, and a new, larger parking lot. This facility was also supplied with a backup generator to be a northern location emergency shelter.

The park features a redeveloped, natural pond, a spray ground, new tennis and basketball courts and new perimeter walking path.

### Project Completion and Cost Performance

The project finished within its budget, including allocated contingency. COVID hit during this project, which caused a temporary stoppage, and then slowed the production slightly. This resulted in a 3-month delay.

### Project Communication and Coordination

Demolition of the old center and taking the park offline had impacts on multiple community groups. CRPD worked with Columbus City Schools and arranged for use of parts of their facilities to continue to serve the public through construction.

**Owner:** City of Columbus  
**Contract Value:** \$24,800,000

**Start Date:** 2019

**Completion Date:** 2021

**Role:** CRPD Owners Rep

### Contact Information:

Mr. James Miller  
Columbus Recreation & Parks  
Design and Construction  
Administrator  
JCmiller@columbus.gov  
(614) 645-8941



## Bicentennial Park & Fountain Re-build| Columbus, OH

The updated design adopted a completely different mechanical model and reduced the number of hydraulic pumps from 47 to 6. The revised approach improved reliability, reduced maintenance costs and cut energy consumption. The new design includes:

- Three stainless steel halo structures with 300 fog nozzles
- A super shooter that can shoot water up to 100 feet in the air
- Sprite area that contains 344 fountain sprites that are lit by self-contained LED lights
- Increased seating and shaded areas and space for food trucks and carts, offering reprieve and refreshment to Downtown visitors; and
- Much improved electronic controls and programming for the fountain sequences with coordinated music.

**Owner:** City of Columbus  
**Contract Value:** \$16,000,000  
**Start Date:** 2022  
**Completion Date:** 2024

**Role:** CRPD Owners Rep

**Contact Information:**  
Ms. Bernita Reese  
Director, Columbus Recreation  
& Parks Department  
BARese@columbus.gov  
(614) 645-8432

### Project Completion and Cost Performance

The project kept schedule and was operating for a grand opening in May 2024. The complexity of the site with so many interferences, and the sophistication of the design did result in some overruns on this project. This was anticipated and funding was available to cover the issues.

### Project Communication and Coordination

Wet design out of Burbank California was the fountain designer and manufacturer. Their systems are very high quality and custom designed for each job. This created some uneasiness on the job site as no one had experience with their products. Early, continuous communication and education, along with factory installers on site for several months assisting with the install of their equipment, resulted in a quality install and operation.

## Section F — Proposed Pricing

### Pricing Overview

PRP, LLC will perform Construction Administration and Construction Management at two different rates; one rate for each function. See below.

- CTL will perform various functions of inspection and testing at various rates with various personnel.
- Jim Gates will be the on-site part-time inspector.
- David Stearns will be an on-site part-time inspector.
- Pricing assumes a 16-month project length.
- Furnished pricing does not include any surveying for any reason.
- Furnished pricing does not include any owner's fees to be paid to Gahanna, other municipalities or government regulatory organizations as part of the permitting or certification process.

#### Consultant - PRP

| Task | Description                 | Total Hours | Fee | Expenses | Total Fee(\$) |
|------|-----------------------------|-------------|-----|----------|---------------|
| 1    | Construction Administration | 320         | 250 | 2,900    | 82,900        |
| 1A   | Construction Management     | 700         | 200 | 3,800    | 143,800       |

#### Sub-Consultants – JG/CTL/DS

|   |                         |       |    |        |         |
|---|-------------------------|-------|----|--------|---------|
| 2 | Construction Inspection | 1,200 | 85 | 12,000 | 114,000 |
| 2 | Special/Material/Geo    | 280   | LS | 5,000  | 40,000  |
| A |                         |       |    |        |         |

**Total not to exceed fee \$380,700**

CTL Engineering is MBE/EDGE certified. Work identified in 2A above.

**Total MBE/EDGE participation (10.5%) \$ 40,000**

#### Fee Schedule-Hourly Rates/Expenses

|                                      |                         |              |
|--------------------------------------|-------------------------|--------------|
| Construction Administrator           | Troy Euton              | \$250 / hour |
| Construction Manager Construction    | Troy Euton              | \$200 / hour |
| Inspector                            | Jim Gates/David Stearns | \$85 / hour  |
| Structural Steel Technician Level II | CTL                     | \$128 / hour |
| Technician Observation & Testing     | CTL                     | \$85 / hour  |
| Professional Engineer                | CTL                     | \$225 / hour |
| Trip charge                          | CTL                     | \$30 / trip  |
| Mileage                              | PRP/JG /DS              | IRS Rate     |



## Section G — Resumes



### **Troy Euton, CPRP**

*President & Principal-in-Charge, Park and Rec Partners*

Mr. Troy Euton, CPRP, brings unmatched expertise in owner's representation, construction administration, and strategic planning for public sector clients. He brings more than 30 years of experience leading complex capital projects, municipal operations, and community-defining facilities. His leadership ensures transparent communication, risk-aware decision-making, and consistent alignment with community values and operational realities.

#### **QUALIFICATIONS**

B.S. Industrial Systems & Engineering, Ohio University, 1986

#### **PROFESSIONAL AFFILIATIONS**

National Recreation and Park Association – Member; Conference Presenter (2015, 2016)

Ohio Parks and Recreation Association – Member

Great Lakes Park Training Institute – Board of Regents (2005–2008)

#### **YEARS OF EXPERIENCE**

**Total:** 39 years

### **Relevant Recent Project Experience**

#### **Dorrian Green Park**

This park was dedicated in 2018. It is the west gateway to the city and offers much needed green space for the Franklinton residents. It is an urban park designed by MKSK with a 638-space parking garage beneath the park, designed by Desman. Corna Kokosing was the contractor. This project was done in conjunction Capital South, a division of Downtown Columbus, Inc.

#### **Linden Community Center, Columbus, Ohio**

This project included the demolition of the existing 24,000 SF Linden Community Center, construction of the new 50,000 SF Community Center facility, and the redevelopment of the 19.5-acre park. The new facility features, a teaching kitchen, gymnastics room, indoor track, recording studio, full-size high school gym, medical partner space, multiple classrooms for community-wide youth learning, and a new, larger parking lot.

#### **Bicentennial Park Fountain Rebuild, Columbus, Ohio**

The updated design adopted a completely different mechanical model and reduced the number of hydraulic pumps from 47 to 6. The revised approach improved reliability, reduced maintenance costs and cut energy consumption. The new design includes:

- Three stainless steel halo structures with 300 fog nozzles
- A super shooter that can shoot water up to 100 feet in the air. Sprite area
- that contains 344 fountain sprites that are lit by self- contain LED lights.
- Increased seating and shaded areas and space for food trucks and carts, offering reprieve and refreshment to Downtown visitors; and
- Much improved electronic controls and programming for the fountain sequences with coordinated music





#### QUALIFICATIONS

B.S. Civil Engineering, The Ohio State University, 1993

#### PROFESSIONAL REGISTRATIONS

Professional Engineer, Oh  
ODOT Construction  
Inspector Prequalification  
Committee ACEC  
Representative  
City of Columbus 2018  
C&MS Specification  
Committee  
American Concrete  
Institute, Central Ohio  
Chapter Member  
City of Columbus Special  
Inspector

#### YEARS OF EXPERIENCE

**Total:** 38 years  
**With CTL:** 38 years



**Marc Montgomery, P.E.**  
*Project Principal*

Mr. Marc Montgomery, P.E., has over 38 years of experience in quality control testing and construction inspection and more than 25 years of experience managing Construction Inspection / Administration contracts. He is responsible for supervision, coordination, document management and consultation related to these services. These responsibilities include a thorough understanding of client expectations, reviewing project plans and specifications before work begins, assigning appropriate project personnel, training personnel, and summarizing and reporting the data collected by these people. Mr. Montgomery also performs pile foundation load testing and forensic investigations for soils, concrete, and masonry. He is a former adjunct professor at Columbus State Community College, teaching civil engineering courses.

#### Relevant Project Experience Within the last 5 Years New Semiconductor Facility, New Albany, Ohio

This \$28B project involved constructing two new state-of-the-art semiconductor fabrication facilities. Ancillary structures included extensive utility corridors, air/gas and boiler/chiller buildings, a data center and a large office building located on a 500-acre site. Mr. Montgomery was the senior project manager for this extremely large complex project. During the peak of construction, CTL had **over 20 people on-site, working day and night across multiple shifts**. Our scope of services included all special inspections and construction materials testing services, as well as an accredited on-site testing laboratory for concrete compressive strength testing. The project consisted of multiple prime contractors working on aggressive schedules. There were many issues in the early phase of the project with reinforcement placement and concrete quality. CTL assisted with documenting the issues and post-placement evaluation of questionable conditions. Marc was a leader in process improvement programs to address these issues. Project success required good communication with the project teams to understand the construction schedule of activities. The use of our software for scheduling our services, document control, inspection sign-offs, and RFIs proved very useful on the project, keeping all parties informed of project progress and status.

#### Franklin County Jail, Columbus, Ohio

The project involved the construction of a new \$360M, multi-story, 1300-bed correctional facility totaling over 429,000 square feet. The structure was a mixture of traditionally reinforced concrete framing and structural steel supported on drilled shaft foundations or a mat slab. The project also included a 275-car parking garage with a post-tensioned concrete frame supported on a reinforced concrete mat. Mr. Montgomery was the senior project manager, managing a staff of more than six people on-site.

#### AMG Vanadium New Facility, Zanesville, Ohio

The project involved the construction of a new \$300M industrial facility that converts spent chemical catalyst into alloys for various steel products. The facility mainly consisted of a new foundry, a large raw material storage building and roaster furnaces. The structural steel-framed buildings were supported on driven piles or micro piles and structural mats. Mr. Montgomery was the senior project manager, managing a staff of more than four people on-site.



## PROFESSIONAL AFFILIATIONS

National Recreation and Parks  
Association

Ohio Parks and Recreation  
Association

## YEARS OF EXPERIENCE

**Total: 40**

## David Stearns, CPSI

### *Construction Inspector*

David Stearns is a seasoned parks professional with more than 40 years of dedicated service to Columbus Recreation and Parks Department. For the past 14 years, he has served as Parks Manager, overseeing and supporting millions of dollars in new park development and renovation projects. His deep expertise, practical experience, and meticulous attention to detail make him an exceptional asset to any owner team.

## Relevant Project Experience

### Warner Woods Park

This new 45-acre park, developed on existing CRPD land at a cost of \$10.2 million and dedicated in 2024, features a full suite of modern recreational amenities. The 53-acre site includes sports fields, playgrounds, both open-air and enclosed shelter houses, pickleball courts, a pump track, and multiple environmental features such as green-infrastructure stormwater treatment systems.

### Maloney Park

This \$1.9 million renovation of the 24-acre community park delivered a new shelter, playground, pickleball and basketball courts, expanded parking, and an upgraded walking trail. The park was re-dedicated in 2025 following completion of the improvements.

### Flatwood Park

This 88-acre former vacant parcel was transformed into a neighborhood park in 2025 through a \$1.5 million investment. The park now features a paved nature trail, playground, shelter house, parking lot, and integrated green-infrastructure stormwater facilities.

### Columbus Recreation Parks Department Improvements

David played a pivotal role in managing nearly \$10 million in annual park renovation work, including the replacement of more than \$1 million in playgrounds each year. He also directly planned, executed, and oversaw approximately \$300,000 in park maintenance improvement projects annually, ensuring consistent, highquality results across the system.



## PROFESSIONAL AFFILIATIONS

International Society of  
Arboriculture

Ohio Parks and Recreation  
Association

## YEARS OF EXPERIENCE

**Total: 44**

## James “Jim” Gates

*Construction Inspector*

ISA Certified Arborist for more than 30 years, bringing over four decades of leadership in municipal parks at Columbus Recreation and Parks Department, in urban forestry, and capital project management. Demonstrated success in planning and delivering multi-million-dollar public infrastructure and large-scale tree-planting initiatives. Combines deep field expertise with strategic planning, data analytics, and team development to produce efficient, safe, and sustainable community outcomes.

## Relevant Project Experience

### BKM Construction — Crew Leader / Field Operations

Delaware, Ohio 2024-2026

Liberty Castings, Delaware Ohio

- Managed site development and infrastructure work for a \$7M chromite shakeout project for placement of large casting machine. Coordinated field crews and ensured compliance with engineering specifications and safety standards

Ohio Wesleyan University

- Directed field crews for the replacement of university ADA ramps throughout the campus. Ensure work quality, budget and schedule.

### The Greening of Detroit — Urban Forestry Consultant

Detroit, Michigan 2024

- Developed a \$2.7M nursery expansion and improvement plan to increase production capacity and operational efficiency; provided actionable recommendations to improve efficiency and field operations.
- Created **Job Hazard Assessments (JHAs)** to strengthen safety protocols and reduce workplace risk

### Columbus Recreation and Parks Department — Urban Forestry & Operations Leader

Columbus, OH 1980-2022

- Led development of a **\$5.4M Urban Forestry 5-Year** Expansion Plan, aligning staffing, equipment, and operational capacity with citywide service goals
- Designed and implemented a \$1.1M municipal nursery expansion, including irrigation systems, pot-in-pot infrastructure, and greenhouse installation