



# City of Gahanna

200 South Hamilton  
Road  
Gahanna, Ohio 43230

## Signature

Ordinance: ORD-0029-2025

File Number: ORD-0029-2025

### AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH KLEINFELDER ENGINEERING, LLC FOR DESIGN AND ENGINEERING SERVICES FOR THE WOODSIDE GREEN AND HANNAH PARK POND IMPROVEMENTS PROJECTS

**WHEREAS**, the City conducted a Request for Proposal (RFP) process to procure professional design and engineering services for pond improvements at Hannah Park (three ponds) and Woodside Green Park (one pond); and

**WHEREAS**, the primary objectives of the project are to enhance water quality, improve aesthetics, and reduce long-term maintenance costs, while incorporating sustainable practices; and

**WHEREAS**, Kleinfelder Engineering, LLC, with offices located at 507 Main Street, Suite 208, Zanesville, Ohio 43701, has been selected through the RFP process as the most qualified firm to perform these services; and

**WHEREAS**, the total cost of the design and engineering services agreement is Three Hundred Twenty-Five Thousand Five Hundred Fifty-Three Dollars (\$325,553); and

**WHEREAS**, appropriations for this project are included in the City's 2025 Capital Budget, including \$210,000 from Manor Homes TIF Fund and \$150,000 from Capital Improvement Fund.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GAHANNA, COUNTY OF FRANKLIN, STATE OF OHIO, THAT:**

**Section 1.** The Mayor is hereby authorized to enter into a professional services agreement with Kleinfelder Engineering, LLC in the amount of Three Hundred Twenty-Five Thousand Five Hundred Fifty-Three Dollars (\$325,553) for design and engineering services for the Woodside Green and Hannah Park Pond Improvements Projects; said agreement attached hereto as EXHIBIT A and incorporated herein.

**Section 2.** This ordinance shall be in full force and effect after passage by this Council and 30 days after signature of approval by the Mayor.

At a regular meeting of the City Council on July 7, 2025, a motion was made by Schnetzler, seconded by Renner, that the Ordinance be Adopted. The vote was as follows:

Ms. Bowers, yes; Ms. Jones, yes; Ms. McGregor, yes; Ms. Padova, yes;  
Mr. Renner, yes; Mr. Schnetzler, yes; Mr. Weaver, yes.

President

Merisa Bowers  
Merisa K. Bowers

Date

7/7/25

Attest by

Jeremy A. Van Meter  
Jeremy A. VanMeter  
Clerk of Council

Date

7/7/2025

Approved by the Mayor

Laurie A. Jadwin  
Laurie A. Jadwin

Date

7.8.2025

Approved as to Form

PDT  
Priya D. Tamilarasan  
City Attorney

Date

7/7/25





April 28, 2025

City of Gahanna  
Department of Parks and Recreation  
Attn: Catherine Eichel, Project Manager

RE: Woodside Green and Hannah Parks Pond Improvements  
Engineering Services for Site Improvements

**Project Scope of Services and Cost Proposal**

Dear Ms. Eichel:

In accordance with your request, Kleinfelder Engineering, LLC (Kleinfelder) and our team are pleased to submit this proposal to Gahanna Department of Parks and Recreation (Gahanna) to provide services for improvements to the Woodside Green and Hannah Parks ponds as outlined in the attached Scope of Services.

Kleinfelder shall provide services for Task 1, Woodside Green and Task 2, Hannah Park, on a "Fixed Rate Plus Expenses" basis with an original Not-To-Exceed estimate of \$160,944.00 for Task 1, and \$164,609.00 for Task 2. Kleinfelder's fee for Task 1 and Task 2 shall be based upon the attached rate table, which includes overhead and profit. These fees are current as of the date of this proposal and are subject to the company's annual re-issuance in August.

<u>Task 1: Woodside Green:</u>	<u>\$160,944.00</u>
Task 1A: Woodside Green Design:	\$124,946.00
Task 1B: Woodside Green Bid Support:	\$ 14,156.00
Task 1C: Woodside Green Construction Support:	\$ 21,842.00
 <u>Task 2: Hannah Park:</u>	 <u>\$164,609.00</u>
Task 2A: Hannah Park Design:	\$127,635.00
Task 2B: Hannah Park Bid Support:	\$ 14,156.00
Task 2C: Hannah Park Construction Support:	\$ 22,818.00

An hourly breakdown of Tasks 1 and 2 is attached.

We look forward to working with you on this project. Please feel free to call with your questions or comments.

Sincerely,  
Kleinfelder Engineering, LLC

A handwritten signature in blue ink that reads "Alex Schmidt".

Alex Schmidt, P.E.  
Vice President/ Senior Program Manager

A handwritten signature in blue ink that reads "Amanda Bollinger".

Amanda Bollinger  
Civil Engineer

April 28, 2025

**City of Gahanna**

**Woodside Green and Hannah Parks Pond Improvements  
Cost Proposal for Engineering Services**

**Scope of Services**

1. **Project Description:** The project consists of improvements to one pond at Woodside Green and three ponds at Hannah Park in the City of Gahanna, Ohio. Both parks are City-owned parks.

The pond at Woodside Green is required to be dredged, and then improved as determined to be feasible, with riparian plantings, designated no-mow zones, wetland areas, and shoreline stabilization. Improvements will also include a kayak launch, a fishing overlook with connection to the nearby shelter area, and a wetland boardwalk. The layout of the improvements will be roughly guided by the “*preferred plan*” in the “Woodside Green and Hannah Parks Pond Dredge Analysis Report” prepared by Kimley-Horn. It is understood that the Kimley-Horn report will only be used as a preliminary guide and that the exact layout and feasibility of the improvements and amenities will be developed through this project.

The three ponds at Hannah Park are required to be dredged, and then improved, as determined to be feasible, with riparian plantings, designated no-mow zones, wetland areas, and shoreline stabilization. Improvements will also include a kayak launch at Pond 1, a fishing pier at Pond 1, and minor trail improvements for access to Pond 1. Near the outlet from Pond 1 an approximately 150’ long section of stream channel will be stabilized and planted to reduce erosion. The layout of the improvements will be roughly guided by the “*preferred plan*” in the “Woodside Green and Hannah Parks Pond Dredge Analysis Report” prepared by Kimley-Horn. It is understood that the Kimley-Horn report will only be used as a preliminary guide and that the exact layout and feasibility of the improvements and amenities will be developed through this project.

The two parks will be designed, bid, and constructed as separate projects.

2. **Proposed Services:** Kleinfelder Engineering, LLC (Kleinfelder) and it’s DBE qualified subconsultant NEAS, Inc. have been selected by the City of Gahanna (Gahanna), to provide design, agency coordination, permitting, bid support, and construction support services for the above-mentioned project.

**A) Task 1: Woodside Green Pond Improvements**

Kleinfelder will be responsible for all permitting and approval of Agency/Utility coordination and submittals for Woodside Green including but not limited to:

- City of Gahanna
- Ohio EPA
- USACE



Kleinfelder will perform contract management for the life of the project. This includes client coordination, budget and schedule management, and management of subconsultants. In accordance with the scope outlined in Task 1.0 of the RFP, Kleinfelder will maintain and update an accurate project schedule, as well as conduct progress meetings and monthly invoice reports. The percent of project completion will be identified in each of the monthly invoices submitted. Kleinfelder will hold regular status meetings with Gahanna. The meetings will be a mix of virtual and in person meetings, depending on the discussion topics. For this proposal Kleinfelder has assumed a total design duration of 7-months, or 15 meetings, with 12 virtual and 3 in person. Kleinfelder's PM and Lead Engineer will attend each meeting; subconsultants will attend as necessary based on work occurring at the time. This contract management time is spread out through the tasks below.

**Task 1A: Woodside Green Design**

1. Kleinfelder will perform survey of the project limits. The limits are shown in the attached Exhibit 1. Survey will not include bathymetric survey; bathymetric survey will be based upon survey data provided by Gahanna. Kleinfelder has included an optional task to perform bathymetric survey if desired by Gahanna. Within the limits of survey Kleinfelder will locate physical features, such as:
  - (a) Paved areas, buildings, and walks.
  - (b) Utilities locate markings (opening structures and obtaining invert depths, pipe sizes and pipe directions). Kleinfelder will perform an Ohio Utility Protection Services (OUPS) call prior to survey to request mark-out of public utilities. Private utility mark-outs will be the responsibility of the Owner. Public utilities to be located include:
    - (i) Storm sewer
    - (ii) Sanitary sewer
    - (iii) Waterline
    - (iv) Electric
    - (v) Gas

Note: All utilities will be shown based on field observations and/or information received from property owner. OUPS will be contacted and requested to field locate existing utilities and mail to us any plans indicating location and other information pertaining to existing utilities.
  - (c) Trees tagged by the city that are not to be disturbed will be individually located in wooded areas. It is anticipated that most tree locations will be 6" DBH. The Client may ask to locate trees down to 1.5" DBH if an intentionally planted area is going to be disturbed. All other trees in wooded areas will not be individually located but will be outlined.
  - (d) Locate existing ground elevations along with high and low break points.
  - (e) Establish site control points and a site benchmark.

- (i) Kleinfelder will complete all necessary site survey using North American Datum 1983 (NAD83) State Plane Coordinates and North American Vertical Datum 1988 (NAVD88).

Kleinfelder will provide an electronic copy of drawing in AutoCAD format suitable for design use.

2. Kleinfelder will conduct a desktop review of available natural resources databases and make applicable rare, threatened and endangered (RTE) species requests. The desktop review will include Natural Resources Conservation Service (NRCS) soil survey maps, United States Geological Survey (USGS) 7.5-minute topographic maps, aerial imagery and publicly available LiDAR, Ohio Historic Preservation Office (OHPO), National Register of Historic Places Online Database, United States Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI), United States Environmental Protection Agency (USEPA) National Hydrography Data Set (NHD), USFWS Information for Planning and Consultation (iPaC), Ohio Division of Natural Resources, Ohio Environmental Protection Agency (OEPA), and Federal Emergency Management Act (FEMA) Flood maps.
3. Kleinfelder will conduct a wetland investigation which will include one (1) pond at Woodside Green. Wetlands and water lines will be flagged and surveyed. Kleinfelder will prepare a Natural Resources Assessment Report that will include desktop review summary and wetland delineation results.
4. Kleinfelder will complete Ohio Rapid Assessment Method (ORAM), Headwater Habitat Evaluation Index (HHEI), and Qualitative Habitat Evaluation Index forms as applicable to all streams and wetlands observed onsite.
5. Kleinfelder will consult with regulatory agencies to identify environmental permit needs. Agency coordination will include but is not limited to, the City of Gahanna, OEPA, U.S. Army Corps of Engineers, and final consultations with natural and cultural resource agencies. Kleinfelder will prepare a Permitting Memo that will include a timeline from submission to approval, expiration dates, and closeout requirements.
6. Kleinfelder will perform an on-site kick-off meeting. This meeting will be used to discuss dredging options, review potential disposal areas, review potential access/haul routes, obtain current site photos, and discuss pond improvements and amenities. During the on-site kick-off meeting Kleinfelder will collect soil samples of the material to be dredged. Material will be analyzed by Kleinfelder for composition, soil type, and common pollutants. 4 samples will be collected from Woodside Green.



7. Kleinfelder will review existing plans, surveys and reports that are available as well as current stormwater criteria for the site. This will include review and determination of limits of drainage contributory area to the ponds
8. Kleinfelder will complete preliminary stormwater calculations to determine flows and verify ponds are sized correctly for current standards.
9. Kleinfelder will determine the volume of dredge material anticipated to be removed from the pond.
10. Following the site visit and survey, Kleinfelder will develop up to two site concepts based upon the discussions during the site visit. Site concepts will consist of plan layouts and suggested materials for recreational improvements, pond improvements including suggested improvements to improve water quality based on storm analysis, access/haul routes, disposal areas, planting areas, trail replacements, tree clearing, and any other improvements included in the scope. Typical details will be included to illustrate improvements. No grading will be included. An order of magnitude Engineer's Opinion of Probable Cost will be prepared. Kleinfelder will also prepare a Basis of Design Narrative to document the design decisions that are made, and to document dredge disposal options available to the City of Gahanna. The Basis of Design will also discuss any recommended Alternates and Unit Price items for the Bid Package.
11. Any issues encountered during the discovery phase of the project that will threaten the viability or significantly change the direction of the project, will be brought to the attention of the Gahanna PM when encountered.
12. Kleinfelder will review the concept(s) and Basis of Design with the City. Any comments on the concept will be discussed and documented. One concept will be selected to move forward to 60% design. Any comments will be addressed in the development of the 60% design.
13. Utilizing our DBE certified subconsultant, Kleinfelder will perform geotechnical exploration of the pond at the locations of the kayak launch and wetland boardwalk. The exact locations and number and depth of borings will be determined by Kleinfelder based upon the configuration of the amenities, however Kleinfelder has budgeted 100 LF of drilling for this location. Drilling will be performed at the shoreline by a truck mounted rig. A geotechnical report of findings will be prepared that includes soil analysis, soil description, SPT values, moisture content, and soil profile.
14. Kleinfelder will continue to develop the designs, calculations, and plans to a 60% / Design Documents (DD) stage. This will include development of site plans,

grading plans, layout plans, erosion and sediment control plans, dredging plans, landscape plans, typical sections, and construction details. The plans will include recommended operations and maintenance plans and schedules as noted in the RFP, Task 4.0 c, details, profiles, and alignments as needed to illustrate the design of:

- (a) Kayak Launch
- (b) Wetland Boardwalk
- (c) Fishing Overlook
- (d) Pond improvements/shoreline stabilization
- (e) Wetland area
- (f) Dredge methodology
- (g) Dredge material dewatering area
- (h) Dredge disposal area
- (i) Erosion and sediment controls

All project improvements shall be designed in accordance with applicable standards and requirements as noted in the RFP.

- 15. Kleinfelder will prepare draft technical specifications.
- 16. Kleinfelder will prepare initial permit submittals to review agencies.
- 17. Kleinfelder will update the Basis of Design and Engineer's Opinion of Probable Cost and submit the 60% Plans, draft technical specifications, Basis of Design and Engineer's Opinion of Probable Cost to Gahanna for review.
- 18. Kleinfelder will review the 60% submittal package with Gahanna and discuss any comments. Comments received will be addressed as part of the 90% / Construction Plan design phase.
- 19. Kleinfelder will update the plans, details, technical specifications, Basis of Design and Engineer's Opinion of Probable Cost to a 90% design phase.
- 20. Kleinfelder will prepare and submit final permit submittals to review agencies.
- 21. Kleinfelder will submit the 90% design package to Gahanna for review.
- 22. Kleinfelder will review the 90% submittal package with Gahanna and discuss any comments. Comments received will be addressed as part of Issued For Bidding (IFB) documents.
- 23. Kleinfelder will update the plans and specifications with any comments and prepare IFB documents.



### **Task 1B: Woodside Green Bid Support**

1. Kleinfelder will coordinate with Gahanna to determine the most beneficial construction schedule throughout the project. This will consider park users, any environmental time of year restrictions, weather for dredge spoil drying, and funding availability.
2. Kleinfelder will assist Gahanna with preparation of front-end specifications and contract documents as well as the invitation to bid. Kleinfelder has assumed that Gahanna has front-end specification and contract templates and Kleinfelder will need to tailor these to the specific project.
3. Kleinfelder has assumed Gahanna will advertise the bid package. Kleinfelder will host an on-site pre-bid meeting to describe the project to prospective bidder.
4. Kleinfelder will respond to RFIs and issue addendums as needed to address contractor questions.
5. Kleinfelder will review bids received and make a recommendation to Gahanna for award.
6. Kleinfelder has assumed that both projects will not be bid on the same schedule.

### **Task 1C: Woodside Green Construction Support**

1. Kleinfelder shall provide construction support throughout the duration of the project as noted below. Construction support will include:
  - (a) Responses to RFI's
  - (b) Review of shop drawings
  - (c) Visits at key construction benchmark activities
  - (d) Development of a punch list

Based upon the key construction benchmark activities identified above, Kleinfelder assumes a total of eight (8) site visits will be required during construction. All site visits will have a written record prepared and submitted to Gahanna. Key benchmark activities where Kleinfelder anticipates being on site are:

- (a) Pre-construction meeting
- (b) Semi-final walkthrough
- (c) Final walkthrough
- (d) One (1) site visit to address contractor questions.
- (e) Two (2) site visits during dredging activities.
- (f) Two (2) site visits during pile installation.

2. Kleinfelder will prepare as-built drawings based on redlines submitted by the contractor, Gahanna, and Kleinfelder's notes from site visits.
3. This proposal does not include construction inspection.

**B) Task 2: Hannah Park Pond Improvements**

Kleinfelder will be responsible for all permitting and approval of Agency/Utility coordination and submittals for Hannah Park including but not limited to:

- City of Gahanna
- Ohio EPA
- USACE

Kleinfelder will perform contract management for the life of the project. This includes client coordination, budget and schedule management, and management of subconsultants. In accordance with the scope outlined in Task 1.0 of the RFP, Kleinfelder will maintain and update an accurate project schedule, as well as conduct progress meetings and monthly invoice reports. The percent of project completion will be identified in each of the monthly invoices submitted. Kleinfelder will hold regular status meetings with Gahanna. The meetings will be a mix of virtual and in person meetings, depending on the discussion topics. For this proposal Kleinfelder has assumed a total design duration of 7-months, or 15 meetings, with 12 virtual and 3 in person. Kleinfelder's PM and Lead Engineer will attend each meeting; subconsultants will attend as necessary based on work occurring at the time. Note: Kleinfelder has assumed these meetings will occur simultaneously with the Woodside Green bi-weekly meetings. Kleinfelder has included time for these elements in each of the tasks below.

**Task 2A: Hannah Park Design**

1. Kleinfelder will perform survey of the project limits. The limits are shown in the attached Exhibit 2. Survey will not include bathymetric survey; bathymetric survey will be based upon survey data provided by Gahanna. Kleinfelder has included an optional task to perform bathymetric survey if desired by Gahanna. Within the limits of survey Kleinfelder will locate physical features, such as:
  - (a) Paved areas, buildings, and walks.
  - (b) Utilities locate markings (opening structures and obtaining invert depths, pipe sizes and pipe directions). Kleinfelder will perform an Ohio Utility Protection Services (OUPS) call prior to survey to request mark-out of public utilities. Private utility mark-outs will be the responsibility of the Owner. Public utilities to be located include:
    - (i) Storm sewer
    - (ii) Sanitary sewer
    - (iii) Waterline
    - (iv) Electric



(v) Gas

Note: All utilities will be shown based on field observations and/or information received from property owner. OUPS will be contacted and requested to field locate existing utilities and mail to us any plans indicating location and other information pertaining to existing utilities.

- (c) Trees tagged by the city that are not to be disturbed will be individually located in wooded areas. It is anticipated that most tree locations will be 6" DBH. The Client may ask to locate trees down to 1.5" DBH if an intentionally planted area is going to be disturbed. All other trees in wooded areas will not be individually located but will be outlined.
- (d) Locate existing ground elevations along with high and low break points.
- (e) Establish site control points and a site benchmark.
  - (i) Kleinfelder will complete all necessary site survey using North American Datum 1983 (NAD83) State Plane Coordinates and North American Vertical Datum 1988 (NAVD88).

Kleinfelder will provide an electronic copy of drawing in AutoCAD format suitable for design use.

- 2. Kleinfelder will conduct a desktop review of available natural resources databases and make applicable rare, threatened and endangered (RTE) species requests. The desktop review will include Natural Resources Conservation Service (NRCS) soil survey maps, United States Geological Survey (USGS) 7.5-minute topographic maps, aerial imagery and publicly available LiDAR, Ohio Historic Preservation Office (OHPO), National Register of Historic Places Online Database, United States Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI), United States Environmental Protection Agency (USEPA) National Hydrography Data Set (NHD), USFWS Information for Planning and Consultation (iPaC), Ohio Division of Natural Resources, Ohio Environmental Protection Agency (OEPA), and Federal Emergency Management Act (FEMA) Flood maps.
- 3. Kleinfelder will conduct a wetland investigation which will include three (3) ponds and approximately 150 feet of waterway connected to the large pond in Hannah Park. Wetlands and water lines will be flagged and surveyed. Kleinfelder will prepare a Natural Resources Assessment Report that will include desktop review summary and wetland delineation results.
- 4. Kleinfelder will complete Ohio Rapid Assessment Method (ORAM), Headwater Habitat Evaluation Index (HHEI), and Qualitative Habitat Evaluation Index forms as applicable to all streams and wetlands observed onsite. Kleinfelder will assess the condition of the stream draining into the large pond at Hannah Park

5. Kleinfelder will consult with regulatory agencies to identify environmental permit needs. Agency coordination will include but is not limited to, the City of Gahanna, OEPA, U.S. Army Corps of Engineers, and final consultations with natural and cultural resource agencies. Kleinfelder will prepare a Permitting Memo that will include a timeline from submission to approval, expiration dates, and closeout requirements.
6. Kleinfelder will perform an on-site kick-off meeting. This meeting will be used to discuss dredging options, review potential disposal areas, review potential access/haul routes, obtain current site photos, and discuss pond improvements and amenities. During the on-site kick-off meeting Kleinfelder will collect soil samples of the material to be dredged. Material will be analyzed by Kleinfelder for composition, soil type, and common pollutants. 2 samples will be collected from each pond at Hannah Park. Kleinfelder has assumed this kick-off meeting will occur the same day as the Woodside Green kick-off meeting.
7. Kleinfelder will review existing plans, surveys and reports that are available as well as current stormwater criteria for the site. This will include review and determination of limits of drainage contributory area to the ponds
8. Kleinfelder will complete preliminary stormwater calculations to determine flows and verify ponds are sized correctly for current standards.
9. Kleinfelder will determine the volume of dredge material anticipated to be removed from the ponds.
10. Following the site visit and survey, Kleinfelder will develop up to two site concepts based upon the discussions during the site visit. Site concepts will consist of plan layouts and suggested materials for recreational improvements, pond improvements including suggested improvements to improve water quality based on storm water analysis, access/haul routes, disposal areas, planting areas, trail replacements, tree clearing, onsite usage as possible, stream stabilization, and any other improvements included in the scope. Typical details will be included to illustrate improvements. No grading will be included. An order of magnitude Engineer's Opinion of Probable Cost will be prepared. Kleinfelder will also prepare a Basis of Design Narrative to document the design decisions that are made, and to document dredge disposal options available to the City of Gahanna. The Basis of Design will also discuss any recommended Alternates and Unit Price items for the Bid Package.
11. Any issues encountered during the discovery phase of the project that will threaten the viability or significantly change the direction of the project, will be brought to the attention of the Gahanna PM when encountered.

12. Kleinfelder will review the concept(s) and Basis of Design with the City. Any comments on the concept will be discussed and documented. One concept will be selected to move forward to 60% design. Any comments will be addressed in the development of the 60% design.
13. Utilizing our DBE certified subconsultant, Kleinfelder will perform geotechnical exploration of the pond at the locations of the kayak launch and wetland boardwalk. The exact locations and number and depth of borings will be determined by Kleinfelder based upon the configuration of the amenities, however Kleinfelder has budgeted 100 LF of drilling for this location. Drilling will be performed at the shoreline by a truck mounted rig. A geotechnical report of findings will be prepared that includes soil analysis, soil description, SPT values, moisture content, and soil profile.
14. Kleinfelder will continue to develop the designs, calculations, and plans to a 60% / Design Documents (DD) stage. This will include development of site plans, grading plans, layout plans, erosion and sediment control plans, dredging plans, landscape plans, typical sections, and construction details. The plans will include recommended operations and maintenance plans and schedules as noted in the RFP, Task 4.0 c, details, profiles, and alignments as needed to illustrate the design of:
  - (a) Kayak Launch
  - (b) Fishing Pier
  - (c) Pond improvements/shoreline stabilization
  - (d) Stream stabilization
  - (e) Gravel trail and repairs at Pond 1 and asphalt repairs at the location of the stream stabilization
  - (f) Dredge methodology
  - (g) Dredge material dewatering area
  - (h) Dredge disposal area
  - (i) Erosion and sediment controlsThe plans will not include full reconstruction of the entrance road and will only include spot patching as needed.

All project improvements shall be designed in accordance with applicable standards and requirements as noted in the RFP.

15. Kleinfelder will prepare draft technical specifications.
16. Kleinfelder will prepare initial permit submittals to review agencies.
17. Kleinfelder will update the Basis of Design and Engineer's Opinion of Probable Cost and submit the 60% Plans, draft technical specifications, Basis of Design and

Engineer's Opinion of Probable Cost to Gahanna for review.

18. Kleinfelder will review the 60% submittal package with Gahanna and discuss any comments. Comments received will be addressed as part of the 90% / Construction Plan design phase.
19. Kleinfelder will update the plans, details, technical specifications, Basis of Design and Engineer's Opinion of Probable Cost to a 90% design phase.
20. Kleinfelder will prepare and submit final permit submittals to review agencies.
21. Kleinfelder will submit the 90% design package to Gahanna for review.
22. Kleinfelder will review the 90% submittal package with Gahanna and discuss any comments. Comments received will be addressed as part of Issued For Bidding (IFB) documents.
23. Kleinfelder will update the plans and specifications with any comments and prepare IFB documents.

#### **Task 2B: Hannah Park Bid Support**

1. Kleinfelder will coordinate with Gahanna to determine the most beneficial construction schedule throughout the project. This will consider park users, any environmental time of year restrictions, weather for dredge spoil drying, and funding availability.
2. Kleinfelder will assist Gahanna with preparation of front-end specifications and contract documents as well as the invitation to bid. Kleinfelder has assumed that Gahanna has front-end specification and contract templates and Kleinfelder will need to tailor these to the specific project.
3. Kleinfelder has assumed Gahanna will advertise the bid package. Kleinfelder will host an on-site pre-bid meeting to describe the project to prospective bidder.
4. Kleinfelder will respond to RFIs and issue addendums as needed to address contractor questions.
5. Kleinfelder will review bids received and make a recommendation to Gahanna for award.
6. Kleinfelder has assumed that both projects will not be bid on the same schedule.

### **Task 2C: Hannah Park Construction Support**

1. Kleinfelder shall provide construction support throughout the duration of the project as noted below. Construction support will include:
  - (a) Responses to RFI's
  - (b) Review of shop drawings
  - (c) Visits at key construction benchmark activities
  - (d) Development of a punch list

Based upon the key construction benchmark activities identified above, Kleinfelder assumes a total of eight (8) site visits will be required during construction. All site visits will have a written record prepared and submitted to Gahanna. Key benchmark activities where Kleinfelder anticipates being on site are:

- (a) Pre-construction meeting
  - (b) Semi-final walkthrough
  - (c) Final walkthrough
  - (d) One (1) site visit to address contractor questions.
  - (e) Two (2) site visits during dredging activities.
  - (f) Two (2) site visits during pile installation.
4. Kleinfelder will prepare as-built drawings based on redlines submitted by the contractor, Gahanna, and Kleinfelder's notes from site visits.
5. This proposal does not include construction inspection.

**3. Assumptions:** The following assumptions were made in the preparation of this proposal:

- A) No boundary or ALTA surveys are included in this proposal.
- B) Kleinfelder assumes all sites are in compliance with current local land use codes and will not require waivers or variances from zoning codes.
- C) This proposal does not include design or coordination time to improve off-site utilities or roadways.
- D) This proposal assumes no utility relocation or impacts.
- E) Kleinfelder assumes all work will occur on City of Gahanna property. No easement acquisition is included in this proposal.
- F) This proposal does not include attendance at any workshops or public outreach events.



- G) Agency review fees are not included in this proposal.
  - H) This proposal does not include any hazardous material assessment or remediation.
  - I) This proposal does not include any historic structure evaluation beyond coordination with resource agencies.
  - J) This proposal does not include any archaeological evaluations beyond coordination with resource agencies.
4. **Subconsultants/Subcontractors:** Kleinfelder anticipates the use of the following subconsultants/subcontractors:
- A) National Engineering & Architectural Services, Inc. (NEAS) – DBE certified geotechnical subcontractor.

**Scope of Services Fee Breakdown**

**City of Gahanna  
Department of Parks and Recreation  
Woodside Green and Hannah Parks Pond Improvements**

**Cost Proposal for Engineering Services**

DESIGN TASK	LABOR, OVHD. AND PROFIT	SUBCONSULTANT	DIRECT EXPENSES	TOTAL
Task 1A: Woodside Green Design	\$ 109,646.00	\$ 10,500.00	\$ 3,768.00	\$ 124,946.00
Task 1B: Woodside Green Bid Support	\$ 12,928.00	\$ -	\$ 1,228.00	\$ 14,156.00
Task 1C: Woodside Green Construction Support	\$ 19,218.00	\$ -	\$ 2,624.00	\$ 21,842.00
Task 2A: Hannah Park Design	\$ 114,038.00	\$ 10,500.00	\$ 3,768.00	\$ 127,635.00
Task 2B: Hannah Park Bid Support	\$ 12,928.00	\$ -	\$ 1,228.00	\$ 14,156.00
Task 2C: Hannah Park Construction Support	\$ 20,194.00	\$ -	\$ 2,624.00	\$ 22,818.00
Subtotals:	\$ 288,952.00	\$ 21,000.00	\$ 15,240.00	
			<b>TOTAL =</b>	<b>\$ 325,553.00</b>

**Schedule of Hourly Rates**

LABOR CATEGORY	FY2025 RATE
SENIOR PROJECT MANAGER	\$278.00
PROJECT MANAGER	\$193.00
PROJECT PROFESSIONAL	\$193.00
STAFF PROFESSIONAL	\$153.00
PROFESSIONAL	\$122.00
INSPECTOR	\$123.00
DESIGNER/DRAFTER	\$112.00
CADD/TECHNICIAN	\$93.00
SURVEY MANAGER	\$187.00
PARTY CHIEF	\$96.00
INSTRUMENT PERSON	\$56.00

# Woodside Green and Hannah Parks Pond Improvements

## Cost Proposal for Engineering Services

### Task 1A: Woodside Green Design

TASK DESCRIPTION	SENIOR PROJECT MANAGER	PROJECT MANAGER	PROJECT PROFESSIONAL	STAFF PROFESSIONAL	PROFESSIONAL	INSPECTOR	DESIGNER/DRAFTER	CADD/TECHNICIAN	SURVEY MANAGER	PARTY CHIEF	INSTR. PERSON	TOTAL HOURS
<b>Task 1A: Woodside Green Design</b>												
Management & Coordination		32		25								57
Survey							50		46			96
Kick-off Meeting		10		6								16
Wetland Delineation, coordination, permit		2		32	40							74
Develop 2 site concepts and Basis of Design		10			26			50				86
City Review		4		4	8							16
Geotech Coordination and Testing		2			16	10						28
60% Site Design Development		4		18	10			155				187
Prepare initial permit submittals		4		12	8							24
Prepare 60% BOD, Specs, OPC		4		24	40							68
City Review		4		4	8							16
Prepare 90% Documents		4			24			18				46
Prepare final permit submittals		4		18	16							38
Submit 90% documents		4		4								8
Client Review		4		8								12
Prepare IFB Documents		4		32				24				60
												0
KLF H&S and QA Review Time				8								8
												0
												0
												0
												0
<b>TOTALS</b>	<b>0</b>	<b>96</b>	<b>0</b>	<b>195</b>	<b>196</b>	<b>10</b>	<b>50</b>	<b>247</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>840</b>
	0.00%	11.43%	0.00%	23.21%	23.33%	1.19%	5.95%	29.40%	5.48%	0.00%	0.00%	100.00%

LABOR CATEGORY	MANHOURS	FY2025 RATE	COST
SENIOR PROJECT MANAGER	0	\$278.00	\$0.00
PROJECT MANAGER	96	\$193.00	\$18,528.00
PROJECT PROFESSIONAL	0	\$193.00	\$0.00
STAFF PROFESSIONAL	195	\$153.00	\$29,835.00
PROFESSIONAL	196	\$122.00	\$23,912.00
INSPECTOR	10	\$123.00	\$1,230.00
DESIGNER/DRAFTER	50	\$112.00	\$5,600.00
CADD/TECHNICIAN	247	\$93.00	\$22,971.00
SURVEY MANAGER	46	\$187.00	\$8,602.00
PARTY CHIEF	0	\$96.00	\$0.00
INSTRUMENT PERSON	0	\$56.00	\$0.00
<b>TOTAL MANHOURS</b>	<b>840</b>		

SUBTOTAL LABOR, OVHD & PROFIT \$ 110,678.00

SUBCONSULTANTS \$ 10,500.00

Driller \$ 10,500.00

DIRECT EXPENSES \$ 3,768.00

DESIGN TEAM MILEAGE (6 trips x 40 miles x \$0.70/mile) \$ 168.00

TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA \$ 3,600.00

**GRAND TOTAL \$ 124,946.00**

### Task 1B: Woodside Green Bid Support

[illegible]

DESIGN TEAM MILEAGE (1 trips x 40 miles x \$0.70/mile)	\$ 28.00
TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA	\$ 1,200.00

<b>SUBCONSULTANTS</b>	<b>\$</b>	<b>-</b>
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DESIGN TEAM MILEAGE (1 trips x 40 miles x \$0.70/mile)	\$ 28.00
TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA	\$ 1,200.00

GRAND TOTAL	\$	14,156.00
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# Woodside Green and Hannah Parks Pond Improvements

## Cost Proposal for Engineering Services

### Task 1C: Woodside Green Construction Support

<u>TASK DESCRIPTION</u>	SENIOR PROJECT MANAGER	PROJECT MANAGER	PROJECT PROFESSIONAL	STAFF PROFESSIONAL	PROFESSIONAL	INSPECTOR	DESIGNER/DRA FTER	CADD/TECHNICI AN	SURVEY MANAGER	PARTY CHIEF	INSTR. PERSON	TOTAL HOURS
<b>Task 1C: Woodside Green Construction Support</b>												
MANAGEMENT & COORDINATION		8			8							16
PRECONSTRUCTION MEETING		4			6							10
REVIEW RFIS, ISSUE REVISIONS		2			16		8					26
SITE VISIT FOR CONTRACTOR QUESTIONS					6							6
2 SITE VISITS DURING DREDGING		10			8							18
2 SITE VISITS DURING PILE INSTALLATION					16							16
SEMI-FINAL WALKTHROUGH		10			8							18
FINAL WALKTHROUGH					6							6
AS-BUILTS					4				12			16
												0
												0
												0
												0
												0
												0
												0
												0
												0
<b>TOTALS</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>132</b>
	0.00%	25.76%	0.00%	0.00%	59.09%	0.00%	6.06%	0.00%	9.09%	0.00%	0.00%	100.00%

LABOR CATEGORY	MANHOURS	FY2025 RATE	COST
SENIOR PROJECT MANAGER	0	\$278.00	\$0.00
PROJECT MANAGER	34	\$193.00	\$6,562.00
PROJECT PROFESSIONAL	0	\$193.00	\$0.00
STAFF PROFESSIONAL	0	\$153.00	\$0.00
PROFESSIONAL	78	\$122.00	\$9,516.00
INSPECTOR	0	\$123.00	\$0.00
DESIGNER/DRAFTER	8	\$112.00	\$896.00
CADD/TECHNICIAN	0	\$93.00	\$0.00
SURVEY MANAGER	12	\$187.00	\$2,244.00
PARTY CHIEF	0	\$96.00	\$0.00
INSTRUMENT PERSON	0	\$56.00	\$0.00
<b>TOTAL MANHOURS</b>	<b>132</b>		

SUBTOTAL LABOR, OVHD & PROFIT \$ 19,218.00

SUBCONSULTANTS \$ -

DIRECT EXPENSES \$ 2,624.00

DESIGN TEAM MILEAGE (8 trips x 40 miles x \$0.70/mile) \$ 224.00

TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA \$ 2,400.00

**GRAND TOTAL \$ 21,842.00**

**Woodside Green and Hannah Parks Pond Improvements**

**Cost Proposal for Engineering Services**

**Task 2A: Hannah Park Design**

<u>TASK DESCRIPTION</u>	SENIOR PROJECT MANAGER	PROJECT MANAGER	PROJECT PROFESSIONAL	STAFF PROFESSIONAL	PROFESSIONAL	INSPECTOR	DESIGNER/DRA FTER	CADD/TECHNICI AN	SURVEY MANAGER	PARTY CHIEF	INSTR. PERSON	TOTAL HOURS
<b>Task 2A: Hannah Park Design</b>												
Management & Coordination		38		26								
Survey							48		42			90
Kick-off Meeting		10		6								16
Wetland Delineation, coordination, permit		2		32	40							74
Develop 2 site concepts and Basis of Design		12			36			55				103
City Review		4		4	8							16
Geotech Coordination and Testing		2			16	10						28
60% Site Design Development		4		18	10			158				190
Prepare initial permit submittals		4		12	8							24
Prepare 60% BOD, Specs, OPC		4		24	40							68
City Review		4		4	8							16
Prepare 90% Documents		4			24			18				46
Prepare final permit submittals		4		18	16							38
Submit 90% documents		4		4								8
Client Review		4		8								12
Prepare IFB Documents		4		32				24				60
												0
KLF H&S and QA Review Time				8								8
												0
												0
												0
												0
<b>TOTALS</b>	<b>0</b>	<b>104</b>	<b>0</b>	<b>196</b>	<b>206</b>	<b>10</b>	<b>48</b>	<b>255</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>797</b>
	0.00%	13.05%	0.00%	24.59%	25.85%	1.25%	6.02%	31.99%	5.27%	0.00%	0.00%	108.03%

<b>LABOR CATEGORY</b>	<b>MANHOURS</b>	<b>FY2025 RATE</b>	<b>COST</b>
SENIOR PROJECT MANAGER	0	\$278.00	\$0.00
PROJECT MANAGER	104	\$193.00	\$20,072.00
PROJECT PROFESSIONAL	0	\$193.00	\$0.00
STAFF PROFESSIONAL	196	\$153.00	\$29,988.00
PROFESSIONAL	206	\$122.00	\$25,132.00
INSPECTOR	10	\$123.00	\$1,230.00
DESIGNER/DRAFTER	48	\$112.00	\$5,376.00
CADD/TECHNICIAN	255	\$93.00	\$23,715.00
SURVEY MANAGER	42	\$187.00	\$7,854.00
PARTY CHIEF	0	\$96.00	\$0.00
INSTRUMENT PERSON	0	\$56.00	\$0.00
<b>TOTAL MANHOURS</b>	<b>861</b>		

**SUBTOTAL LABOR, OVHD & PROFIT** \$ 113,367.00

**SUBCONSULTANTS** \$ 10,500.00

Driller \$ 10,500.00

**DIRECT EXPENSES** \$ 3,768.00

DESIGN TEAM MILEAGE (6 trips x 40 miles x \$0.70/mile) \$ 168.00

TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA \$ 3,600.00

**GRAND TOTAL** \$ **127,635.00**



# Woodside Green and Hannah Parks Pond Improvements

## Cost Proposal for Engineering Services

### Task 2B: Hannah Park Bid Support

TASK DESCRIPTION	SENIOR PROJECT MANAGER	PROJECT MANAGER	PROJECT PROFESSIONAL	STAFF PROFESSIONAL	PROFESSIONAL	INSPECTOR	DESIGNER/DRAFTER	CADD/TECHNICIAN	SURVEY MANAGER	PARTY CHIEF	INSTR. PERSON	TOTAL HOURS
<b>Task 2B: Hannah Park Bid Support</b>												
MANAGEMENT & COORDINATION		4			8							
SCHEDULE REVIEW/ESTABLISHMENT		2			4							6
ASSIST IN PREPARATION OF FRONT END SPECS		2			16							18
PRE-BID MEETING & MINUTES		10			8							18
REVIEW RFIS, ISSUE ADDENDUMS		4			24							28
BID REVIEW AND RECOMMENDATION		2			8							10
												0
												0
												0
												0
												0
												0
												0
												0
<b>TOTALS</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>68</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80</b>
	0.00%	30.00%	0.00%	0.00%	85.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	115.00%

LABOR CATEGORY	MANHOURS	FY2025 RATE	COST
SENIOR PROJECT MANAGER	0	\$278.00	\$0.00
PROJECT MANAGER	24	\$193.00	\$4,632.00
PROJECT PROFESSIONAL	0	\$193.00	\$0.00
STAFF PROFESSIONAL	0	\$153.00	\$0.00
PROFESSIONAL	68	\$122.00	\$8,296.00
INSPECTOR	0	\$123.00	\$0.00
DESIGNER/DRAFTER	0	\$112.00	\$0.00
CADD/TECHNICIAN	0	\$93.00	\$0.00
SURVEY MANAGER	0	\$187.00	\$0.00
PARTY CHIEF	0	\$96.00	\$0.00
INSTRUMENT PERSON	0	\$56.00	\$0.00
<b>TOTAL MANHOURS</b>	<b>92</b>		

SUBTOTAL LABOR, OVHD & PROFIT \$ 12,928.00

SUBCONSULTANTS \$ -

DIRECT EXPENSES \$ 1,228.00

DESIGN TEAM MILEAGE (1 trips x 40 miles x \$0.70/mile) \$ 28.00

TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA \$ 1,200.00

GRAND TOTAL \$ 14,156.00

# Woodside Green and Hannah Parks Pond Improvements

## Cost Proposal for Engineering Services

### Task 2C: Hannah Park Construction Support

TASK DESCRIPTION	SENIOR PROJECT MANAGER	PROJECT MANAGER	PROJECT PROFESSIONAL	STAFF PROFESSIONAL	PROFESSIONAL	INSPECTOR	DESIGNER/DRAFTER	CADD/TECHNICIAN	SURVEY MANAGER	PARTY CHIEF	INSTR. PERSON	TOTAL HOURS
<b>Task 2C: Hannah Park Construction Support</b>												
MANAGEMENT & COORDINATION		8			8							16
PRECONSTRUCTION MEETING		4			6							10
REVIEW RFIS, ISSUE REVISIONS		2			16		8					26
SITE VISIT FOR CONTRACTOR QUESTIONS					6							6
2 SITE VISITS DURING DREDGING		10			16							26
2 SITE VISITS DURING PILE INSTALLATION					16							16
SEMI-FINAL WALKTHROUGH		10			8							18
FINAL WALKTHROUGH					6							6
AS-BUILTS					4				12			16
												0
<b>TOTALS</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>86</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>140</b>
	0.00%	24.29%	0.00%	0.00%	61.43%	0.00%	5.71%	0.00%	8.57%	0.00%	0.00%	100.00%

LABOR CATEGORY	MANHOURS	FY2025 RATE	COST
SENIOR PROJECT MANAGER	0	\$278.00	\$0.00
PROJECT MANAGER	34	\$193.00	\$6,562.00
PROJECT PROFESSIONAL	0	\$193.00	\$0.00
STAFF PROFESSIONAL	0	\$153.00	\$0.00
PROFESSIONAL	86	\$122.00	\$10,492.00
INSPECTOR	0	\$123.00	\$0.00
DESIGNER/DRAFTER	8	\$112.00	\$896.00
CADD/TECHNICIAN	0	\$93.00	\$0.00
SURVEY MANAGER	12	\$187.00	\$2,244.00
PARTY CHIEF	0	\$96.00	\$0.00
INSTRUMENT PERSON	0	\$56.00	\$0.00
<b>TOTAL MANHOURS</b>	<b>140</b>		

SUBTOTAL LABOR, OVHD & PROFIT \$ 20,194.00

SUBCONSULTANTS \$ -

DIRECT EXPENSES \$ 2,624.00

DESIGN TEAM MILEAGE (8 trips x 40 miles x \$0.70/mile) \$ 224.00  
TRAVEL PACKAGE (AIRFARE, HOTEL, CAR) @ \$1,200 EA \$ 2,400.00

**GRAND TOTAL \$ 22,818.00**

# KLEINFELDER 2024/2025 FEE SCHEDULE

Pricing Valid September, 2024 through December 2025

## PROFESSIONAL STAFF RATES\*

Professional .....	\$ 122/ hour
Staff Professional .....	\$ 153/ hour
Project Professional .....	\$ 193/ hour
Principal Professional .....	\$ 224/ hour
Senior Principal Professional.....	\$ 317/ hour
Project Manager .....	\$ 193/ hour
Senior Project Manager.....	\$ 278/ hour
Designer/Drafter .....	\$ 112/ hour
Senior Designer/Drafter.....	\$ 146/ hour
Project Controls Professional .....	\$ 138/ hour
Senior Project Controls Professional .....	\$ 224/ hour

## TECHNICAL STAFF RATES

Technician.....	\$ 93/ hour
Senior Technician.....	\$ 127/ hour
Inspector .....	\$ 123/ hour
Senior Inspector .....	\$ 159/ hour
Construction Manager .....	\$ 212/ hour

## ADMINISTRATIVE STAFF RATES

Administrator .....	\$ 102/ hour
Project Administrator .....	\$ 138/ hour

Minimum Charges for Office Time Per Day..... One Hour at Applicable Rate

Kleinfelder reserves the right to adjust the fee schedule on projects not completed within 180 days from the contract signature date.

Public works projects or projects receiving public funds may be subject to Prevailing Wage laws. The above rates do not apply to projects subject to prevailing wages. Hourly rates for those projects will be supplied separately.

\* Applies to all professional rates including but not limited to civil, mechanical, chemical, electrical, geotechnical, and environmental engineers; industrial hygienists; geologists; hydrogeologists; hydrologists; and computer specialists.

Hourly rates assume that other direct costs will be billed and reimbursed by the client. Kleinfelder reserves the right to adjust the fee schedule on projects where other direct costs are not reimbursed.



Exhibit 1: Woodside Green  
Survey Limits

Legend

- Feature 1
- Feature 2
- Hannah Park
- Kids Playground
- The Farm at Schultz Estates



Big Walnut Creek

Big Walnut Creek Trail Access

Woodside Green Park  
Woodside Green Park

Woodside Green Catch and Release Pond

Big Walnut Creek

Limits Extend to  
Western Park  
Property Line

Kids Playground

Restroom at Woodside Green Park

Baseball Diamond

Google Earth

500 ft

N



Exhibit 2: Hannah Park Survey Limits

Legend

- Feature 1
- Feature 2
- Hannah Park
- Kids Playground
- The Farm at Schultz Estates



Soccer Field

Pickleball Court

Hannah Park  
Hannah Park

Bella Vista Equine Veterinary Services

Need a minimum of 25'  
on each side of the stream

Google Earth

1000 ft

