

NOTICE  
SPECIAL MEETING OF COUNCIL

Clerk's Office, Brook Park, Ohio

APRIL ~~11~~, 2022

TO: COUNCILMEMBERS TROYER, MENCINI, ROBERTS, SCOTT, COYNE, POINDEXTER,  
SALVATORE, COUNCIL PRESIDENT VECCHIO, AND MAYOR ORCUTT, LAW DIRECTOR  
HORVATH, AND FINANCE DIRECTOR CINGLE

YOU ARE HEREBY NOTIFIED THAT A SPECIAL MEETING OF COUNCIL  
HAS BEEN CALLED FOR THE PURPOSE OF:

XXX COUNCIL MEETING                      \_\_\_\_\_ CAUCUS MEETING  
\_\_\_\_\_ EXECUTIVE SESSION                      \_\_\_\_\_ OTHER (Specify)

Such special meeting will accordingly be held on Tuesday the 12<sup>th</sup> day of April, 2022. Immediately following the Regular Caucus Meeting at the place of holding regular meetings. (\*Refer to Rules of Council, No. 4, if applicable.)

**A. ROLL CALL OF MEMBERS:**

**B. PLEDGE OF ALLEGIANCE:**


**J. OTHER COMMUNICATIONS AND PETITIONS, AND VERBAL APPROVAL: (INTRODUCTION OF NEW LEGISLATION):**

**L. REMARKS FROM THE AUDIENCE ON ANY SUBJECT MATTER:**

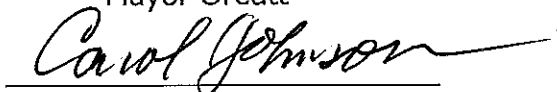
**M. ORDINANCES AND RESOLUTIONS: FIRST READING:**

1. AN ORDINANCE AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS AND SPECIFICATIONS, AND THE MAYOR TO ADVERTISE FOR BIDS, AND ENTER INTO A CONTRACT(S) WITH THE LOWEST AND/OR BEST BIDDER FOR DEMOLITION OF THE FORMER SUPER 8 MOTEL, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt. (If Council moves from Caucus.)

**P. ADJOURNMENT**



Mayor Orcutt



Clerk of Council

CITY OF BROOK PARK, OHIO

P/C 4-5-22 Service  
CA \_\_\_\_\_  
1st R \_\_\_\_\_  
2nd R \_\_\_\_\_  
3rd R \_\_\_\_\_  
4th R \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

INTRODUCED BY: MAYOR ORCUTT

**AN ORDINANCE  
AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS  
AND SPECIFICATIONS, AND THE MAYOR TO ADVERTISE FOR BIDS, AND  
ENTER INTO A CONTRACT(S) WITH THE LOWEST AND/OR BEST BIDDER  
FOR THE DEMOLITION OF THE FORMER SUPER 8 MOTEL,  
AND DECLARING AN EMERGENCY**

WHEREAS, Council authorized the Mayor to enter into a contract to purchase the former Super 8 Motel located at 16644 Snow Road (PPN 343-15-023), Ordinance 11212-2021 passed on September 21, 2021;

WHEREAS, the building is in a state of disrepair and has been deemed to be in the best interest of the City to demolish the existing structure(s).

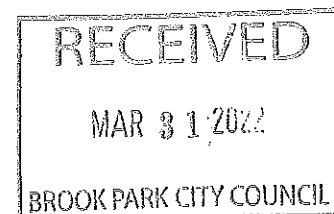
NOW THEREFORE, BE IT ORDAINED by the Council of the City of Brook Park, State of Ohio, that:

**SECTION 1:** The Consulting Engineer is hereby authorized to prepare plans and specifications, and the Mayor is authorized to advertise for bids and enter into a contract with the lowest and/or best bidder for said Demolition Project.

**SECTION 2:** The Mayor on behalf of the City of Brook Park is hereby authorized to contract with the Consulting City Engineer (Euthenics, Inc.) for Engineering, Bidding and Construction Administration services for said Demolition Project in accordance with Exhibit "A" attached hereto.

**SECTION 3:** The money needed to complete the aforesaid transaction shall be paid from the Economic Development Fund No. 243, theretofore appropriated or to be appropriated for said purpose.

**SECTION 4:** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.



**SECTION 5:** This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety of said City, and for the further reason that City Council deems it necessary to proceed with the Demolition Project as soon as possible, therefore, provided this Ordinance receives the affirmative vote of at least five (5) members elected to Council, it shall take effect and be in force immediately from and after its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED: \_\_\_\_\_

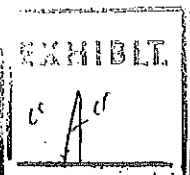
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE

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I HEREBY APPROVE THE WITHIN  
INSTRUMENT AS TO LEGAL FORM  
AND CORRECTNESS

  
DIRECTOR OF LAW



**SCOPE OF WORK, ESTIMATED MANHOUR BREAKDOWN,  
AND FEE ESTIMATE**

**Design Engineering and Plan Development Phase**

1 Site Visit	=	4 MH
2 Search Plan Archives for Existing Drawings	=	2 MH
3 Review Existing Drawings and Reports	=	2 MH
4 Develop Detailed Specifications for proposed Demolitions	=	18 MH
5 Prepare Preliminary Cost Estimate	=	4 MH
6 Coordination with City of Brook Park, OEPA, Utilities, etc.	=	2 MH
7 Coordination with Environmental, Asbestos and Lead Paint Testing	=	4 MH
8 Specification/Scope of Work revisions	=	6 MH
9 Finalize Cost Estimate	=	4 MH
10 Edit and Prepare Project Manuals/Documents	=	24 MH
<b>Total Manhours</b>	<b>=</b>	<b>70 MH</b>

**Bidding Phase**

1 Bidding Services/Coordination	=	4 MH
2 Organize/Coordinate/Conduct Pre-Bid Site Visit	=	6 MH
3 Respond to Contractor questions (during bid process)	=	4 MH
4 Coordination with Utilities	=	4 MH
5 Coordination with Environmental Abatement Contractor	=	4 MH
<b>Total Manhours</b>	<b>=</b>	<b>22 MH</b>

**Construction Administration**

1 Construction Administration/Management	=	4 MH
2 Coordination with Utilities	=	4 MH
3 Review Pay Estimates and Final Quantities	=	6 MH
<b>Total Manhours</b>	<b>=</b>	<b>14 MH</b>

* Design Engineering and Plan Development Phase	\$7,512.00
* Bidding Phase	\$2,499.00
* Construction Administration	\$1,803.00
Construction Observation	TBD
Environmental, Asbestos, Lead Paint Testing/Abatement	TBD
Permits, Fees, Inspections, etc.	TBD
	<u>\$11,814.00</u>

\* - Services to be provided by Euthenics

Exhibit "A"