

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, NOVEMBER 8, 2023
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. DISCUSSION:

1. ORDINANCE NO. 11367-2023

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH MAKOVICH & PUSTI, ARCHITECTS, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.– PER COUNCIL PRESIDENT VECCHIO.

IV. FINANCE COMMITTEE- COUNCILMAN SCOTT:

1. ORDINANCE NO. 8863-2002

AN ORDINANCE AUTHORIZING THE MAYOR TO WORK WITH THE CUYAHOGA COUNTY TREASURER TO ISSUE TAX CREDITS TO HOMEOWNERS AND DECLARING AN EMERGENCY. Introduced by Councilmembers Patten & Mooney. Annual review per Section 2 of the legislation

2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH GAMETIME FOR THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT AT KENNEDY PARK PLAYGROUND, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

V. ADJOURNMENT:

10-17-23 Planning
SP 10-30-23
11-08-23

CITY OF BROOK PARK, OHIO

ORDINANCE NO: 11367-2023

INTRODUCED BY: MAYOR ORCUTT

AN ORDINANCE

AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH MAKOVICH & PUSTI, ARCHITECTS, AND DECLARING AN EMERGENCY

WHEREAS, the firm Makovich and Pusti have provided a proposal for Architectural & Planning Services for City Visioning Planning for the City of Brook Park; and

WHEREAS, Makovich and Pusti's scope of work is in four parts: A Community Gateway, Reimagined Buildings, Municipal Campus Visioning and Airport Parking.

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

SECTION 1: Authorization is given to the Mayor enter into an agreement Makovich & Pusti, Architects, the proposal is attached hereto and incorporated herein as Exhibit "A".

SECTION 2: The money needed for the aforesaid transaction shall be paid from fund #243, Capital Improvement, in an amount not to exceed \$30,500.00.

SECTION 3: 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 4: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to enter into an agreement with Makovich & Pusti, therefore this Ordinance shall take effect and be in force immediately from and after its passage and approval by the Mayor.

RECEIVED
OCT 11 2023
BROOK PARK CITY COUNCIL

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
Clerk of Council

APPROVED: _____
MAYOR

DATE

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

DIRECTOR OF LAW

September 20, 2023

Edward A. Orcutt
Mayor
City of Brook Park
6161 Engle Road
Brook Park, Ohio 44142

e-mail: eorcutt@cityofbrookpark.com



RE: Proposal for Architectural & Planning Services
City Visioning Planning
City of Brook Park

Dear Mayor Orcutt:

Makovich & Pusti Architects, Inc. has prepared this proposal to provide architectural and planning services for the project referenced above. To facilitate your review of our proposal, it has been organized as follows:

- + Scope of Work
- + Scope of Services
- + Proposed Design Team
- + Fee Proposal
- + Qualifications and Assumptions
- + Additional Services
- + Owner Provided Documentation
- + Authorization/Agreement

SCOPE OF WORK

The City of Brook Park is a gateway into the Cleveland region and should celebrate this concept. MPA is to explore how to best position the City to welcome visitors and showcase the vibrancy and progression of the City.

MPA is to develop ideas for the enhanced identity of the City, refresh various elements throughout the City, and explore master planning ideas in the Municipal Campus. The scope will be explored in the following four priorities:

Priority 1 – Community Gateway

Create civic gateway elements at Snow Road and I-71 ramps. Prepare a visualization package to delineate various suggested options to be presented to the Planning Commission

- It is desired to have this complete by October 2023 to be ready for funding
- Explore ideas with the brick in the median and colors options (one option is to match the existing red brick)
- Potentially add American flags along the median and other locations along Snow Road in the middle of the grass in the southeast and northwest areas
- Run conduit under the pavers to add lighting
- Add light poles with flower baskets and banner poles in the median
- Include electrical outlets in the light poles to add holiday lighting
- Design landscaping along ramps to and from I-71
- Study strategically located welcome signs
- Prepare color options and signage to give the existing Pump Station building a new enhanced civic identity, including an awning over the door and signage lighting
- Review the Gateway Community design criteria from ODOT to understand what the State of Ohio will allow us to do

Update colors, materials, and create imagery on the Recreation Center and Building Department

- ## Update the master plan for the Municipal Campus

- ## Explore ideas for airport parking

- ## SCOPE OF SERVICES

Priority 1 – Gateway Elements

- MAKOVICH & PUSTI ARCHITECTS, INC.

- * Explore City branding elements on the Pump Station
 - o This information will be provided to the City trades to paint the Pump House
- * Prepare up to 6 digital renderings of the proposed concepts
- * Meet with the project Stakeholders to determine the preferred concept
- * Provide modifications to the preferred concept to address Stakeholder comments
- * Prepare a digital package to be presented to Planning Commission for approval
- * This information will then be used to produce Construction Documents as Phase II
 - o A separate proposal will be provided for Phase II Construction Documents

Priority 2 – Reimage Buildings

- * Site visit to understand the parameters of the site and photograph existing conditions
- * Delineate the various elements to be painted or modified on the Recreation Building and Building Department
- * Prepare a color board of the various proposed finishes
- * Prepare 2 to 3 digital rendering of both buildings indicating the proposed colors, materials, and branding elements
- * Meet with the project Stakeholders to review the color selections and branding
- * Provide modifications to the concept to address Stakeholder comments
- * Prepare a digital package to be presented to Planning Commission for approval
- * The color information will be provided to the contractor on the Recreation Center to paint that facility
- * This information for the new exterior shell and colors for the Building Department will be used to produce Construction Documents as Phase II
 - o A separate proposal will be provided for Phase II Construction Documents

Priority 3 – Municipal Campus Visioning

- * Site visit to understand the parameters of the site and photograph existing conditions
- * Explore ideas for the Municipal Campus master plan to show a landscaped retainage pond!
 - o Provide a confidential layout of a safety center
 - * This is to allow the future planning of the Municipal Campus without creating a conflict for the location of a future safety center
- * 2-5 Renderings of the proposed design
- * Rendered Site Plan including the crosswalk to Brook Park Elementary School
- * Prepare a digital package to be presented to Planning Commission for approval
- * Provide revisions to the package incorporating Planning Commission feedback

Priority 4 – Airport Parking

- * Site visit to understand the parameters of the site and photograph existing conditions
- * Explore ideas to remove 5 Points Road and maximize parking spaces
- * Prepare layouts for 3 parking concepts
- * Meet with the project Stakeholders to determine a preferred concept
- * Provide modifications to the preferred concept to address Stakeholder comments
- * Prepare up to 2 digital renderings of the proposed concepts
- * Prepare a digital package to be presented to Planning Commission for approval
- * This information will then be used to produce Construction Documents as Phase II
 - o A separate proposal will be provided for Phase II Construction Documents

PROPOSED DESIGN TEAM

Architecture & Planning

- Makovich & Pusti Architects, Inc.
111 Front Street
Berea, Ohio 44017

phone: (440) 891-8910
e-mail: drerko@mparc.com
e-mail: phaberman@mparc.com

Don Rerko, AIA, NCARB – Principal
Pam Haberman, Assoc. AIA – Project Designer

FEE PROPOSAL

Makovich & Pusti Architects, Inc. proposes to provide the above-listed services for a lump-sum fee of \$30,500 (Thirty Thousand, Five Hundred Dollars), plus reimbursable expenses.

Priority	
Priority 1 – Community Gateway	\$8,600
Priority 2 – Reimage Buildings	\$8,300
Priority 3 – Municipal Campus Visioning	\$8,600
Priority 4 – Airport Parking	\$5,000
Total	\$30,500

Reimbursable expenses shall be billed at 1.10 times direct cost, and shall include:

- Plotting and Printing
- Postage of Packages and Delivery Services
- Government Review Fees (ARB, Planning & Zoning)
- All mileage associated with project billed at current IRS rates

Reimbursable expenses are estimated to cost \$1,000.

Invoices will be issued on a monthly basis for time expended toward the fee, plus reimbursable expenses, incurred during the preceding month. Invoices are considered due upon receipt. Invoices outstanding beyond 35 days may be subject to a late charge of 1.5% per month on the unpaid balance. Unpaid invoices beyond 45 days will result in suspension of work on the project.

QUALIFICATIONS AND ASSUMPTIONS

The following qualifications and assumptions are being made:

- These documents will be used for communication with various entities
- MPA will also coordinate with Brian Beyer - Director Of Public Service for the City of Brook Park
- The terms and conditions of AIA document B212-2010 are included in this proposal by reference.
- The project will be prepared using AutoCAD, Sketchup, and Lumion.
- Our team shall have no responsibility for the identification, presence, handling, removal, or disposal of Hazardous Containing Materials (HCM) in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances. The Owner shall inform our team of all known or suspected hazardous substances, materials or constituents that may be present at the site.
- This scope does not include any deconstructive testing or investigation. As such, MPA cannot confirm any systems or elements not clearly visible.

Additional services will only be provided upon written authorization of the Client. The following services are not included in our design fee, but could be provided at an additional cost:

- 3 Traffic studies or roadway improvements other than drive aprons in the right of way, if required for the new curb cut
- 4 Material testing of any kind (including geotechnical soil testing), and environmental investigations or remediation
- 5 Landscape architectural services
- 6 Cost estimates
- 7 Surveys of the proposed sites
- 8 Local utility company applications or agency coordination
- 9 Any construction documents or engineering required for the design including but not limited to Civil, Structural, Mechanical, Electrical, Plumbing, or Technology
- 10 Additional services will only be provided upon written authorization of the Owner and will be based on hourly rates per the agreement

For the purposes of this project, the following information must be supplied by the Owner:

- | | |
|----|--|
| 29 | Access to the site to review the space |
| 30 | Copies of any previous contract record, or as-built drawings, showing existing walls, services, and utilities in as much detail as is possible |
| 31 | A location to conduct Stakeholders meetings with Audio/Visual capabilities |

Makovich & Pusti Architects, Inc. is prepared to proceed with this project upon receipt of your written authorization to proceed. A contract can be written utilizing AIA Document B212-2010, or by providing a Purchase Order for this proposal. At the option of the Owner, this proposal can be used as a contract by returning one copy with an authorized signature to our office.

Thank you for the opportunity to submit this proposal. Please contact me on my mobile phone at 216.633.3965 at any time if you have any questions.

Sincerely,

[Handwritten signature]

Donald Rerko, AIA
per Accounting

AUTHORIZATION/AGREEMENT

I, _____, hereby state that I am authorized
PRINT NAME & TITLE **

by _____ to authorize Makovich & Pusti Architects, Inc. to
PRINT NAME OF OWNER

proceed with the scope of work as stated in the attached proposal and agree to remit payments within 35 days of invoice dates. By signing this authorization, I (we) take full responsibility for any and all charges made in this matter on my (our) behalf.

SIGNATURE/TITLE

DATE

** Authorization must be completed by a person representing the entity responsible for payment.

Please Provide the Following Contact Information

Contact Person _____

Phone Number _____

Fax Number _____

e-mail Address _____

Billing Address _____

PO Number _____

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P/C Finance 1/2/02
CA 1/8/02
1st R 1/15/02
2nd R 2/6/02
3rd R
B/C

CITY OF BROOK PARK, OHIO

*Annual Review
by Council*

ORDINANCE NO: 8863-2002.

INTRODUCED BY: COUNCILMEN PATTEN & MOONEY.

AN ORDINANCE

AUTHORIZING THE MAYOR TO WORK WITH THE CUYAHOGA COUNTY TREASURER
TO ISSUE TAX CREDITS TO HOMEOWNERS'
AND DECLARING AN EMERGENCY

WHEREAS, on August 7, 2001 the electors of the City of Brook Park approved the Settlement Agreement between the Mayors of Cleveland and Brook Park; and

WHEREAS, Brook Park will receive income taxes generated at NASA from the portions of NASA formerly located in Cleveland; and

WHEREAS, the City has decided to work with Cuyahoga County to issue a tax credit to homeowners within the City based upon the revenues received from NASA.

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

SECTION 1: The Mayor is hereby authorized, on behalf of the City to work with the County to issue tax credits to Brook Park homeowners in an amount that shall not exceed two hundred fifty dollars (\$250.00) per year per household.

SECTION 2: The initial payment shall be made from monies received from the transfer of properties as defined in the Brook Park and Cleveland Settlement Agreement. Council shall, after the initial year, annually review the City's financial stability and revenues collected and make the determination whether or not to continue to issue the tax credit.

SECTION 3: 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 4: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to give the Mayor the authority to work with Cuyahoga County to issue a tax credit to the City's homeowners; therefore, this Ordinance shall take effect and be in force

immediately from and after its passage and approval by the Mayor.

PASSED: February 6, 2002

Sandra A. D.
PRESIDENT OF COUNCIL

ATTEST: Roseann Armstrong
Clerk of Council

APPROVED: Mark J. Elliott
MAYOR

CERTIFICATE

Roseann Armstrong, Clerk of Council, of The City of Brook Park, Ohio, do hereby certify that the foregoing is a true and accurate copy of Ordinance/Resolution. No. 8863-2002 passed on the 6th day of February 2002 by said council.

Roseann Armstrong
ROSEANN ARMSTRONG
Clerk of Council

2/6/02
DATE

I, Roseann Armstrong, Clerk of the City of Brook Park, State of Ohio, do hereby certify that there is no newspaper of general circulation in the municipality and that publication of the foregoing ordinances/resolutions was made by posting true copies at six of the most public places in said municipality as determined by ordinance 4838-1975, passed on August 12, 1975, location City Hall, 6161 Engle Road Police Station, 17401 Holland Road, #1 Fire Station, 5590 Smith Road, #2 Fire Station, 22530 Ruple Road, #3 Fire Station, 17401 Holland Road, Brook Park Library, 6155 Engle Road, for a period of fifteen days.

commencing February 7, 2002
Roseann Armstrong
ROSEANN ARMSTRONG
Clerk of Council

10-17-23 Finance
RECEIVED
CITY OF BROOK PARK, OHIO

CITY OF BROOK PARK, OHIO

ORDINANCE NO: _____

INTRODUCED BY: MAYOR ORCUTT

AN ORDINANCE
AUTHORIZING THE MAYOR TO ENTER INTO A
CONTRACT WITH GAMETIME FOR THE PURCHASE AND INSTALLATION OF
PLAYGROUND EQUIPMENT AT KENNEDY PARK PLAYGROUND, AND DECLARING AN
EMERGENCY

Whereas, the City of Brook Park desires to replace and upgrade playground equipment at Kennedy Park as part of the Brook Park Central Park Master Plan; and

Whereas, this new equipment will allow the park to better serve users of all ages and be all-inclusive while promoting a healthy lifestyle and healthy community; and

Whereas, this equipment will include ADA multiuse playground equipment; and

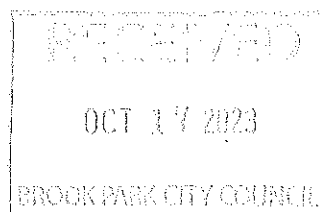
Whereas, the City of Brook Park intends to submit an application to the Cuyahoga County Department of Development for 2024 CDBG Muni funding and 2024 CDSG funding for the ADA multiuse playground equipment; and

Whereas, this project will be supported by funding received from the Cooper Foundation.

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

SECTION 1: The Mayor is hereby authorized to enter into a contract with GameTime, described in Exhibit "A".

SECTION 2: The money needed for the aforesaid transaction shall be paid from Fund No. 401, Capital Fund, in an amount not to exceed \$277,688.72, theretofore appropriated or to be appropriated for said purpose



SECTION 3: 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 4: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of said City, and for the further reason to allow the City to purchase playground equipment for Kennedy Park 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 upon 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

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

DIRECTOR OF LAW



P.O. Box 208 Harrison, OH 45030
Toll Free 800-762-7936
Fax 330-821-4505
www.dwarec.com
info@dwarec.com



08/25/2023
Quote #
104937-01-05

City of Brook Park - Kennedy Park Playground - Revision 4

Brook Park, City of
Attn: Andres Gonzalez
17400 Holland Rd.
Brook Park, OH 44142-3524
Phone: 216-433-1545
agonzalez@cityofbrookpark.com

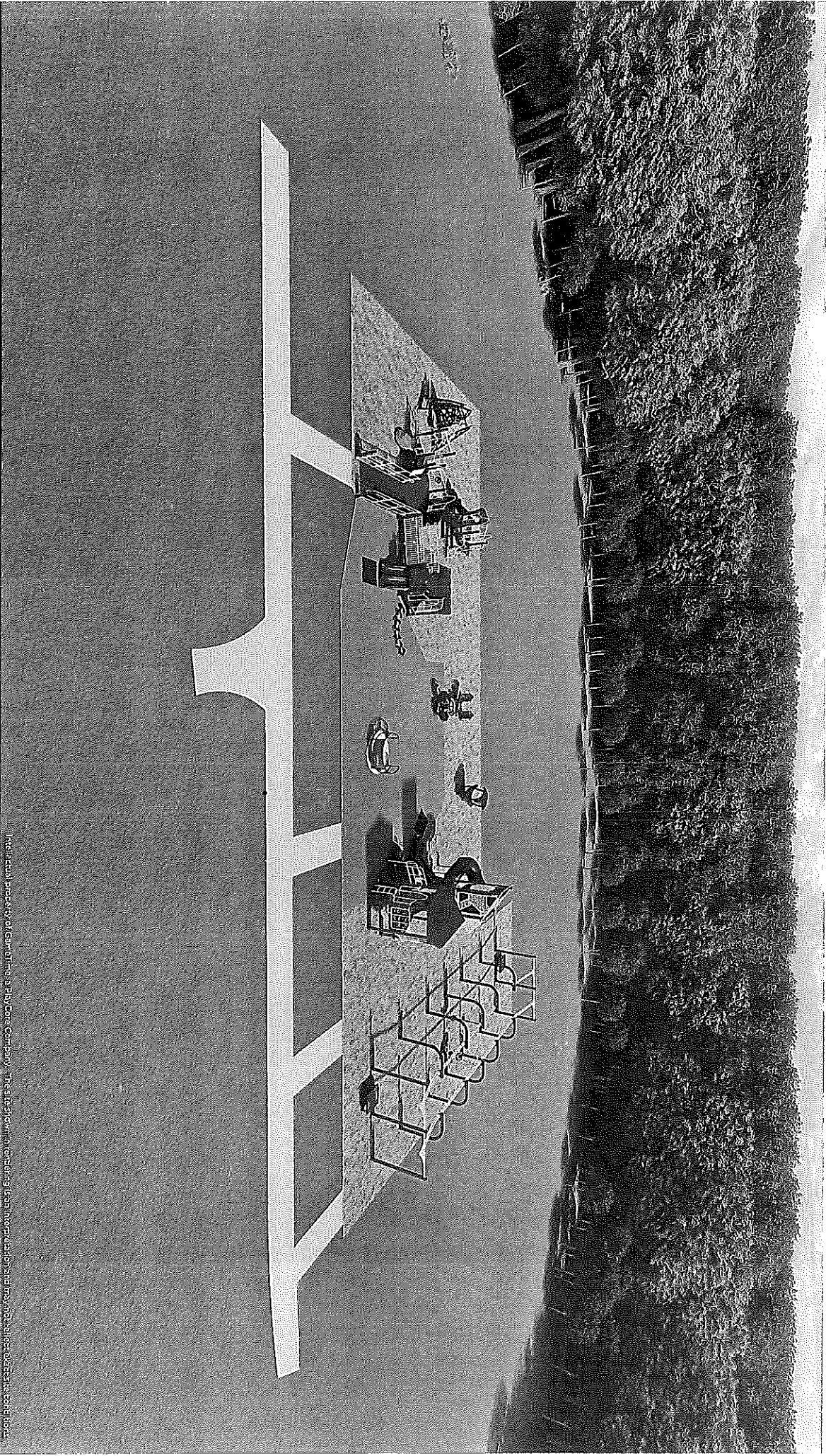
Project # 104937
Job # 104937-01
Ship to Zip 44601

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PowerScape Play Structure (TBROOKPARK-KENNEDY-R4)- Ages 5-12 with Aluminum Uprights	\$71,124.00	\$71,124.00
1	RDU	GameTime - Additional Structure Add On:	\$48,306.00	\$48,306.00
1	90860	GameTime - 53'SKY RUN ZIP TRACK W/ ZERO-G	\$21,185.00	\$21,185.00
1	90863	GameTime - 53'SKY RUN ZIP TRACK ADD W/ ZIP SEAT	\$22,012.00	\$22,012.00
1	6262	GameTime - Inclusive Whirl - Basic	\$17,779.00	\$17,779.00
1	6245	GameTime - RoxAll See Saw	\$12,687.00	\$12,687.00
1	6258	GameTime - Sensory Cove Climber - Triangle	\$3,202.00	\$3,202.00
3	161292	GameTime - Wear Mat 44"x48"	\$308.00	\$924.00
1	EWf-12	GT-Impax - 246 CY of Engineered Wood Fiber at a 12" Compacted Depth- 1,917 SF @ 6" Top off and 4,007 SF @ 12"	\$6,595.00	\$6,595.00
1	RDU	GameTime - Installation of The Structures, (2) Zip Tracks 53' with Zip Seat and Zero G Seat, Inclusive Whirl, Roxall See Saw, Sensory Cove Triangle, Wear Mats, and EWF Surfacing- <i>Includes: removal of the (3) uprights, from existing square deck, and installation of (2) new uprights</i> <i>Non-prevailing wage rate.</i>	\$57,130.00	\$57,130.00
1	PIP	GT-Impax - 1,552 Sq Ft of Poured-in-Place Rubber Surfacing- This price includes installation, supply and install of compacted stone sub-base and is based on the following: 8" compacted stone sub-base 1,552 Sf @ 6' CFH with 169 LF Turn Down 50% black & 50% standard color blend: _____(indicate color wanted) Temperatures must be 50 degrees & rising; all areas must be installed on same trip; security during cure time (approximately 72 hours) to be provided by owner or general contractor unless otherwise noted; standard flush edging detail unless otherwise noted; installation figured at non-prevailing wage rates. Security and Dumpster are Included.	\$48,055.00	\$48,055.00

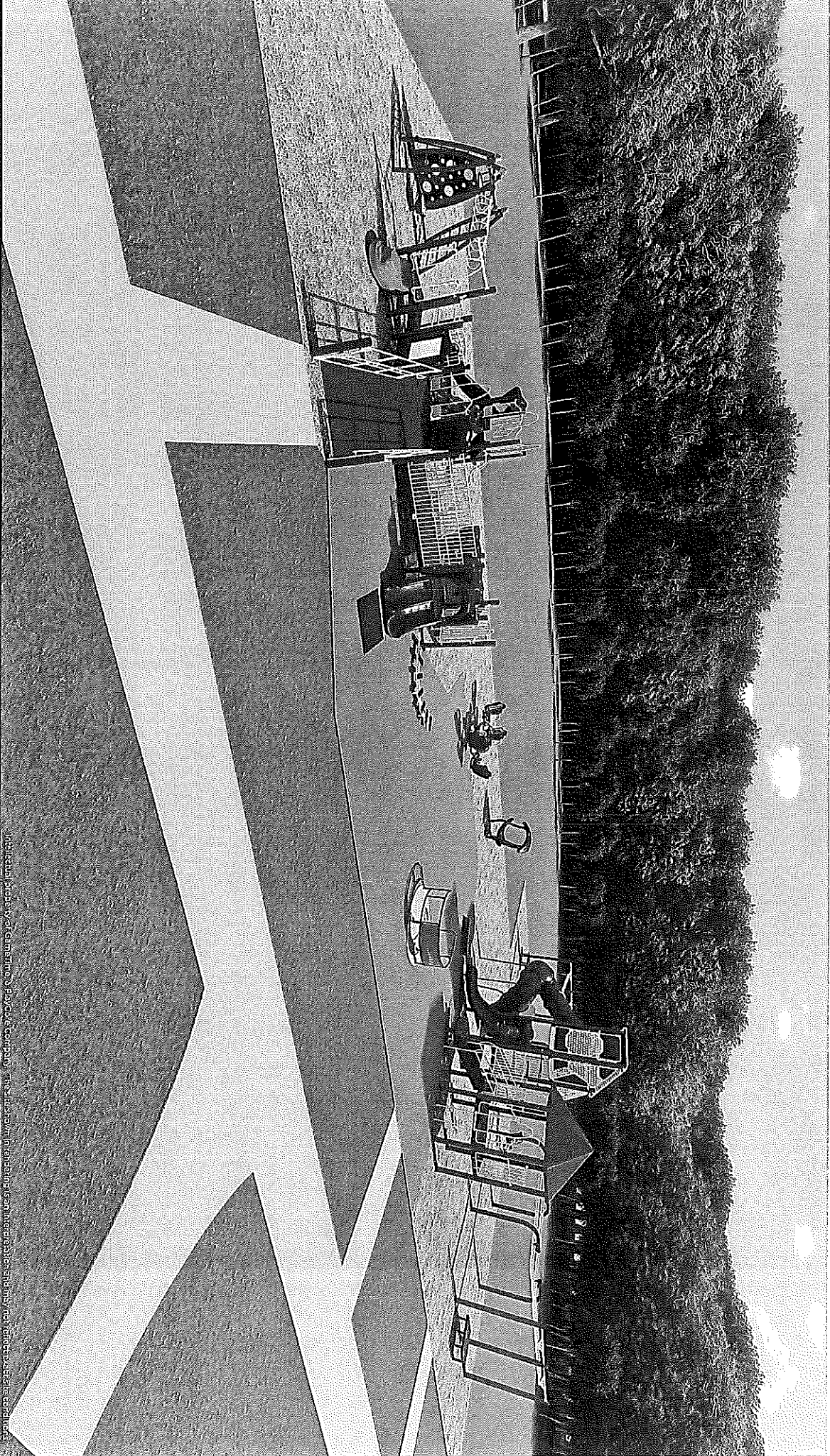
Contract: OMNIA #2017001134

Sub Total \$308,999.00
Discount (\$36,310.28)
Freight \$5,000.00
Total \$277,688.72

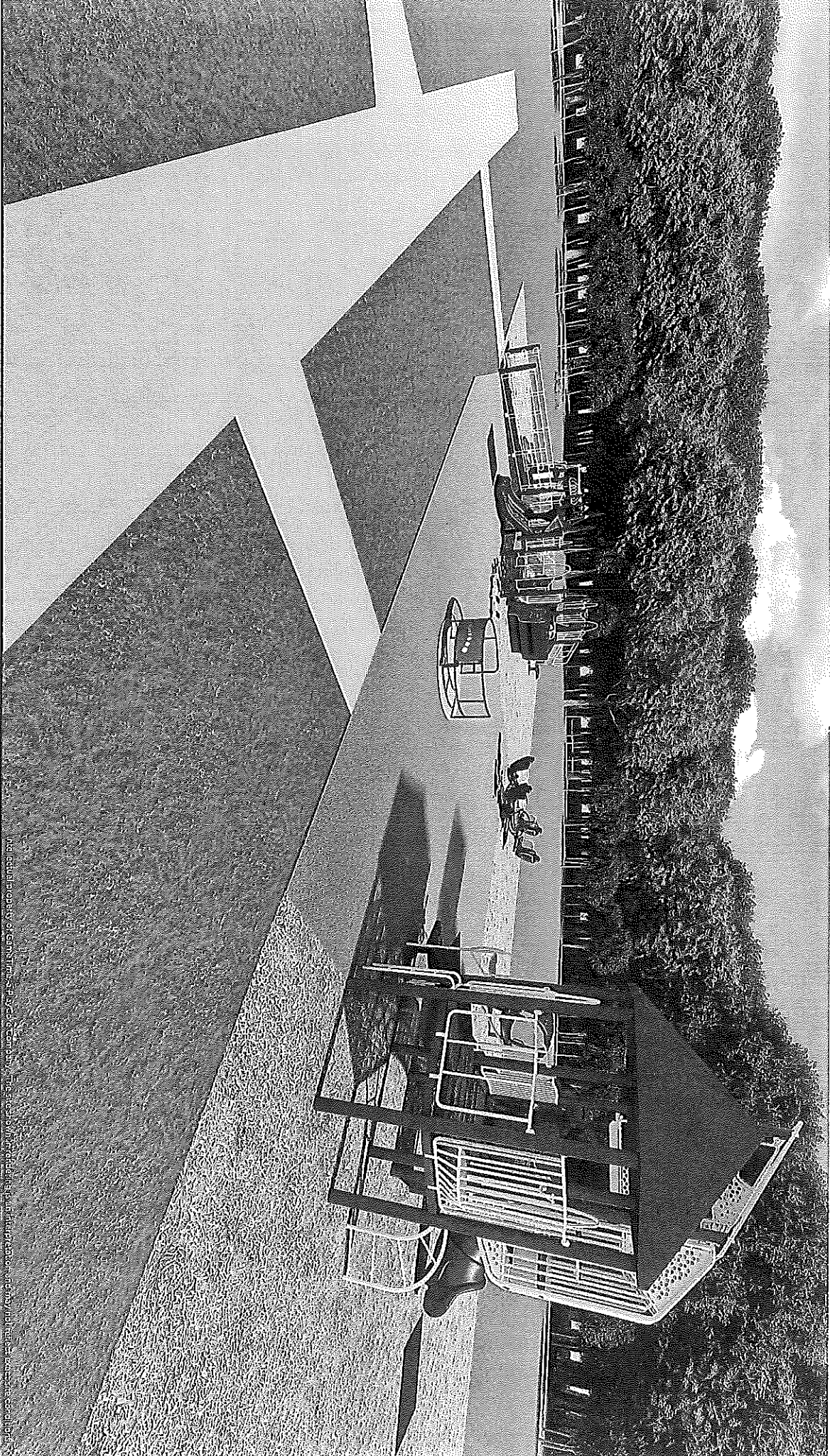
Due to the current COVID-19 crisis, shipping times might be extended beyond what is noted.
Pricing on Equipment is valid for 30 days. Please request a new price after that time. Our quotation is based on shipment of all items at one time to a single destination, unless otherwise noted, and changes are subject to price adjustment.
Due to volatility of fuel prices, freight charges may change at time of delivery.



Intellectual property of Gamut Limited Play Core Company. The illustration contains is not reproduction and may not be used without permission.



Intellectual property of Gametime Playable Company. This is a virtual rendering and may not reflect actual site conditions.

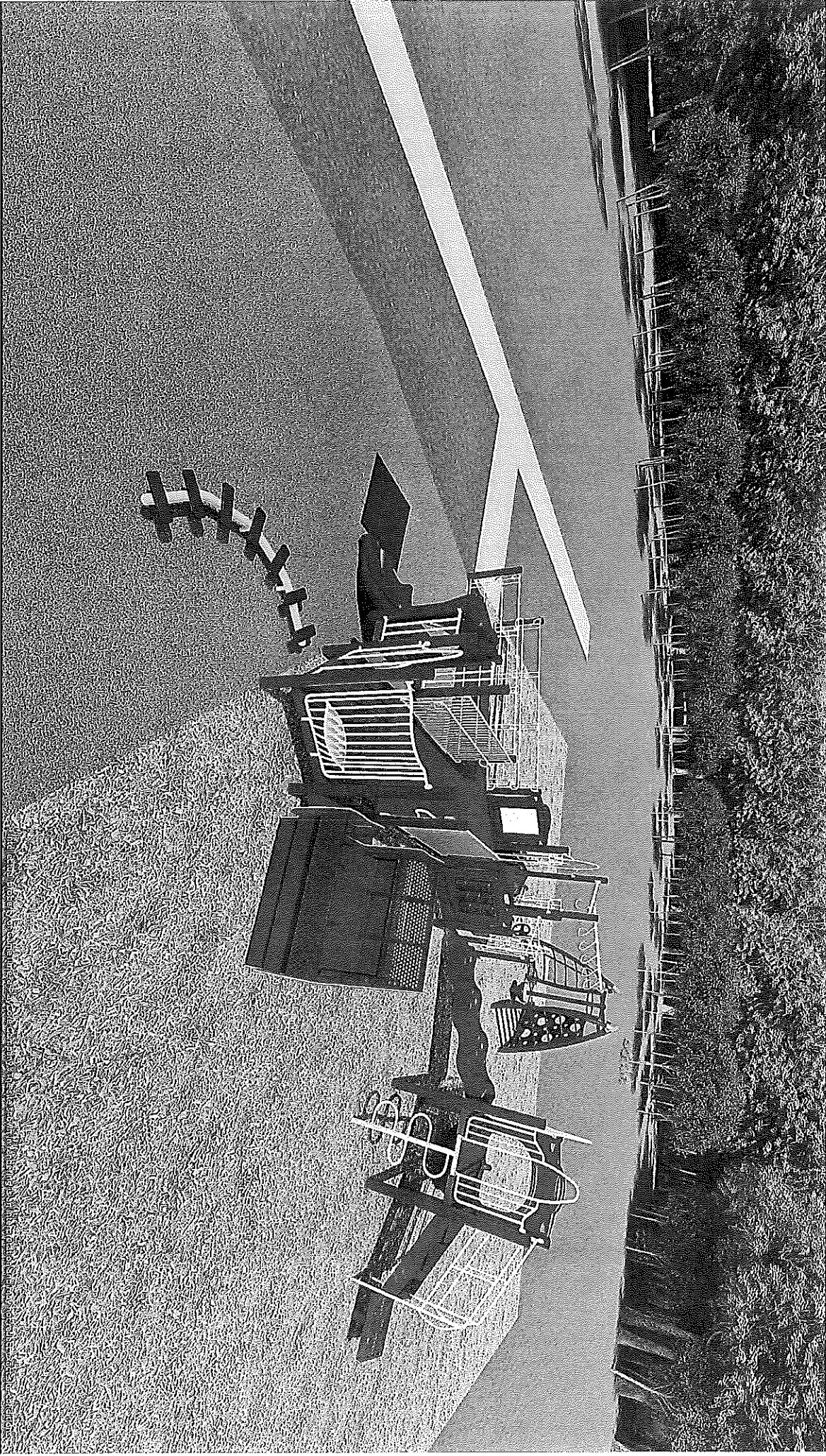


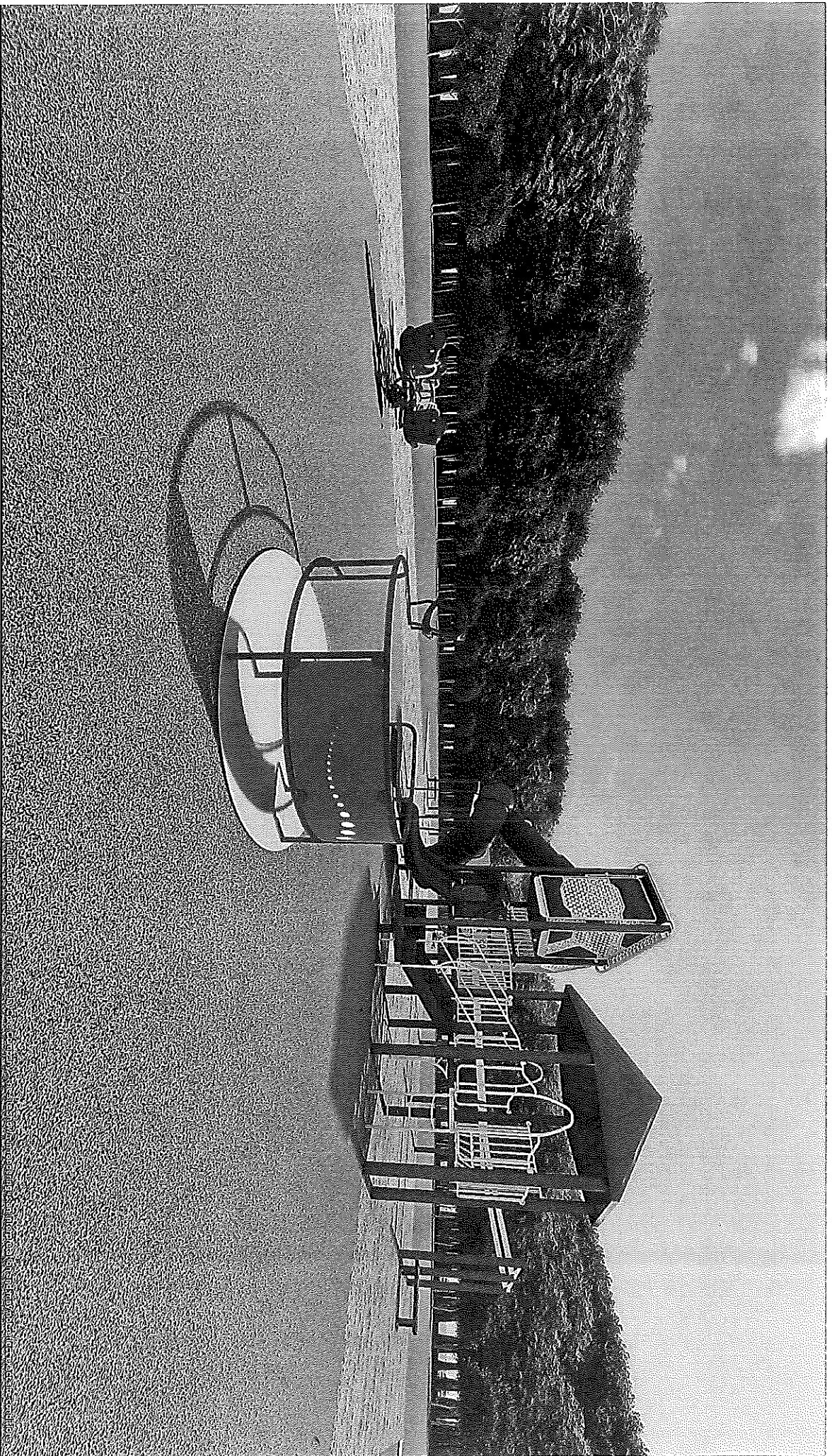
Intellectual property of Kennedy Time-Space, LLC. All rights reserved. The above is a conceptual rendering and may not reflect actual construction.



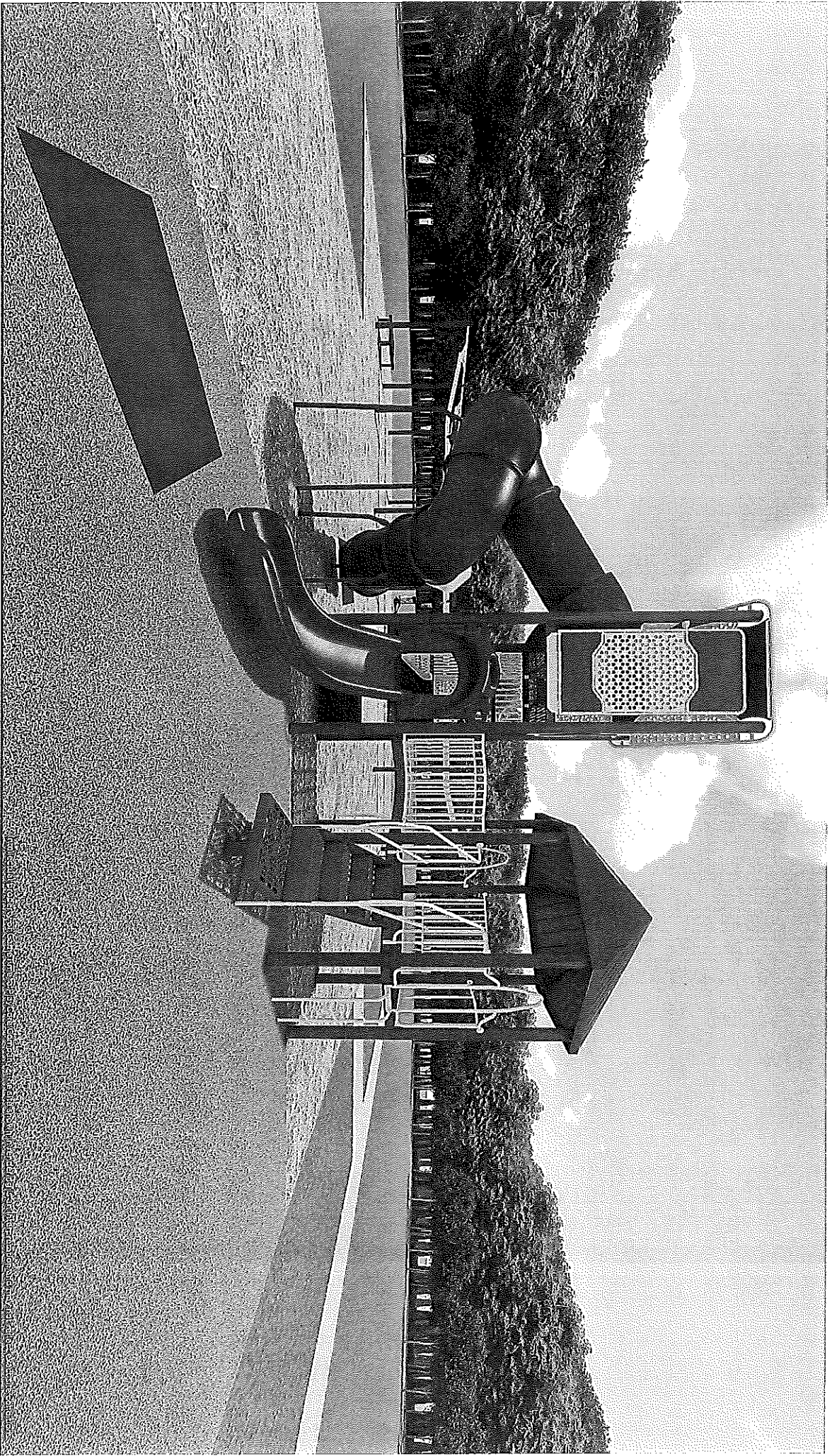
Revision 4 - City of Brook Park - Kennedy Park Playground





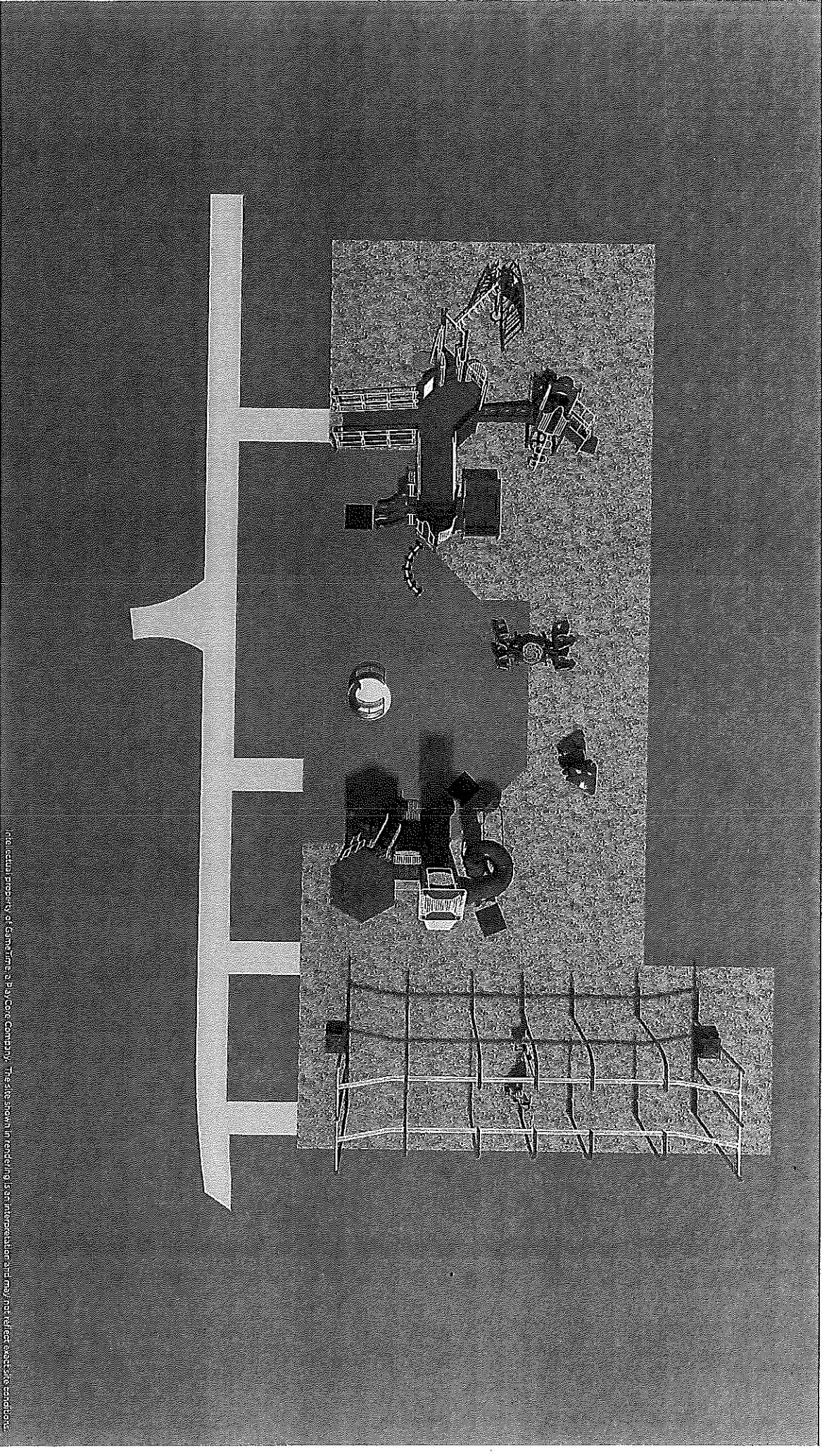




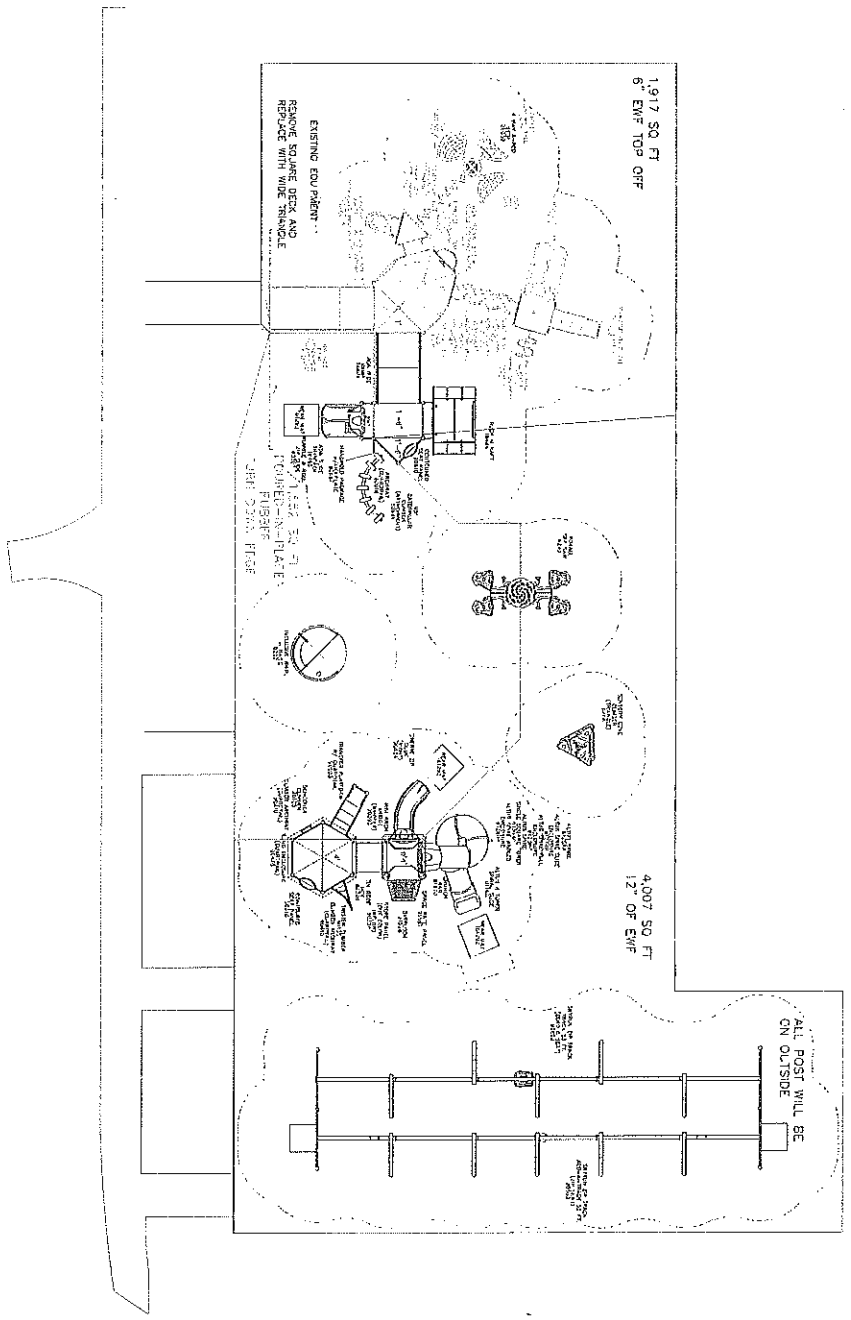








Intellectual property of Gametime & PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.



This new
equipment is
recommended
by children's
5-12

Maximum Area Required
This drawing can be
Scale: 1" = 8'-0"
at 30" x 40" format

IMPORTANT: Satisfaction with this
equipment, as specified by each type of
equipment, and a design to meet the
ASTM F1487 and Canadian
Standard C635-2011

Drawn By
TK/CS
Date:
02/22/23
TBR/CK/PARK/KENNEDY-R4

565 National Map 30 E 18

34317013

34317097

34317090

34317089

HOLLAND ROAD

34317088

SYLVIA DRIVE