

RESOLUTION NO. 051-2025

Approving an Agreement with Stephen Hovancsek & Associates, Inc. for Surveying and Engineering Services for the Greenway Trail Project from Fitch Road to Cook Road

Be it Resolved by the Board of Trustees of Olmsted Township, Cuyahoga County, State of Ohio, that:

WHEREAS, the Board of Trustees of Olmsted Township desires to proceed with the Greenway Trail Project (PID 122961), extending from Fitch Road to Cook Road, within the existing First Energy Transmission Line right-of-way; and

WHEREAS, the Township has identified the need for professional surveying and engineering services for the development of improvement plans, preparation of environmental documentation, and related activities required for the project; and

WHEREAS, Stephen Hovancsek & Associates, Inc., an Ohio corporation, submitted a proposal dated May 2, 2025, to provide said professional services in accordance with the ODOT LPA Scope of Services, including but not limited to topographic survey, environmental assessments, permit applications, improvement plan preparation, and easement exhibits; and

WHEREAS, Township officials have reviewed the proposal and determined that it meets the Township's specifications and requirements for the Greenway Trail Project; and

WHEREAS, the total lump sum fee for these services shall not exceed Eighty Thousand Dollars (\$80,000.00); and

WHEREAS, a copy of the proposal, including scope of work and terms of performance, is attached hereto and incorporated herein as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Olmsted Township, County of Cuyahoga, State of Ohio, that:

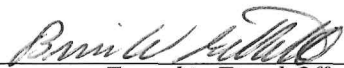
SECTION 1. The Board of Trustees hereby approves the Agreement with Stephen Hovancsek & Associates, Inc. for surveying and engineering services for the Greenway Trail Project, as set forth in Exhibit A.

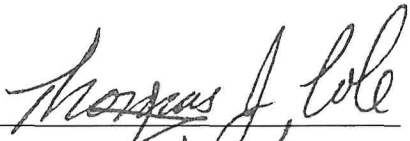
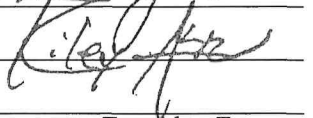
SECTION 2. The Board of Trustees authorizes the Township Administrator to execute the Agreement and any related documents necessary to carry out the intent of this Resolution.

SECTION 3. The Township Fiscal Officer is hereby authorized and directed to certify and appropriate funds in the amount of \$80,000.00 for the purpose of executing said Agreement.

BE IT FURTHER RESOLVED, that it is hereby found and determined that all formal actions of this Board of Township Trustees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were conducted in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 22nd day of May, 2025

Attest: 
Township Fiscal Officer



Township Trustees



STEPHEN HOVANCSEK & ASSOCIATES, INC.

Consulting Engineers & Planners

TWO MERIT DRIVE • RICHMOND HEIGHTS, OHIO 44143

(216) 731-6255

FAX NO: (216) 731-4483

May 2, 2025

Gary Yelenosky, Township Administrator
Olmsted Township
7900 Fitch Road
Olmsted Township, Ohio 44138

**Re: GREENWAY TRAIL PROJECT
PID 122961
FITCH RD. TO COOK RD.
OLMSTED TOWNSHIP, OHIO**

Dear Mr. Yelenosky,

The firm of Stephen Hovancsek & Associates, Inc. is pleased to provide you with a proposal for surveying and Engineering services for the above reference project, based on the attached ODOT LPA Scope of Services.

PROJECT AREA:

The project limits are from Fitch Road to Cook Road within the existing First Energy Transmission Line right-of-way. See attached Map.

SCOPE OF SERVICES

Survey of Project Limits (A majority of this work has been performed)

- Perform a topographic survey showing all existing features within the project area designated by the red outline and red shade portion on the attached exhibit. Topographic survey will encompass enough spot grades to show watershed, at one (1) foot contours, of the project area.
- We will locate the existing utilities by means of our standard surveying procedures, which includes the field location of obvious above grade utility appurtenances, such as manholes, catch basins and valves, and the use of record data obtained from the property owner and/or information obtained by an OUPS preplanning/design ticket. The location of underground utility lines for which no above grade field evidence exists will be shown only from record data provided. Our firm does not have ground-penetrating devices to determine the locations of underground utility lines
- We will show inverts and directions on any utility that can be opened with a reasonable effort and will not cause damage to caps or castings
- Locate above grade topographic features within the project area including but not limited to building limits, driveways, sidewalks, trees, guardrails, signs, pavement limits and curbing
- The basis for the survey will be the State Plane Coordinate System

Type C2 Categorical Exclusion (CE) Environmental Document

GREENWAY TRAIL PROJECT
PID 122961
FITCH RD. TO COOK RD.
OLMSTED TOWNSHIP, OHIO
May 2, 2025
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Cultural Resources

- Section 106 – Scoping Request Form
- Phase I Cultural Resources Survey Report
- Phase I History/Architecture Survey Report
- Phase I Archaeology Survey Report

Ecological Resources

- Ecological Exempt Form
- Level 1 Ecological Survey Report

Waterway Permits

- Permit Determination Request Package
- Conceptual Stream/Wetland Mitigation Reports
- Section 404/401 Application
- USACE Pre-Construction Notification (PCN) Application
- Ohio EPA Isolated Wetland Permit Pre-Activity Notification (PAN)

Environmental Site Assessment

- Regulated Materials Screening (RMR)

Environmental Justice

- Environmental Justice Census Mapping

Improvement Plans

- Title Sheet
- Schematic Plan
- Typical Section
- General Notes
- Maintenance of Traffic
- General Summary
- Sub-Summaries
- Plan and Profile
- Cross Sections
- Curb Ramp Details
- Miscellaneous Details

Easement Exhibits and Legal Descriptions

PROJECT FEE

The services as described shall be performed for a TOTAL LUMP SUM FEE of \$80,000.00

**GREENWAY TRAIL PROJECT
PID 122961
FITCH RD. TO COOK RD.
OLMSTED TOWNSHIP, OHIO**

May 2, 2025

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Surveys are scheduled after the signed authorization is provided to our office for the project. We try to adhere to our schedules to the best of our ability, but cannot be responsible for delays caused factors such as weather conditions, or not receiving record items required for the survey.

This offer will expire if not executed within 45 days.

If you have any questions, please feel free to contact me. If this proposal is acceptable to you, please execute the attached Authorization and return it to our office.

Respectfully,



Thomas Cappello, P.E., P.S.
President

Stephen Hovancsek & Associates, Inc.

Survey Authorization:

I, the undersigned, hereby authorize the firm of Stephen Hovancsek & Associates, Inc. to perform the surveying services listed herein for the above-described project for a Lump Sum of **\$80,000.00**



Authorized Signature

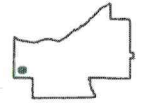
Date

Print Name and Title

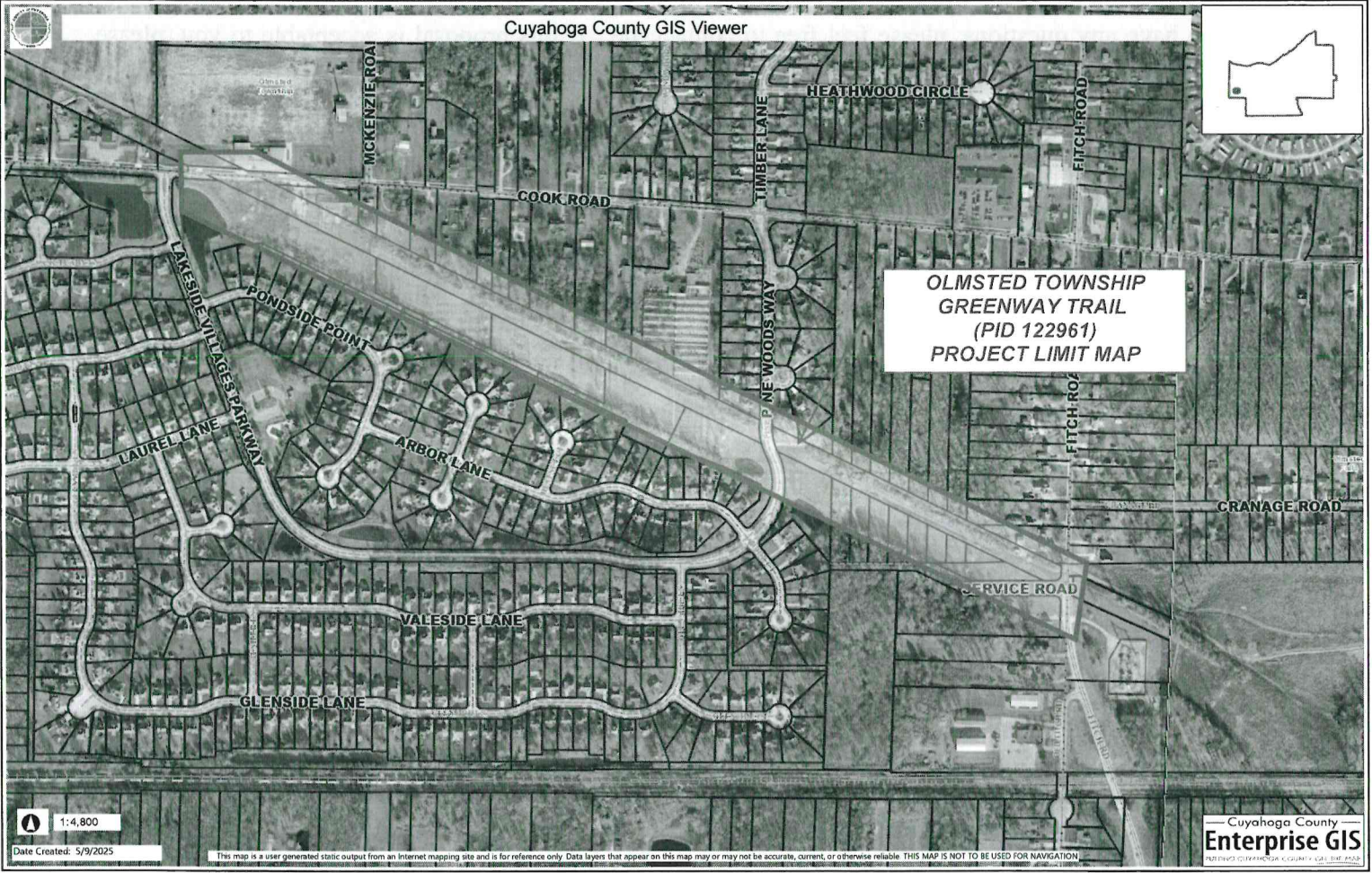
Terms

Final stamped and signed plans will not be provided until receipt of payment in full.

Payment is due upon receipt and is past due thirty (30) days from date of invoice. If the Client has any valid reason for disputing any portion of an invoice, Client will so notify Stephen Hovancsek & Associates, Inc. within seven (7) calendar days of receipt of invoice by Client, and if no such notification is given, the invoice will be deemed valid. After thirty (30) days from date of invoice a finance charge of 1.5% per month on the unpaid amount of an invoice, or the maximum amount allowed by law, will be charged on past due accounts. Payments by the Client will thereafter be applied first to accrued interest and then to the principal unpaid balance. Any attorney fees, court costs, or other costs incurred in collection of delinquent accounts shall be paid by the Client.



**OLMSTED TOWNSHIP
GREENWAY TRAIL
(PID 122961)
PROJECT LIMIT MAP**



1:4,800

Date Created: 5/9/2025

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.