

AGENDA ITEM COVER SHEET



Trustee Meeting Date:	Agenda Item Type:
September 22, 2026	Business Item
Submitted By:	
Mike Huxsoll, Director of Public Works/Community Services	

Motion:
Motion to approve contract between West Chester Township Board of Trustees and Civil and Environmental Consultants for Beckett Park West construction material testing not to exceed \$55,000.00; and, authorize Township Administrator make non-substantive changes with Law Director approval and execute said agreement (CIP 2120)

Background:
With Board approval of the Prus Construction GMP price for the West side development, including the installation of the playground equipment, additional restroom facilities, and additional shelter area, it is also recommended that the project have independent testing is required. Civil and Environmental Consultants will perform soil, concrete, masonry and structure framing testing as is required to meet the requirements of the project. This will help to ensure high standards of quality with regard to the proposed work through the construction contractor. The Community Services Department requests a PO in the amount of \$55,000.00 for construction material testing for the Beckett Park West, Playground and Restroom Addition Project.

Finance	Budgeted Item:	Yes; CIP, TIF		
	CIP #:	2120		
	TIF Info:	219		
	Purchase Req. #:	26003151	Total Encumbrance:	\$ 55,000.00



AUTHORIZATION FOR ADDITIONAL SERVICES

Client Name:	<u>West Chester Township</u>	Contact:	<u>Mr. Mike Huxsoll</u>
Address:	<u>9577 Beckett Road, Suite 900</u>	Client Phone:	<u>513-759-7300</u>
	<u>West Chester, OH 45069</u>	Client Email:	<u>mhuxsoll@westchesteroh.org</u>
Date:	<u>September 11, 2026</u>		
Request No.:	<u>2</u>	CEC Project Manager:	<u>John Gronnett</u>
CEC Project:	<u>361-918</u>	Task:	<u>0030</u>
Project Name:	<u>Beckett Park Phase III - West</u>		
Location:	<u>West Chester, Ohio</u>		

Scope of Services:

Civil & Environmental Consultants, Inc. (CEC) is pleased to present this Authorization for Additional Services to West Chester Township to provide Special Inspections (SPIN) and Construction Quality Assurance (CQA) services for the Beckett Park West project. The preparation of this Authorization for Additional Services is based on our understanding of the project through our involvement as the Geotechnical Engineer, the CQA services for the Beckett Park East Project and our experience with similar projects.

CEC proposes to perform SPIN and CQA services to confirm that the site earthwork, utility installation, building, playground equipment and pavements are completed in general accordance with the project plans and documents. For this purpose, CEC will provide qualified engineering technicians (Technicians) that will observe and document construction procedures, perform field tests, and obtain representative samples for quality control testing (if applicable). Based on our knowledge of the subsurface conditions at the site, the project construction documents (Civil Plans prepared by Brandstetter Carol Inc., dated July 30, 2026), and a construction schedule provided by Prus Construction dated September 4, 2026, CEC anticipates that the following SPIN and CQA services will be required for the project construction.

- Proofrolling and/or evaluating subgrades prior to fill placement and/or pavement construction;
- Observation of engineered fill procedures and soil compaction testing;
- Observation and testing of foundation bearing soils for the building and playground equipment;
- Observation of reinforcing steel for structural concrete;
- Sampling and testing of structural concrete for foundations and slabs;
- Observation of structural masonry;
- Sampling and testing of mortar and grout for structural masonry;
- Observation and testing of concrete for sidewalks and curbs;
- Observation and testing of asphalt pavements; and,
- Providing a summary letter confirming whether the observed construction and test results met the project

specifications and Special Inspection requirements.

CEC proposes to complete the SPIN and CQA scope of services as described above on a time and materials basis in accordance with the attached 2026 Cincinnati Fee Schedule. Reimbursable expenses will be invoiced at cost plus a 10 percent administration fee. Hourly fees will be based on a portal-to-portal trip from our office located in Blue Ash, Ohio. **No overtime or minimum daily hourly charges will apply to this project.** We anticipate that most of the field services will be completed by Technicians, with office support and management of the day-to-day activities by the Geotechnical Engineer. The final costs will be based on the contractor's progress, encountered field conditions, the length of time needed in the field, and level of office management required to complete the daily reporting.

The estimated budget to provide the proposed SPIN and CQA services for this project is \$55,000. This includes Technician travel, field equipment, laboratory testing and regular engineering review of daily field reports. The anticipated field activity and our estimated number of days associated with each activity are bulleted below. The project schedule provided by Prus was utilized to estimate the number of days for each activity.

- 5 days of a part-time Technician for earthwork (on-site 4 or less hours/day);
- 3 days of a part-time Technician for proofrolls (on-site 4 or less hours/day);
- 4 days of a part-time Technician for the building and playground foundations and concrete (on-site 4 or less hours/day);
- 1 day of a part-time Technician for the building slab concrete (on-site 4 or less hours/day);
- 15 days of a full-time Technician for the building masonry construction (on-site 8 or less hours/day);
- 2 days of a part-time Technician for structural steel and framing (on-site 4 or less hours/day);
- 3 days of a part-time Technician for utility installation and backfill (on-site 4 or less hours/day);
- 2 days of a part-time Technician for concrete testing on sidewalks and curbs (on-site 4 or less hours/day);
- 5 days of a part-time Technician for asphalt pavements (on-site 4 or less hours/day);
- 10 Technician visits for concrete cylinder pick up;
- Laboratory strength testing of concrete for 30 test specimens (6 sets of 5 each);
- Laboratory strength testing of mortar and grout for 2 test specimens (2 sets of 4 each);
- 13 days of Nuclear Density Meter;
- 5 days of a One-Point Kit;
- 52 days of CEC field vehicles; and,
- Preparation of daily field reports.

Our scope of services will not include coordination, supervision, management, etc. associated with the various contractors as summarized below:

- CEC's field representative will not direct the work or specify/recommend construction methodologies. Furthermore, the contractor has the sole responsibility for construction site safety in accordance with applicable federal, state, and local regulations, as well as our Terms and Conditions.
- CEC's field representative will not have the authority to stop work. If deficiencies with respect to the construction are observed, CEC will advise the contractor and immediately notify you.
- CEC will not have the authority to make revisions, modifications, or additions to drawings and documents prepared by others. CEC will advise you when field conditions warrant changes, and will require you to authorize changes to construction documents to address such issues.

Reason(s) for Additional Services and Impacts to Schedule:

CEC has developed this Authorization for Additional Services to provide SPIN and CQA services for the Beckett Park West project. Further, CEC will coordinate our field activities with West Chester Township or the designated Construction Manager to provide an efficient level of field involvement. Please allow 24-hour notice prior to each on-site activity to allow us time to assign the appropriate resource for the requested service.

CEC Principal Signature:  Estimated Additional Fee: \$55,000
Anthony P. Amicon, P.E.

Please provide a signature below authorizing CEC to proceed with the additional services. Our services will be provided in accordance with the Terms and Conditions of our initial Agreement (Proposal for Geotechnical Engineering Exploration, CEC Project 361-918 dated March 23, 2026).

Client Authorized Signature: _____ Date: _____

Attachment: 2026 Cincinnati Fee Schedule

2026 CINCINNATI FEE SCHEDULE

Professional and Technical Services

A. Professional Fees

1.	Senior Principal/Vice President	\$330 / hr
2.	Principal	\$285 / hr
3.	Senior Project Manager.....	\$225 / hr
4.	Project Manager III	\$195 / hr
5.	Project Manager II	\$170 / hr
6.	Project Manager I.....	\$155 / hr
7.	Assistant Project Manager	\$135 / hr
8.	Project Consultant.....	\$130 / hr
9.	Staff Consultant	\$120 / hr
10.	Project Scientist	\$110 / hr
11.	Staff Scientist	\$100 / hr
12.	Civil/Environmental/Survey Technician IV	\$125 / hr
13.	Civil/Environmental/Survey Technician III.....	\$100 / hr
14.	Civil/Environmental/Survey Technician II.....	\$90 / hr
15.	Civil/Environmental/Survey Technician I	\$80 / hr
16.	Intern	\$75 / hr
17.	Administrative Personnel.....	\$95 / hr
18.	One-man Field Survey Crew with Robotic/GPS Equipment.....	\$165 / hr
19.	Two-man Field Survey Crew with Robotic/GPS Equipment	\$240 / hr

General Notes:

1. A Technology and Office Service Fee, equivalent to 3% of professional fees, will be added to each invoice for project expenses associated with software, computer technology and incidental office expenses.
2. This fee schedule is intended for use during the calendar year indicated. Hourly rates and reimbursements may be adjusted annually.
3. Labor rates for projects involving expert testimony will be invoiced at 1.5 times established category rate.

B. Reimbursable Expenses

1.	Travel and Transportation Expenses.....	Cost + 10%
2.	Subcontractor Costs, Outsourced Reproduction and Expendables	Cost + 10%
3.	Drawing Plots (Black & White).....	\$1.75 / sheet
4.	Drawing Plots (Color).....	\$7.75 / sheet
5.	Photo Copies (Color), each	\$1.25
6.	Photo Copies (Black & White), each	\$0.25
7.	Field Tablet	\$30 / day
8.	CEC Vehicle	IRS Standard Mileage Rate (\$140/day minimum)

C. Survey Equipment Charges

1.	Robotic Total Station/Survey-Grade GPS Equipment.....	\$25 / hr
2.	GPS Equipment.....	\$135 / day
3.	Camera	\$25 / day
4.	Drone w/Camera	\$200 / day
5.	Drone – Photogrammetry/Orthomosaic Photographs	\$800 / day
6.	Drone w/LiDAR Unit	\$1,100 / day
7.	Processing Software.....	\$200 / day

D. Geotechnical/Construction Testing Equipment Charges

1.	Nuclear Density Gauge	\$80 / day
2.	Inclinometer	\$300 / day
3.	Concrete Testing Equipment.....	\$15 / day
4.	Floor Profile Equipment	\$300 / day
5.	Schmidt Hammer	\$100 / day
6.	One Point Proctor Kit.....	\$100 / day
7.	Torque Wrench	\$50 / day

E. Environmental Equipment Charges

1. Air/Soil Gas Monitoring

a. Generator	\$125 / day
b. Sub-Slab Probe Assembly (w/o flush-mount cover)	\$75 / each
c. Flush-Mount Cover	\$40 / day
d. Soil Gas/Sub-Slab Installation Equipment/Tooling.....	\$75 / day
e. Large Volume Purge Sampling System.....	\$100 / day
f. Four Gas Meter/Envision Analyzer	\$100 / day
g. LMS Meter / Ibrid.....	\$50 / day
h. Magnehelic Gauge/Digital Manometer	\$15 / day
i. TSI Digital Micromanometer	\$100 / day
j. MiniRAE Lite PID (or equivalent)	\$125 / day
k. ppbRAE 3000 (or equivalent).....	\$200 / day
l. Disposable Tubing (Teflon-lined)	\$3.50 / foot
m. Disposable Tubing (Silicone)	\$5 / foot
n. Disposable Tubing and Connectors (Sub-Slab).....	\$14 / sample location
o. Disposable Tubing and Connectors (Soil Gas).....	\$18 / sample location
p. Washed sand (50 lbs).....	\$15 / bag
q. Crack Sealing Equipment	\$50 / day
r. Colorimetric Tube Hand Pump.....	\$20 / day
s. Asbestos Abatement Monitoring Field Equipment	\$50 / day
t. Asbestos Sampling Bags.....	\$8/ day

2. Groundwater Monitoring

a. pH/Temperature/Conductivity Meter	\$40 / day
b. Chlorine Meter.....	\$50 / day
c. Interface Probe.....	\$60 / day
d. Disposable Sampling Supplies	\$40 / day
e. Multi-Parameter Water Quality Meter.....	\$135 / day
f. Peristaltic Pump	\$50 / day
g. Water Level Indicator	\$30 / day
h. Development Pump	\$20 / day
i. Submersible Pump and Controller.....	\$150 / day
j. Turbidimeter	\$30 / day
k. Disposable Bailers	\$15 / each
l. Disposable Bladders/Grab Plates.....	\$18 / each
m. Disposable Tubing (Silicone)	\$5 / foot
n. Disposable Bonded Tubing (Polyethylene)	\$1.25 / foot

3. Soil Sampling

a. Dynamic Cone Penetrometer.....	\$20 / day
b. 55-gallon drum.....	\$90 / each
c. Bentonite.....	\$13.50 / bag
d. Sample Jars	\$15 / box
e. Peat Borer	\$125 / day

4. Health & Safety

a. Outer Gloves (Heavy).....	\$5 / pair
b. Disposable Gloves	\$15 / box
c. Respirator.....	\$5 / day
d. Tyvek Suit.....	\$10 / each