

RESOLUTION NO. 2026-53
CITY OF CLYDE, OHIO

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR PRELIMINARY AND DETAILED DESIGN PLANS WITH MANNIK SMITH GROUP FOR THE NORTH COAST INLAND TRAIL CONNECTOR PEDESTRIAN IMPROVEMENT PROJECT.

BE IT RESOLVED by the Council of the City of Clyde, State of Ohio:

SECTION 1. That the City Manager is hereby authorized to enter into an agreement with Mannik Smith Group ("MSG") to prepare design plans to improve pedestrian facilities to extend the North Coast Inland Trail from Maple Street to Main Street, as per the attached agreement.

SECTION 2. The expenditure of funds for such services in the amount of \$99,381.00 is hereby expressly authorized and shall be taken from the Permanent Improvement Fund.

SECTION 3. That inasmuch as the services to be performed are of a professional nature, any bidding requirements imposed by law are hereby waived.

SECTION 4. The City Manager is further authorized to execute any change and/or additional work orders by agreed-upon pricing by the City of Clyde and MSG.

Adopted: _____

7-7-2026

Authorized: _____

Don McLaughlin

Attest: _____

Janet R. Dickman

Approved to form: _____

[Signature]

AGREEMENT BETWEEN

**City of Clyde
and
Mannik Smith Group
for
SAN-NCIT Connector Clyde
PID 124565
Preliminary and Detailed Design**

Project Understanding

Mannik Smith Group (MSG) understands that the City of Clyde (Client) desires to prepare design plans to improve pedestrian facilities to extend the NCIT from Maple Street to Main Street in the City of Clyde. MSG's services will include preparation of preliminary and final detailed design for construction contract plans for the improvement. The LPA scoping information and the discussions at our project presentation provide the scope of work for final plan development.

The improvements include approximately 400 feet (length) of pedestrian facilities between Maple Street and Main Street. The roadway and pedestrian improvements will tie into the existing approach roadway. MSG will furnish engineering, surveying services, and construction plans for the roadway improvements including sidewalk, and traffic control. Environmental studies and coordination is not included. Right of Way plan preparation and Right of Way acquisition is not included.

It is anticipated that federal and local funds will be used for construction. The project is being administered by the Client and ODOT. ODOT and the Client will review the plans as part of the staged review process. ODOT will bid and award the construction project.

The anticipated scope of services (Project) is outlined below and includes anticipated tasks based upon MSG's understanding of the project.

PART 1 SCOPE OF WORK

1. Field Survey (2.3.A)

Field survey work will establish horizontal and vertical control points and locate the existing roadway right of way for Maple Street and Main Street. Field survey work will cover about 100 feet of the street improvement area along Maple Street and Main Street along proposed NCIT alignment in the area between Maple Street and Main Street. The lateral limits in the limited survey work area will be approximately 10 feet beyond the back of sidewalk/front of buildings. The field survey work at the intersection will include locating existing roadway and property monuments; existing cross sections; inventory of drainage structures; drainage survey; contours; OUPS utility locations; topographic features including landscaping, signs, and sewers; and private drive locations. Reference points and benchmarks will be established. Right of way entry letters will be prepared and provided to the adjacent property owners. No tree clearing will be performed to obtain the field survey data.



2. Geotechnical Investigation (2.7.D) - NIC

3. Preliminary Roadway Plans (2.3.B, 2.3.D, 2.3.E, 2.4, 2.5, 2.7.A, 2.7.B, 2.7.C.A, 2.7.G, 2.7.H, 2.7.K, 2.8, 3.3, 3.6, 3.8, 3.9)

The proposed street improvements including curbing, sidewalk, traffic control are intended to be inside the dedicated roadway right of way. The improvements include approximately 400 feet (length) of trail improvements.

The preliminary roadway plan work includes preparation of design plans for maintaining traffic with a partial roadway closure using ODOT Standard Construction Drawings; intersection layout options for radius returns, turn lanes, access management; roadway approach improvements to tie into the existing roadway; sheet drainage into existing storm sewer; erosion control; and traffic control. Plan and Profile sheets along with cross sections will be developed for the trail connector. No drainage design is included in the proposal. Post Construction Storm Water Management (PCSWM) options will not be considered because it is assumed that the Estimated Earth Disturbed Area (EDA) will not be greater than one (1) acre.

Maintaining access throughout construction to local properties will be evaluated to determine if it can be accommodated during construction phases.

The need for design exceptions will be evaluated. No design exceptions are anticipated, and preparation of a design exception is not included in the proposal.

Existing drainage beyond the pavement area will be maintained and provided positive outlet in the existing drainage system. No storm water detention analysis and design is planned and is not included in the proposal. No retaining wall, water work, sanitary, noise wall, traffic signal, or lighting design and plan development is included in this proposal. No formal Alternative Evaluation Report or identification of roadway improvement alternatives beyond the trail upgrades is included in this proposal.

The roadway will be on the approximate same horizontal and vertical alignment as the existing roadway. The proposed roadway will include curbing and sidewalk to replicate the existing roadway.

The proposed improvements will be shown on the connector intersection detail sheets using the existing pavement.

Existing utilities in the area of the project will be shown on the plans as identified by utility owners. No utility relocation plans will be provided. Partial plan sets will be sent to utilities in the project area for coordination at each of the intermediate stages of development. No utility relocation plan design or utility relocation plan development is included in this proposal. No Subsurface Utility Location will be performed.

The plan format will be based on general practices established in ODOT's design and plan preparation manuals. Plans will be prepared in English measurements at appropriate scales to delineate the proposed work. Plans will be prepared using computer aided drafting.

The proposed improvement work is intended to be constructed inside the dedicated roadway right of way. No right of way plan preparation is included in this proposal.

An ODOT Stage 2 set of plans with details of the proposed work and an opinion of probable construction cost will be provided to the Client and ODOT. After approval of the Stage 2 submission with details of



the proposed work and an opinion of probable construction cost, MSG will prepare a final set of plans.

4. Final Roadway Plans (4.2, 4.3, 4.4, 4.5, 4.6)

Upon acceptance of the preliminary plans and authorization to proceed, a final plan submission for the roadway improvements will be prepared for Client and ODOT review after addressing comments from the Stage 2 submission.

The final plans submission will include final detailed plans, quantities, and an opinion of probable construction cost. This work consists of preparation of final plans and specifications for the roadway improvement work. The plan development work also includes preparation of plans for signage and pavement markings. Plans will be submitted to the utility companies for utilities within the project limits for coordination. The hard copy plan set prints, electronic print files, and drawing files will be submitted to the Client and ODOT electronically. The contract bidding documents will be prepared for bid advertisement. ODOT will be bidding the project. Assistance will be provided during the bidding process to answer pre-bid questions.

The project may require an OEPA NOI.

5. Ongoing Services During Construction (5.1)

MSG will provide, as needed and requested by Client, limited Construction Engineering Services to coordinate with Client during construction; attend meetings upon request; and provide assistance to answer questions during construction.

Project Assumptions

1. Client will provide MSG with all previously completed conceptual plans and any additional information that may be readily available concerning the project. All electronic files shall be provided in MicroStation format, if available.
2. MSG assumes that it will have access to the project site for investigation, data collection and related activities. No field work will be attempted under snow cover.
3. All permit application and/or agency review fees are to be paid directly by Client to the respective agency and are not included in this proposal.
4. Although MSG is committed to working with the reviewing agencies to expedite the various approvals for the project, no warranties or guarantees are given, expressed, implied or otherwise conveyed relative to the successful completion of this effort.
5. MSG assumes that no Zoning Variances or design exceptions are needed for the project and are therefore not included in this proposal.
6. MSG assumes no off-site infrastructure improvements or extensions will be required for this project. MSG also assumes that adequate pressure and/or capacity exists to service the project such that no capacity upgrades will be required. If off-site improvements to infrastructure are required, a revised project scope and price proposal will be provided to Client.
7. Electronic design drawings generated by MSG are provided in MicroStation file format only.
8. If Client should initiate significant design changes, an amended scope of work and price proposal will be provided to Client.

9. Client will review the necessary design drawings and specifications prior to the recommendation for improvement.
10. MSG will require access to the site. If the Client is not the property owner, Client will provide MSG written authorization from the property owner granting permission to access the site.
11. Offsite work is not included within the scope of this proposal.
12. MSG will utilize ODOT SCD notes and details for Maintenance of Traffic during construction.

Project Schedule

Work will commence upon authorization to proceed by the Client. MSG will coordinate with ODOT and the Client throughout project development to maintain the project schedule and budget. Construction contract plans will be completed according to the anticipated schedule that will be prepared upon acceptance of the fee proposal. The project is anticipated to be scheduled for construction in 2028 depending on funding availability. A four-week agency review of plan submittals will be included in the anticipated schedule milestones.

PART 2 COST OF SERVICES

The City of Clyde agrees to pay Mannik Smith Group for services rendered an amount of **\$99,381** to perform and fulfill the work outlined for the authorized tasks in PART 1 above.

Any additional work (and its associated cost) needed to complete the project will be reviewed and approved by Client prior to any additional work being performed.

PROJECT BUDGET

1	Field Survey (2.3.A)	\$11,837
2	Geotechnical Investigation (2.7.D) NIC	
3	Preliminary Roadway Plans (2.3.B, 2.3.D, 2.3.E, 2.4, 2.5, 2.7.A, 2.7.B, 2.7.C.A, 2.7.G, 2.7.H, 2.7.K, 2.8, 3.3, 3.6, 3.8, 3.9)	\$61,953
4	Final Roadway Plans (4.2, 4.3, 4.4, 4.5, 4.6)	\$23,027
5	Ongoing Services During Construction (5.1)	\$2,564
	PROJECT TOTAL COST	\$99,381
6	Right of Way, If Authorized (3.4) - NIC	

Thank you again for the opportunity to provide you with this proposal. Please sign, date and return a copy of this proposal to The Mannik & Smith Group, Inc. for execution. An executed copy will be returned to you via email for your records.

Please note that by signing this Proposal you are accepting The Mannik & Smith Group, Inc. Standard Terms and Conditions which are made part of this Proposal and are attached hereto. Also, please note that no work will be performed until this proposal is fully executed by both parties.



Accepted by:

Authorizing Signature

Date

The Mannik & Smith Group, Inc.

Date