

November 8, 2018

Mayor James Graven
City of Olmsted Falls
28600 Bagley Road
Olmsted Falls, Ohio 44138

Re: Engineering Services

Dear Mayor Graven,

The current ordinance appointing Donald F. Sheehy as the City Engineer has an effective date of January 1, 2018 through December 31, 2019. The current contract is identical to our initial contract from 2014.

While maintaining our rates to the City, our operating expenses continue to increase in the areas of health care, equipment, supplies, liability insurance and technology. We have a well qualified staff with institutional knowledge of Olmsted Falls that provides a benefit of efficiency that is, in my opinion, unmatched in Northeast Ohio. Modest pay and benefit increases are part of the professional maturation process for Engineers and Surveyors as it is for most professional service industries, and we need to remain competitive in wages to retain valued employees. We are requesting the following changes for a revised contract for 2019-2020:

In review of Section 3 of the ordinance, we are seeking to **decrease** the current retainer compensation from \$40,000 to \$30,000. We have found that the demands for the resources and time provided under the retainer would be satisfied by this lower amount. This amount would be compensated through the normal bi-weekly payroll through Olmsted Falls. In Section 4, we are requesting some rate increases to cover our increased operating costs. The table below shows the current rates, the proposed rates, the percentage increase, and what that increase would equate to if it was annualized over the five previous years.

Description	2014 Rate	2019 Rate	% Increase	Annualized
Municipal Engineer	\$90.00	\$90.00	0.0%	0.0%
Engineer	\$80.00	\$82.00	2.50%	0.49%
Wetland Scientist	\$78.00	\$80.00	2.56%	0.51%
Water Quality Scientist	\$78.00	\$80.00	2.56%	0.51%
Designer	\$75.00	\$76.00	1.33%	0.27%
Contract Administrator	\$68.00	\$70.00	2.94%	0.58%
Inspector	\$48.50	\$50.00	3.09%	0.61%
Clerical	\$30.00	\$31.50	5.00%	0.98%
Three-Person Survey Crew	\$130.00	\$135.00	3.85%	0.76%
Two-Person Survey Crew	\$114.00	\$117.00	2.63%	0.52%
GIS Technician	\$78.00	\$80.00	2.56%	0.51%
Surveyor	\$80.00	\$82.00	2.50%	0.49%
AVERAGE			2.63%	0.52%



We will continue to absorb the costs for grant applications on a project by project basis, and will monitor and aggressively pursue a wide variety funding sources for infrastructure projects throughout the City. We strive to maintain and strengthen collaborative relationships with surrounding communities and other regional and State offices to save money and improve City services. We will continue to maintain a well-trained work force by providing the proper computers, software and equipment to maximize their efficiency. We continue to work with the professional staff at City Hall to maximize efficiencies and reduce waste where possible. We also understand your desire to keep the costs of services as low as possible. We hope that the proposed increases meet these objectives.

If you have any questions or require any further information, please feel free to contact me at your convenience.

Respectfully Submitted,
Chagrin Valley Engineering, Ltd.

A handwritten signature in black ink, appearing to read 'Donald F. Sheehy', written over a horizontal line.

Donald F. Sheehy, City Engineer

cc: Finance Director Vic Nogalo