

**RESOLUTION APPROVING TWO (2) PROFESSIONAL SERVICES TASK ORDERS WITH VERDANTES (FORMER CT CONSULTANTS) AND ASHTABULA COUNTY, ACDES**

WHEREAS, the Ashtabula County Department of Environmental Services, a department under the Ashtabula County Board of Commissioners, has a Master Services Agreement for professional services with Verdantas; and

WHEREAS, Doug Starkey, Director of the Ashtabula County Department of Environmental Services, and Verdantas have presented two (2) Task Orders, for the approval of the Board, to-wit:

**PARTIES:** Ashtabula County Department of Environmental Services, 36 W. Walnut St., Jefferson, OH 44047  
Ashtabula County Commissioners, 25 West Jefferson St., Jefferson, OH 44047  
Verdantas, 850 Sterling Court, Mentor Ohio, 44060

**SCOPE:** Sanitary Engineer Retainer Services by Verdantas and to provide professional services including but not limited to loan and grant preparation and submittals, feasibility studies, cost estimates, engineering services, professional support assistance Sanitary engineer services, project coordination and other services outlined in the agreement and the two Task Orders.

**TERM:** April 2026 thru April 2029, with automatic renewal for 3 year period upon expiration.

**Task Order No. 2-2026:**

**SERVICES:** ACDES Sanitary Engineer Retainer Services

**COST:** Not to Exceed, \$2,800 per month paid by the County

**Task Order No. 3-2026:**

**SERVICES:** ACDES professional services including: preparation of loan and grant applications, water and wastewater feasibility studies, general plans, cost estimates, etc.; hydraulic modeling; review of proposed development plans; develop/update exhibits or maps; professional support such as Engineers, designers, drafters, GIS Technicians and Surveyors.

**COST:** payable upon a time and expense basis per the Verdantes fee schedule. Estimated costs shall be provided prior to written or verbal authorization to proceed.

WHEREAS, this Board of Commissioners concurs with the recommendation of the Director and finds the Task Orders to be reasonable and necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that Task Order No. 2 and 3, as noted above, are approved in accordance with the copies now on file in this office.

BE IT FURTHER RESOLVED that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

Resolution No. 2026-209

April 28, 2026

**RESOLUTION APPROVING TWO (2) PROFESSIONAL SERVICES TASK ORDERS WITH VERDANTES (FORMER CT CONSULTANTS) AND ASHTABULA COUNTY, ACDES**

Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.

**VOTE:**

Casey R. Kozlowski  
Kathryn L. Whittington  
J.P. Ducro IV

Aye  
Aye  
Absent

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.

*Lisa Hawkins*

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Lisa Hawkins, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio

**TASK ORDER  
FOR  
PROFESSIONAL SERVICES**

<b>TASK ORDER NO:</b>	_____	<b>#3-2026</b>
<b>PROJECT NAME:</b>	_____	<b>2026-2029</b>
<b>PROJECT NO:</b>	_____	<b>45709</b>
<b>CONTRACT NO:</b>	_____	<b>MSA</b>

Subject to the terms and conditions of the Master Service Agreement the Consultant agrees to perform the following Scope of Work:

**RETAINER SERVICES**

The following Professional Services shall be performed exclusively by the Consultant for the COUNTY from April 2026 – April 2029, upon specific authorization or request of the Director of the Department of Environmental Services or the County Commissioners. This work will be billed on a time and expense basis and is considered incidental to and not related to other authorized and specific Project related engineer tasks. This task order will renew automatically at the end of term, for a three year period, unless either party alters the provisions below or terminates the agreement per the clauses provided within the MSA.

**Funding Support/Incidental (Non-Project) Engineering Services**

- 1. Prepare loan and grant applications for the financing of the Count’s water distribution and wastewater systems and provide support services as needed to identify Loan and Grant services. This includes coordination with regulatory agencies and funding agencies as needed.**
- 2. Prepare water and wastewater feasibility studies for the extension of services, general plans, cost estimates or other reports as directed**
- 3. Hydraulic modeling in support of operational requirements to address service territory expansions (non-project related), emergency response/maintenance efforts or as directed.**
- 4. Provide review of proposed development plans submitted to the County for conformance to applicable County and regulatory water and wastewater rules, regulations and policies**
- 5. Develop/Update exhibits or maps for the County as directed to include annual OEPA main replacement certification map**
- 6. Provide professional support and assistance such as Engineers, Designers, Drafters, GIS Technicians and Surveyors to work under the direction of the County as directed**

**BUDGET:** Verdantas will perform these services on a time and expense basis per the current Verdantas fee schedule. An estimated cost shall be provided prior to written or verbal authorization to proceed:

Attachments:  Yes  No

VERDANTAS PROJECT CONTACT: Tony Mancari, P.E.

CLIENT PROJECT CONTACT: Doug Starkey, Director

This Task Order is hereby accepted and incorporated into the existing Contract:

**VERDANTAS LLC**  
BY: Tony Mancari, P.E.  
TITLE: Department Leader, Ashtabula County Sanitary Engineer  
DATE: March 31, 2026  
SIGNATURE: *Anthony Mancari*

**CLIENT**  
Ashtabula County Commissioners  
25 West Jefferson Street  
Jefferson, OH 44047 1092  
BY: \_\_\_\_\_  
TITLE: President  
DATE: Click or tap to enter a date. 4-28-26  
SIGNATURE: *[Signature]*

Valid for 30-days

(Please return one signed original to your Verdantas project contact and retain one signed original for your records)





**g. Reviewing contractor/builder license application information for  
Water and Sewer work**

**BUDGET:** Verdantas will perform these services on a monthly, lump sum basis as shown:

Description	Cost
ACDES Sanitary Engineer Retainer Services	\$2,800 per month

Attachments:  Yes  No

VERDANTAS PROJECT CONTACT: Tony Mancari, P.E.

CLIENT PROJECT CONTACT: Doug Starkey, Director

This Task Order is hereby accepted and incorporated into the existing Contract:

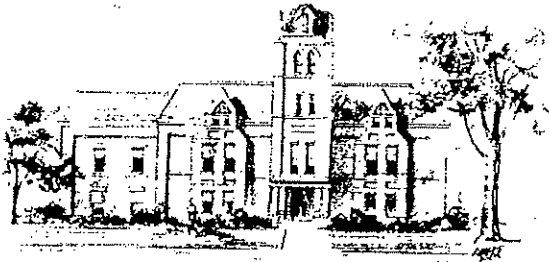
**VERDANTAS LLC**  
BY: Tony Mancari, P.E.  
Department Leader, Ashtabula  
County Sanitary Engineer  
TITLE: \_\_\_\_\_  
DATE: March 31, 2026  
SIGNATURE: *Anthony Mancari*

**CLIENT** Ashtabula County Commissioners  
25 West Jefferson Street  
Jefferson, OH 44047 1092  
BY: \_\_\_\_\_  
TITLE: *President*  
DATE: Click or tap to enter a date. 4-28-26  
SIGNATURE: *[Signature]*

Valid for 30-days

(Please return one signed original to your Verdantas project contact and retain one signed original for your records)





*Ashtabula County Commissioners*  
*25 West Jefferson Street*  
*Jefferson, Ohio 44047-1092*  
*(440) 576-3750*  
*Fax (440) 576-2344*

*Robert J. Boggs*

*Deborah A. Newcomb*

*Duane S. Fehrer*

September 24, 1999

RECEIVED  
SEP 27 1999  
CT CONSULTANTS, INC.

CT Consultants, Inc.  
Att: Terri Knight  
35000 Kaiser Court  
Willoughby, Ohio 44094-4299

Dear Terri:

Enclosed please find a signed copy of the agreement for Professional Services for the Ashtabula County Department of Environmental Services. Please retain this document for your records.

Should you have any questions, or need anything else, please call me.

Sincerely,

ASHTABULA COUNTY COMMISSIONERS

Julie Chelciu, Clerk of the Board

Enclosures

cc: Ashtabula County DES, Larry Meaney



**AGREEMENT FOR  
PROFESSIONAL SERVICES  
FOR THE ASHTABULA COUNTY DEPARTMENT OF  
ENVIRONMENTAL SERVICES**

SECTION I - GENERAL

This Agreement made at Jefferson, Ohio, this 14th day of September 1999, by and between the Board of Ashtabula County Commissioners, hereinafter called the "COUNTY" and CT Consultants, Inc., hereinafter called the "ENGINEER", whose offices are at 35000 Kaiser Court, Willoughby, Ohio 44094.

WHEREAS, the COUNTY requires the services of the ENGINEER to provide professional engineering, planning, surveying and related support services for projects under the direction of the Ashtabula County Department of Environmental Services, such projects to include but not be limited to sanitary sewer collection systems and treatment works, water supply system operation and improvements, solid waste management planning and design, financial planning and analysis, and technical advice and assistance in connection with operations and planning as may be required from time to time;

NOW THEREFORE, in consideration of these premises and the mutual covenants hereinafter set forth it is agreed as follows:

SECTION II - RETAINER SERVICES

The following Professional Services shall be performed exclusively by the ENGINEER for the COUNTY, either as a matter of routine or upon request of the Director of the Department of Environmental Services or the County Commissioners.

1. Assign an experienced Registered Professional Engineer to act on behalf of the COUNTY as Ashtabula County Sanitary Engineer.
2. Provide General Consultation and Professional Engineering advice and guidance concerning operations of the Department of Environmental Services.
3. The attendance by the ENGINEER at regular COUNTY meetings, and other public legislative or administrative meetings as requested.



4. Assist in public presentations to officials and the general public on various projects of the COUNTY.
5. Minor consultation and site inspection(s) with such authorized representatives of the COUNTY, providing such consultation requires no preparation of detailed plans, estimates or field investigations.
6. Prepare estimated budgets of engineering and/or technical services in sufficient detail for review and approval.
7. Undertake rate studies, financial analyses, and related investigations as may be required for the planning, expansion, and operation of the COUNTY'S water supply and wastewater disposal systems.
8. Prepare Loan and grant applications for the financing of the COUNTY'S water supply and wastewater disposal systems and provide support services as needed to identify Loan and Grant sources.
9. Provide advice and consultation to the COUNTY when requested to assist the COUNTY to engage the services of other Consulting Engineers for projects within the COUNTY.

### SECTION III - GENERAL ENGINEERING SERVICES

The following Professional Services shall be performed exclusively by the ENGINEER upon specific authorization by the COUNTY:

1. Prepare water supply feasibility studies, master plans, and other planning documents as required.
2. Undertake wastewater investigations and studies and prepare general plans, cost-effective analysis, and other reports as required.
3. Prepare solid waste plan updates, Solid Waste District annual reports and other plans and reports as required.
4. Provide review of proposed development plans submitted to the COUNTY for conformance to applicable COUNTY water and wastewater rules, regulations and policy.



5. Provide professional support assistance such as Designers, Drafters and Surveyors to work under the direction of the COUNTY as may be required from time to time.

#### SECTION IV - OTHER SERVICES

The ENGINEER agrees to provide for the performance of services which are not included in SECTIONS II and III above, as authorized by the COUNTY as follows:

1. Services in connection with design and supervision of capital improvement projects including preparation of opinions of probable construction cost, general supervision of the work, preparation of detailed plans and specifications, preparation of proposal forms, receiving bids for the work, submission of plans to or consultation with the State of Ohio or other Governmental Agencies having jurisdiction, preparation of Contract forms, recommendations for Contract awards, preparation of monthly and final estimates, recommendations as to final acceptance of the work and furnishing cost data for tentative assessments.
2. Line, grade, topographic, easement and rights-of-way field surveys and related office plotting of notes, computations, descriptions and drafting.
3. Field surveys of existing structures, utilities and services and surveys for construction staking.
4. Calculation of special assessments.
5. Procuring permits, easements or rights-of-way.
6. Engineering analysis, layout and evaluation of alternate designs authorized by the client.
7. Preparation of reports involving detailed consideration of operations, maintenance and overhead expenses.
8. Additional services resulting from significant changes in the general scope or design of the project.
9. Furnishing services necessitated by delays beyond the control of the ENGINEERS.



10. Preparation of operation and maintenance manuals.
11. Environmental impact statements and other governmental permits.
12. Other services as requested by the COUNTY.

It is understood that when duly authorized, the ENGINEER shall perform such additional services as indicated immediately above, with their own regularly employed personnel as applicable, or shall employ others to perform such services when needed, or shall furnish consulting services as required when others are employed directly by the COUNTY for the performance of such services.

The COUNTY reserves the right to authorize the ENGINEER to perform any or all of such services as described in SECTION IV herein, or to directly employ others for any or all of such services.

#### SECTION V - SERVICES TO BE FURNISHED BY THE COUNTY

It is understood that:

1. All available information, including previous engineering reports, elements of planning reports such as population studies, land use studies and zoning regulations, topographic maps, tax maps, soils information, grade profiles of existing State and County roads and financing data shall be turned over to the ENGINEER insofar as they are available or may be secured by the COUNTY officials.

It is further understood that the COUNTY will furnish and provide for all underground investigations for the determination of foundation conditions for the facilities to be built.

2. The COUNTY will provide all legal services, land title research, land surveying and other services as indicated to assure title as required for all property, land and water rights, easements and rights-of-ways and assume responsibility for clearance of such titles.
3. The cost of furnishing the services as indicated under 1 and 2. immediately above, shall be borne by the COUNTY as a cost separate and apart from the fees paid to the ENGINEER under the terms of this contract, except as may be otherwise noted.



## SECTION VI - PAYMENT FOR ENGINEERING SERVICES

The COUNTY agrees to pay the ENGINEER as compensation for professional services rendered as follows:

1. For general consulting services as detailed under SECTION II of this Agreement, RETAINER SERVICES, ~~a monthly retainer fee of \$1,500.00 shall be paid to the ENGINEER~~ as compensation for services indicated.
2. The Engineering Fee for services rendered in accomplishing SECTION III and SECTION IV shall be based on the actual hours of various personnel involved in the work. Payment shall be made on the basis of payroll cost times a factor of 2.2 which shall include all expenses except as provided in Paragraph 7 below.
3. It is understood and agreed by the parties hereto that for the purpose of this Agreement payroll costs shall be ~~actual salary plus 35%~~ *revised in 99* for items such as insurance, Social Security, Workman's Compensation, vacation and sick leave.
4. It is understood and agreed by the parties hereto that the billing rate of Firm Principals and Associates shall not exceed \$80.00 per hour through December 2000, at which time it will be subject to adjustment by mutual agreement. *revised in 99*
5. When and if the COUNTY authorizes the ENGINEER to employ others to perform services in accordance with the terms of SECTION V or if the ENGINEER advances review fees and application fees to any agency, the fee paid the ENGINEER by the COUNTY for such services by others or the review or application fees advanced shall be the actual cost invoiced by others to the COUNTY times a factor of 1.1.
6. Payment for Engineering Services rendered shall be made to the ENGINEER each month upon receipt of invoices and in the normal course of business.
7. In addition to the above fees, the ENGINEER shall be entitled reimbursement for the actual cost of travel outside of Ashtabula and Lake County, including but not limited to mileage, meals and overnight expenses; additional reprographic services; and other miscellaneous expenses as authorized.

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## SECTION VII

1. The ENGINEER, including all members of its staff shall not be employed or receive compensation from any party or entity for services which will require the review and/or approval of the ENGINEER unless such employment has been previously approved by the COUNTY.

This provision does not preclude the right of the ENGINEER to provide architectural services within Ashtabula County, to make boundary, topographical or location surveys of property within Ashtabula County, nor of making topographic surveys or to do construction field work for public works within the COUNTY when requested to do so by any person, firm or corporation having a project for development within Ashtabula County.

2. It is agreed and understood that the ENGINEER may from time to time be engaged by other public agencies to provide technical services in connection with projects within Ashtabula County. If and when this occurs, the parties hereto agree that the ENGINEER will be permitted to perform these services and the COUNTY will engage others to provide the services normally required of the ENGINEER for review of the project and provision of advice to the COUNTY in connection with the project. It shall be the responsibility of the ENGINEER to inform the COUNTY when these situations arise.

## SECTION VIII - DESIGNATED ENGINEER

The ENGINEER shall designate a Registered Professional Engineer to be in responsible charge of each project. Should the ENGINEER deem it necessary to assign another individual to be in responsible charge of the project, the ENGINEER shall notify the COUNTY of the contemplated change and shall furnish the name of the individual to be in responsible charge of the project for the ENGINEER. The COUNTY shall have the right to approve or disapprove of the individual to be placed in responsible charge of the project if such a change is necessary.

## SECTION IX - AUTHORIZATION

For the purpose of this Agreement, it is agreed by the parties hereto that the ENGINEER shall respond to the COUNTY and receive authorization to proceed as outlined herein through the Board of Ashtabula County Commissioners or the Director of the Department of Environmental Services. Such authorization shall be in writing signed by both the ENGINEER and the COUNTY and shall specify the maximum fee to be charged for the task or tasks being authorized.



SECTION X - TERMINATION

The COUNTY and the ENGINEER shall have the right at the completion of work on any phase of the project and prior to authorization of work on another phase of the project to terminate this Agreement. In the event of termination, the ENGINEER shall be paid for services rendered to the date of receipt of notice of termination in accordance with the provisions of SECTION IX. The COUNTY may assign the remaining work to another firm of Engineers or complete the work with their own staff as they may choose. Neither party may claim damages against the other party if termination is undertaken under this SECTION.

SECTION XI


The COUNTY and the ENGINEER have bound themselves, their members, successors, executors, administrators, and assigns to the other party of this Agreement and to the members, successors, executors, administrators and assigns of the other party in respect to all covenants in this Agreement. Neither the COUNTY nor the ENGINEER shall assign, sublet or transfer their interest in this Agreement without the written consent of the other party thereto.

IN WITNESS WHEREOF, the COUNTY and the ENGINEER have executed this Agreement as of the date written above.


COUNTY OF ASHTABULA, OHIO

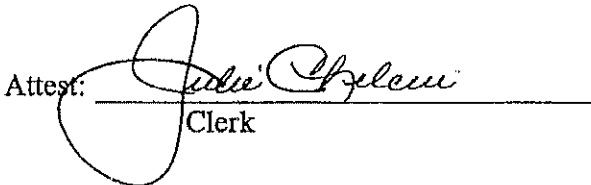
CT CONSULTANTS, INC.

By:   
Commissioner

By:   
Thomas Colpetzer  
Executive Vice President

By:   
Commissioner

By:   
Commissioner

Attest:   
Clerk

What is problematic in this contract?

What are our non-negotiable updates?

technical justification  
↳ scope + fee  
ASAP

\*check on AEDIS  
AR

\*Power BI

Jefferson AR

paragraph in front  
of proposal →  
standard language  
look up pretreatment