

RESOLUTION APPROVING PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH F & B ENGINEERING, INC. FOR ASBESTOS; DESIGN; BIDDING; AND INSPECTION SERVICES WITH ASHTABULA COUNTY FOR THE DEMOLITION OF FIVE (5) PARCELS LOCATED ON WEST WALNUT STREET, VILLAGE OF JEFFERSON

WHEREAS, Janet Discher, Ashtabula County Administrator, has presented a professional consulting service agreement for the approval of the Board, to-wit:

PARTIES: Ashtabula County Commissioners, 25 West Jefferson St., Jefferson, OH 44047
F & B Engineering Inc., 34 North Chestnut St., Jefferson, OH 44047

PROJECT: Document the existing residential-type buildings, prepare demolition plans, provide necessary bid services, including Part 1- Asbestos sampling, testing and reporting; design construction documents for repairs; bidding services; services during construction; and inspection services.

Address locations include the following:

30 West Walnut St., Jefferson OH 44047

36 West Walnut St., Jefferson OH 44047

42 West Walnut St., Jefferson OH 44047

46 West Walnut St., Jefferson OH 44047

50 West Walnut St., Jefferson OH 44047

COST: Not to Exceed, \$17,400.00

TERM: Subject to completion of the asbestos sampling, testing and reporting, plans and specifications will be complete and ready for approval within 21 calendar days after approval is received to proceed.

WHEREAS, this Board of Commissioners concurs with the recommendation of the Administrator and finds the agreement to be reasonable and necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the agreement outlined above, is approved in accordance with the copy now on file in this office.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2026-379

September 10, 2026

**RESOLUTION APPROVING PROFESSIONAL CONSULTING SERVICES
AGREEMENT WITH F & B ENGINEERING, INC. FOR ASBESTOS; DESIGN;
BIDDING; AND INSPECTION SERVICES WITH ASHTABULA COUNTY FOR THE
DEMOLITION OF FIVE (5) PARCELS LOCATED ON WEST WALNUT STREET,
VILLAGE OF JEFFERSON**

Upon the motion of Kathryn L. Whittington, seconded by J.P. Ducro IV.

VOTE:

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

Aye
Aye
Aye

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.



Crystal Sturgill, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

F & B Engineering Inc.

Plan Review Services, Inspection Services, & Design Services

September 2, 2026

Board of Ashtabula County Commissioners
25 West Jefferson Street
Jefferson, Ohio 44047

RE: Proposal/Agreement for Professional Consulting Services
Demolition of Buildings on Five (5) Parcels

Dear Board,

F&B Engineering Inc. (F&B) is pleased to submit this Proposal/Agreement to provide professional engineering services to the Ashtabula County Board of Commissioners ("Client") for the demolition of building on five (5) parcels of land owned by the County. This Proposal outlines the professional services F&B will provide in support of the project.

Project Background

As part of the new County Jail Project existing buildings on five (5) parcels owned by the County need to be demolished. The addresses include 30, 36, 42, 46, and 50 West Walnut Street in Jefferson Village.

Scope of Services

Part 1: Asbestos Sampling, Testing, and Reporting

F&B will subcontract with a certified hazardous material tester to determine if asbestos is present in any of the buildings and determine the scope of any abatement if applicable.

Part 2: Preparation of Construction Documents and Specifications

F&B will document the existing residential-type buildings located on the five (5) parcels owned by the Client, including building footprints, general construction characteristics, basements/foundations, and relevant site improvements. Demolition plans will be prepared identifying the buildings and site improvements to be removed, utility disconnection requirements, demolition limits, debris removal, and site restoration requirements. Specifications and details will be prepared for removal of below-grade structures and engineered backfill of existing basements and foundation areas, including material, placement, compaction, and testing requirements. A final bid package will be prepared with all required technical and non-technical documentation for the public bidding process.

Part 3: Bidding Services

F&B will provide the following necessary services during bidding of the project to aid in receiving a competitive bid. F&B will furnish and provide the necessary bid documentation and coordinate distribution to contractors through Roller Reprographic Services (or equivalent), maintain plan holder lists, attend pre-bid meeting, respond to bidder questions during the bid process, prepare necessary addenda and distribute, evaluate substitution requests, and attend bid opening and make recommendations to the Client regarding award of contracts.

Part 4: Services During Construction

F&B will provide the following services during construction to aid in a smooth and expeditious construction of the repair project. F&B will attend meetings during the project as established after the award of the project including a preconstruction meeting and punch list meeting, provide any necessary documentation that may be deemed to be necessary, maintain and coordinate correspondence with contractor, building officials, owner, etc., review submittals to evaluate conformance with drawings, interpret for contractor any clarifications that may be needed, observe and coordinate any deficiencies in construction or methods, serve as owner's liaison with contractor working principally through contractor's superintendent, review progress schedules and evaluate contractor's performance for progress payment requests, and preparation coordination and recommendations of any and all change orders.

Part 5: Inspection Services

F&B will provide periodic inspection services during the backfilling operations of the existing demolished basements to ensure compliance with the project specifications.

Fee and Billing

F&B will accomplish work indicated in the aforementioned Scope of Services for the following lump sum prices:

Part 1 - Asbestos Sampling, Testing, and Reporting	\$ 6,000.00
Part 2 - Design Construction Documents for Repairs	\$ 4,200.00
Part 3 - Bidding Services	\$ 1,500.00
Part 4 - Services During Construction	\$ 1,500.00
<u>Part 5 - Inspection Services</u>	<u>\$ 4,200.00</u>
Total:	\$ 17,400.00

The above scope of services and fee schedule does not include fees associated with asbestos abatement or construction material testing. Additional services beyond the above scope of services can be provided on Time and Material basis if desired, which would not be completed unless authorized in writing by the Client.

Schedule

Subject to completion of the asbestos sampling, testing, and reporting, the plans and specifications will be complete and ready for approval by the Client within 21 calendar days after approval is received to proceed by Client. The project will then be publicly bid upon approval of the Client.

Termination

It is recognized this Contract represents mutual intentions on this date, but things change. Therefore, this Agreement can be modified by either party in writing with a 14-day notice and can be terminated by either party in writing within a 14-day notice.

If the project is suspended or abandoned in whole or in part, F&B shall be compensated for all services performed prior to receipt of notice from owner of such suspension or abandonment. The portion of each phase or part of the project considered complete will be determined by F&B. If the project is resumed after being suspended for more than three months, our compensation shall be equitably adjusted.

Conclusion

Invoices will be submitted monthly based on resources spent on the project. Our payment terms are net 30 days from receipt of invoice. Additional services beyond the "Scope of Services" will only be completed if requested in writing by the Client.

We trust that you will find this proposal in accordance with all your requirements and expectations. If you concur with these terms and wish to proceed with the aforementioned work, then please sign, date, and return one (1) copy of this Proposal/Agreement within 90 days of the date of this Proposal/Agreement. Please feel free to contact Dennis Bowman at 440-813-4743 if you have any further questions or require additional services.

Dennis Bowman, P.E.
F & B Engineering
34 N. Chestnut St. Ste 202
Jefferson, Ohio 44047



Dennis Bowman, P.E.

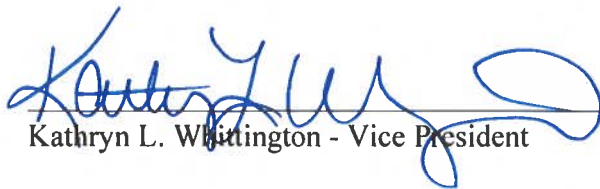
Date 9-2-26

Ashtabula County Commissioners
25 West Jefferson Street
Jefferson, Ohio 44047



Casey R. Kozlowski - President

Date 9-10-26



Kathryn L. Whittington - Vice President

Date 9-10-26


J.P. Ducro, IV

Date 9-10-20

Signature Page

AGREEMENT TITLE: Proposal/Agreement for Professional Consulting Services Demolition of Buildings on Five (5) Parcels

APPROVED as to Legal Form Only.

Approved by: _____



April R. Grabman
Ashtabula County Prosecutor

Dated: _____

9/3/26

Reviewed by Earl F. Stoll, Assistant Prosecutor *ES*

FISCAL OFFICER'S CERTIFICATE

5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the 2026, under the Agreement, has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of the following funds: 4003.001.100-6031.0018 Jail Capital Project Contract Services Professional Services

In the amount of \$17,400.00 for year 2026 and free from any previous encumbrances.

Agreement Title: Agreement with F & B Engineering for Demolition of Buildings on 5 parcels.

A handwritten signature in blue ink, appearing to read 'S. Yamamoto', followed by a horizontal line.

Scott Yamamoto, Ashtabula County Auditor

Contact: Kathy Thompson

Date: September 3, 2026