



**SANDUSKY CITY COMMISSION  
REGULAR SESSION AGENDA  
OCTOBER 9, 2018 at 5 p.m.  
CITY HALL, 222 MEIGS STREET**

|                        |  |
|------------------------|--|
| INVOCATION             | D. Waddington  |
| PLEDGE OF ALLEGIANCE   |  |
| CALL TO ORDER          |  |
| ROLL CALL              | N. Twine, D. Waddington, D. Brady, D. Murray, W. Poole, N. Lloyd G. Lockhart   |
| APPROVAL OF MINUTES    | September 24, 2018   |
| AUDIENCE PARTICIPATION |  |
| PRESENTATION           | Lindsay Kuhn, Ohio Auditor's Office<br>Auditor's Award with Distinction<br>Talon Flohr, Neighborhood Outreach Coordinator<br>Sandusky Neighborhood Initiative – Year One Review<br>& Proposed Year Two Initiatives |
| COMMUNICATIONS         | Motion to accept all communications submitted below  |
| CURRENT BUSINESS       |  |

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**CONSENT AGENDA ITEMS**

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**A. Submitted by Kelly Kresser, Commission Clerk**

**LIQUOR PERMIT TRANSFER FOR CLIFF'S GROCERY & CARRYOUT**

A request has been received from the Ohio Division of Liquor Control for **the transfer of C1** (*beer only in original sealed container for carry out only*), **C2** (*wine and mixed beverages in sealed containers for carry out*) and **D6** (*sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight*) liquor permits from Kenneth L. & Clifford R. Schirg dba Cliff's Grocery & Carryout to Jaylaxmi Sandusky Corp. dba Cliff's Grocery & Carryout, 809 Pierce Street. It is requested the Commission Clerk be authorized to notify the Ohio Division of Liquor Control the city does not request a hearing on this matter.

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**B. Submitted by Nicole DeFreitas, Transit Administrator**

**CY 2019 SANDUSKY TRANSIT SYSTEM GRANT APPLICATIONS TO OHIO DEPARTMENT OF TRANSPORTATION**

**Budgetary Information:** The 5311 Rural Transit program funds comprise approximately 51% of the Sandusky Transit System's budget and without this funding, the system would not be able to operate. The required local matching funds will be generated from multiple local sources including fare revenue, contract revenue, capital replacement fund revenue, state general revenue funds and an estimated \$266,000 from the city's general fund.

- 1. RESOLUTION NO. \_\_\_\_\_:** It is requested a resolution be passed authorizing the filing of a grant application with the Ohio Department of Transportation through the U.S. Department of Transportation's federal transit administration for the CY 2019 rural transit program grant for the Sandusky Transit System; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.
- 2. RESOLUTION NO. \_\_\_\_\_:** It is requested a resolution be passed authorizing the filing of a grant application with the Ohio Department of Transportation through the U.S. Department of Transportation's federal transit administration for the CY 2019 bus and bus facilities program grant for the Sandusky Transit System; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

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**C. Submitted by Nicole DeFreitas, Transit Administrator**

**ERIE COUNTY JOB & FAMILY SERVICES TRANSPORTATION SERVICES CONTRACT AMENDMENT**

**Budgetary Information:** STS will bill at a per mile rate as established in the contract from Erie County Job & Family Services for the length of the proposed contract extension. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation program grant.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an amendment for the contract for transportation services between the City of Sandusky and the Board of County Commissioners of Erie County for the Department of Job & Family Services; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

D. Submitted by Jane Cullen, Project Engineer

PAYMENT TO OHIO EPA FOR PERMIT TO INSTALL - PIER TRACK PUMP STATION & FARWELL PUMP STATION IMPROVEMENTS

**Budgetary Information:** The permit fee of \$11,900 will be charged to the project and paid with sewer funds.  
**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing payment to the State of Ohio Environmental Protection Agency for the submission of the permit to install application for the pier track pump station and Farwell pump station improvements project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

E. Submitted by John Orzech, Chief of Police

CONTRACT WITH ERIE COUNTY HEALTH DEPARTMENT FOR BULKY & SOLID WASTE VEHICLE INSPECTIONS

**Budgetary Information:** The city will collect an annual registration fee of \$50 per vehicle for the purpose of inspection, administration and enforcement of Chapter 955. One half of the permit fees collected will be paid by the city to the Board of Health for providing bulky and solid waste vehicle inspection services.  
**RESOLUTION NO. \_\_\_\_\_:** It is requested a resolution be passed authorizing the City Manager to enter into a contract for services with the Erie County General Health District Board of Health for bulky and solid waste vehicle inspection services for the period of December 1, 2018, through November 30, 2019; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

F. Submitted by Amanda McClain, Housing Manager

ACQUISITION OF NINE PARCELS THROUGH LAND REUTILIZATION PROGRAM

**Budgetary Information:** The cost of these acquisitions will be approximately \$909 to pay for the title exams and transfer fees. The city will not collect the \$3,556.70 owed to the city in special assessments, nor will the taxing districts collect the \$14,866.19 owed in delinquent taxes. However, all of part of these costs may be recouped and reimbursed upon the sale of the parcels. As the properties are put back into tax producing status, the taxing districts will once again begin collecting real estate taxes of approximately \$5,241.52 per year.  
**RESOLUTION NO. \_\_\_\_\_:** It is requested a resolution be passed approving and accepting certain real property for acquisition into the land reutilization program; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the city charter.

G. Submitted by Aaron Klein, Director of Public Works

CHANGES TO AGREEMENT WITH OHIO DEPARTMENT OF TRANSPORTATION FOR MAINTENANCE OF S.R. 2

**Budgetary Information:** This modification will have no budgetary impact to the contract as these services are swapped evenly. The total cost for the SR 2 maintenance services unrelated to plowing and deicing for July 1, 2017 through June 30, 2018 was \$28,193.14 and paid to ODOT on September 20, 2018.  
**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement for the maintenance of S.R. 2 in the City of Sandusky by the Ohio Department of Transportation for the period of July 1, 2018 through June 30, 2019; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

REGULAR AGENDA ITEMS

ITEM #1 - Submitted by Aaron Klein, Director of Public Works

DESIGN/BUILD AGREEMENT WITH KOKOSING INDUSTRIAL FOR SHORELINE DRIVE REHABILITATION PROJECT

**Budgetary Information:** The cost of \$8,831,447 which includes *Add Alternate A* and *Add Alternate B* for the Shoreline Drive rehabilitation design/build contract will be broken down as follows:

|                             |                       |
|-----------------------------|-----------------------|
| Sewer fund, storm water     | \$1,305,579.00        |
| Water fund                  | 1,177,565.00          |
| Sewer fund, sanitary        | 1,709,517.00          |
| Capital fund (TIF proceeds) | 3,409,912.00          |
| Issue 8 (2018 Pathway)      | 300,000.00            |
| Capital (2018 Pathway)      | 168,332.00            |
| Issue (2018 road)           | 295,000.00            |
| State of Ohio               | 5,000.00              |
| <b>TOTAL</b>                | <b>\$8,831,447.00</b> |

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into a design/build contract with Kokosing Industrial, Inc., of Toledo, Ohio, for the Shoreline Drive rehabilitation project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

ITEM #2 - Submitted by Aaron Klein, Director of Public Works

DESIGN/BUILD AGREEMENT WITH DONLEY’S, INC. FOR THE JACKSON STREET PIER REHABILITATION PROJECT

**Budgetary Information:** The cost of \$7,865,893, which includes *add alternate B, add alternate C and add alternate D* for the Jackson Street Pier rehabilitation design/build contract will be broken down as follows:

|                             |                       |
|-----------------------------|-----------------------|
| Sewer fund, storm water     | \$349,542.00          |
| Water fund                  | 476,580.00            |
| Sewer fund, sanitary        | 166,585.00            |
| CDBG/RLF                    | 210,157.00            |
| Capital fund (TIF proceeds) | 4,543,536.00          |
| State of Ohio               | 70,000.00             |
| Private (various)           | <u>2,049,593.00</u>   |
| <b>TOTAL</b>                | <b>\$7,865,893.00</b> |

The city plans to apply for a loan from the Ohio Water Development Authority for all funds related to sewer and water. The city intends to finance a portion with notes or bond proceeds from the Chesapeake TIF to pay for the debt service. The Issue 8 and capital dollars shown have been retained within the five-year capital pan budget. The dollars from the State of Ohio have been obtained through the capital improvement community park, recreation/conservation project grant from the Ohio Department of Natural Resources and are required to be split between the Jackson Street Pier and Shoreline Drive. A portion of the TIF (\$300,000) has also been reserved for future dredging operations related to the city-owned slip used by the Pelee Islander and the Goodtime. Staff anticipates bidding this project in early 2019. Osborn’s preliminary design contract was \$333,800 paid with sewer, water, CDBG and proceeds from TIF revenues. The original contract with Osborn for conceptual design and planning was \$351,253. Incidentals, such as advertising, are not included.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into a design/build contract with Donley’s, Inc., of Cleveland, Ohio, for the Jackson Street Pier rehabilitation project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

ITEM #3 - Submitted by Nicole DeFreitas, Transit Administrator

AGREEMENT WITH SERVING OUR SENIORS FOR TRANSPORTATION SERVICES

**Budgetary Information:** STS will receive a monthly flat rate of \$14,620 from Serving Our Seniors for the length of the proposed contract to provide transportation services to existing Serving Our Seniors clients. This money collected will be used to offset the capital planning and operating expenses through the Ohio Department of Transportation.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement for transportation services between the City of Sandusky and Serving Our Seniors for the period of October 1, 2018 through September 30, 2019; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

ITEM #4 - Submitted by Jane Cullen, Project Engineer

AMENDMENT TO PROFESSIONAL DESIGN SERVICES AGREEMENT WITH JONES & HENRY ENGINEERS FOR PIER TRACK AND FARWELL PUMP STATIONS IMPROVEMENT PROJECTS

**Budgetary Information:** The not to exceed cost for professional design services is \$218,000 to be paid with sewer funds. The design costs of \$198,000 are split equally between the pier track pump station and the Farwell pump station. The remaining \$20,000 fee is also split equally between the two pump stations for the completion of a facility plan requirement of the WPC Loan Fund (WPCLF) loan application. City staff reviewed with Jones & Henry, Ltd. the merits of applying for an Ohio Water Development Authority loan versus an Ohio WPCLC loan. The zero percent WPCLF loan is estimated to result in an interest cost saving over the life of the loan of about \$1 million compared to an OWDA loan at the current market rate. In addition to this WPCLF loan, the city will seek appropriate reimbursement from Erie County as per the terms of the existing sewer services agreement and associated amendments.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an amendment to the agreement for professional design services with Jones & Henry Engineers, Ltd., of Toledo, Ohio, for the pier track pump station and Farwell pump station improvements project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

ITEM #5 - Submitted by Jeff Keefe, Project Engineer

AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH CT CONSULTANTS FOR THE MCCARTNEY ROAD RECONSTRUCTION PROJECT

**Budgetary Information:** The amendment to the scope of work outline will increase the professional design agreement amount by \$20,000 making the not to exceed amount for the agreement \$69,850 and will be paid with sewer funds.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an amendment to the agreement for professional design services with CT Consultants, Inc., of Mentor, Ohio, for the McCartney Road reconstruction, storm sewer and storm pump station design project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

ITEM #6 - Submitted by Stuart Hamilton, IT Manager

CONTRACT WITH OHIO TELECOM, INC. FOR THE FIBER EXTENSION PROJECT

**Budgetary Information:** The total cost of the project based on bid including advertising is \$123,681.54 to be expensed out of the capital projects fund.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Ohio Telecom, Inc., of Port Clinton, Ohio, for the city owned fiber extension project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the city charter.

CITY MANAGER’S REPORT

OLD BUSINESS

NEW BUSINESS

AUDIENCE PARTICIPATION                      Open discussion on any item (5 minute limit)

EXECUTIVE SESSION(S)

ADJOURNMENT

**Buckeye Broadband broadcasts on Channel 76:**

Monday, October 22 at 8:30 p.m.

**Online:**

**[www.YouTube.com](http://www.YouTube.com)** and search for “City of Sandusky Commission”



**NOTICE TO LEGISLATIVE  
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2160 FAX (614)644-3166



|                |     |             |        |                                |  |
|----------------|-----|-------------|--------|--------------------------------|--|
| 4246979        |     | TRFO        |        | TO JAYLAXMI SANDUSKY CORP      |  |
| PERMIT NUMBER  |     | TYPE        |        | DBA CLIFFS GROCERY & CARRY OUT |  |
| 02             | 01  | 2018        |        | 809 PIERCE ST                  |  |
| ISSUE DATE     |     |             |        | SANDUSKY OHIO 44870            |  |
| 09             | 24  | 2018        |        |                                |  |
| FILING DATE    |     |             |        |                                |  |
| C1             | C2  | D6          |        |                                |  |
| PERMIT CLASSES |     |             |        |                                |  |
| 22             | 077 | B           | F21083 |                                |  |
| TAX DISTRICT   |     | RECEIPT NO. |        |                                |  |

FROM 09/26/2018

|                |     |             |  |                                |  |
|----------------|-----|-------------|--|--------------------------------|--|
| 7827718        |     |             |  | KENNETH L & CLIFFORD R SCHIRG  |  |
| PERMIT NUMBER  |     | TYPE        |  | DBA CLIFFS GROCERY & CARRY OUT |  |
| 02             | 01  | 2018        |  | 809 PIERCE ST                  |  |
| ISSUE DATE     |     |             |  | SANDUSKY OHIO 44870            |  |
| 09             | 24  | 2018        |  |                                |  |
| FILING DATE    |     |             |  |                                |  |
| C1             | C2  | D6          |  |                                |  |
| PERMIT CLASSES |     |             |  |                                |  |
| 22             | 077 |             |  |                                |  |
| TAX DISTRICT   |     | RECEIPT NO. |  |                                |  |



MAILED 09/26/2018

RESPONSES MUST BE POSTMARKED NO LATER THAN. 10/29/2018

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **B TRFO 4246979**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

**CLERK OF SANDUSKY CITY COUNCIL  
222 MEIGS STREET  
SANDUSKY OHIO 44870**

## Commerce Division of Liquor Control : Web Database Search

**OWNERSHIP DISCLOSURE INFORMATION**

This online service will allow you to obtain ownership disclosure information for issued and pending retail liquor permit entities within the State of Ohio.

**Searching Instructions**

Enter the known information and click the "Search" button. For best results, search only ONE criteria at a time. If you try to put too much information and it does not match exactly, the search will return a message "No records to display".

The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

|                              | SEARCH CRITERIA                      |
|------------------------------|--------------------------------------|
| <b>Permit Number</b>         | <input type="text" value="4246979"/> |
| <b>Permit Name / DBA</b>     | <input type="text"/>                 |
| <b>Member / Officer Name</b> | <input type="text"/>                 |

[Search](#)   [Reset](#)   [Main Menu](#)

| Member/Officer Name  | Shares/Interest | Office Held |
|--|-----------------|-------------|
| <b>Permit Number:</b> 4246979; <b>Name:</b> JAYLAXMI SANDUSKY CORP; <b>DBA:</b> DBA CLIFFS CARRY OUT; <b>Address:</b> 809 PIERCE ST SANDUSKY 44870 |                 |             |
| ISHWAR UPADHAYA  | 0.00            | PRESIDENT   |
| PARULBEN PATEL   | 20.00           | PRESIDENT   |
| SANJAYKUMAR P PATEL  | 80.00           | SECRETARY   |

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- [Ohio Department of Commerce](#)

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## Kelly Kresser

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**From:** Thomas Horsman  
**Sent:** Tuesday, October 2, 2018 12:08 PM  
**To:** Kelly Kresser  
**Cc:** Angela Byington; Greg Voltz  
**Subject:** RE: Liquor permit transfer

Hi Kelly,

The establishment is located in an area zoned CS –Commercial Service, and thus the sale of beer & wine and liquor stores are permitted. Let me know if you need any other information.

Thanks!

Tom



Tom Horsman | *Assistant Planner*  
**Planning Department**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5555 | F: 419.627.5555  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)



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**From:** Kelly Kresser  
**Sent:** Monday, October 1, 2018 4:09 PM  
**To:** Angela Byington <[abyington@ci.sandusky.oh.us](mailto:abyington@ci.sandusky.oh.us)>; John Orzech <[JOrzech@ci.sandusky.oh.us](mailto:JOrzech@ci.sandusky.oh.us)>; Stephen Rucker <[srucker@ci.sandusky.oh.us](mailto:srucker@ci.sandusky.oh.us)>  
**Subject:** Liquor permit transfer

Attached is a requested liquor permit transfer of C1 (beer only in original sealed container for carry out only), C2 (wine and mixed beverages in sealed containers for carry out) and D6 (sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight). Please provide comments regarding this transfer.

## Kelly Kresser

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**From:** Stephen Rucker  
**Sent:** Tuesday, October 2, 2018 8:37 AM  
**To:** Kelly Kresser; Angela Byington; John Orzech  
**Subject:** RE: Liquor permit transfer

No issues here, thanks



Steve Rucker | *Fire Marshal*  
**SANDUSKY FIRE DEPARTMENT**  
600 W. Market Street | Sandusky, OH 44870  
T: 419.627.5823 | F: 419.627.5820  
[srucker@ci.sandusky.oh.us](mailto:srucker@ci.sandusky.oh.us)  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

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**From:** Kelly Kresser  
**Sent:** Monday, October 01, 2018 4:09 PM  
**To:** Angela Byington <[abyington@ci.sandusky.oh.us](mailto:abyington@ci.sandusky.oh.us)>; John Orzech <[JOrzech@ci.sandusky.oh.us](mailto:JOrzech@ci.sandusky.oh.us)>; Stephen Rucker <[srucker@ci.sandusky.oh.us](mailto:srucker@ci.sandusky.oh.us)>  
**Subject:** Liquor permit transfer

Attached is a requested liquor permit transfer of C1 (beer only in original sealed container for carry out only), C2 (wine and mixed beverages in sealed containers for carry out) and D6 (sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight). Please provide comments regarding this transfer.

## Kelly Kresser

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**From:** John Orzech  
**Sent:** Tuesday, October 2, 2018 7:19 AM  
**To:** Kelly Kresser; Angela Byington; Stephen Rucker  
**Subject:** RE: Liquor permit transfer

We have no objections to the transfer.

JOHN ORZECH | *Chief of Police*  
**SANDUSKY POLICE DEPT.**  
222 MEIGS STREET | SANDUSKY, OH 44870  
DESK (419) 627-5869 | FAX (419) 627-5862



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**From:** Kelly Kresser  
**Sent:** Monday, October 1, 2018 4:09 PM  
**To:** Angela Byington <abyington@ci.sandusky.oh.us>; John Orzech <JOrzech@ci.sandusky.oh.us>; Stephen Rucker <srucker@ci.sandusky.oh.us>  
**Subject:** Liquor permit transfer

Attached is a requested liquor permit transfer of C1 (beer only in original sealed container for carry out only), C2 (wine and mixed beverages in sealed containers for carry out) and D6 (sale of intoxicating liquor on Sunday between the hours 10 a.m. or 11 a.m. and midnight). Please provide comments regarding this transfer.





## PLANNING DEPARTMENT

### *Division of Transit*

222 Meigs Street  
Sandusky, Ohio 44870  
419.621.8462  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

**TO:** Eric Wobser, City Manager

**FROM:** Nicole DeFreitas, Transit Administrator

**DATE:** September 25, 2018

**SUBJECT:** **CY 2019 Sandusky Transit System 5311 Rural Transit Program Grant and 5339: Bus and Bus Facilities Grant Applications**

**ITEM FOR CONSIDERATION:** Request for Resolution of Authorization to file applications with the Ohio Department of Transportation (ODOT) for the CY 2019 Rural Transit Program Grant and Section 5339: Bus and Bus Facilities and upon approval for the City Manager to execute all grant or agreement as awarded.

**BACKGROUND INFORMATION:** The Rural Transit Program, as authorized by the Federal Transit Administration, 49, USC Section 5311 and the Section 5339: Bus and Bus Facilities, provides funds to assist with operating and capital expenses in the provision of general public transportation services in rural areas.

The City, since 2004 on an annual basis, has applied directly to the Federal Transit Administration (FTA) for federal transit assistance as an **urban** transit system. However, due to the result of the 2010 census, the Sandusky Transit System (STS) has been designated as a **rural** transit system which requires the City to annually submit an application for Rural Transit Program funding.

The Ohio Department of Transportation is the designated recipient of Federal Transit Administration funds and State General Revenue Funds. In the past, ODOT has annually allocated these funds to Rural Transit Program grantees to operate rural transit service. In order to receive these funds, Rural Transit Grantees are required to submit an application consisting of an operating budget, including local funds to match the federal funds allocated, basic system information, and certifications and assurances to meet federal compliance and state regulation requirements.

The City will apply for Federal 5311 Rural Transit Grant operating funds of \$835,015 and Capitalized Maintenance funds of \$247,500. In addition to 5311 funding, the City is applying for \$112,728 in Federal 5339: Bus and Bus Facilities funds that will be used to purchase 2 new transit vehicles.

**BUDGET IMPACT:**

The 5311 Rural Transit Program funds comprise approximately 51% of STS's budget and without this funding the system would not be able to operate. The required local matching funds will be generated from multiple local sources including Fare Revenue, contract revenue, Capital Replacement Fund revenue, State General Revenue Funds, and an estimated \$266,000 from the City's 7 General Fund.

Director of Planning

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION THROUGH THE US DOT FEDERAL TRANSIT ADMINISTRATION (FTA) FOR THE CY 2019 RURAL TRANSIT PROGRAM GRANT FOR THE SANDUSKY TRANSIT SYSTEM; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Rural Transit Program, as authorized by the Federal Transit Administration, 49, USC Section 5311, provides funds to assist with operating and capital expenses in the provision of general public transportation services in rural and small urban areas; and

**WHEREAS**, the Ohio Department of Transportation (ODOT) administers Ohio's Rural Transit Program (49 USC Section 5311) on behalf of the Federal Transit Administration (FTA); and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under 49 USC Section 5311 the City give an assurance that it will comply with Title VI of the Civil rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

**WHEREAS**, the City will be applying for financial assistance in the amount of \$835,015.00 for operating funds and \$247,500.00 for capitalized maintenance funds; and

**WHEREAS**, if awarded, the Rural Transit Program funds will provide approximately 51% of the Sandusky Transit System's budget and the required local matching funds will be generated from multiple local sources including fare revenue, contract revenue, Capital Replacement Funds, State General Revenue Funds, and an estimated \$266,000.00 in City General Funds; and

**WHEREAS**, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to file a grant application with the Ohio Department of Transportation for CY 2019 Rural Transit Program funds by the submission deadline of October 12, 2018; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Sandusky Transit System, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is hereby authorized to execute and file a grant application on behalf of the City of Sandusky with the Ohio Department of Transportation for the CY 2019 Rural Transit Program to aid in the financing of operating projects pursuant to 49 USC Section 5311 and the Ohio Public Transportation Grant Program for the Sandusky Transit System and to execute any contracts or agreements on behalf of the City and lawfully expend funds consistent with the application should they be awarded.

Section 2. The City Manager is authorized to execute and file with the City's application proposals to aid in the financing of capital and operating assistance projects and any assurances or any other documentation required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

Section 3. The City Manager is authorized to furnish such additional information as the Ohio Department of Transportation may require in connection with the City's applications submitted to the Federal Transit Administration and to set forth and execute affirmative disadvantaged business policies in connection to any procurement made as part of the project.

Section 4. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 5. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 6. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its

adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION THROUGH THE US DOT FEDERAL TRANSIT ADMINISTRATION (FTA) FOR THE CY 2019 BUS AND BUS FACILITIES PROGRAM GRANT FOR THE SANDUSKY TRANSIT SYSTEM; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Bus and Bus Facilities Grant Program, as authorized by the Federal Transit Administration, 49, USC Section 5311, makes federal resources available to states and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities; and

**WHEREAS**, the Ohio Department of Transportation (ODOT) administers Ohio's Buses and Bus Facilities Program (49 USC Section 5339) on behalf of the Federal Transit Administration (FTA); and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program; and

**WHEREAS**, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under 49 USC Section 5339 the City give an assurance that it will comply with Title VI of the Civil rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

**WHEREAS**, the City will be applying for financial assistance in the amount of \$112,728.00 for the purchase of two (2) new transit vehicles; and

**WHEREAS**, if awarded, the required local matching funds in the amount of \$12,816.00 will be paid with City Capital Replacement Funds; and

**WHEREAS**, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to file a grant application with the Ohio Department of Transportation for CY 2019 Bus and Bus Facilities Program Grant funds by the submission deadline of October 12, 2018; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of Municipal Departments, including the Sandusky Transit System, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is hereby authorized to execute and file a grant application on behalf of the City of Sandusky with the Ohio Department of Transportation for the Bus and Bus Facilities Program to aid in the financing of transit vehicles pursuant to 49 USC. Section 5339 and the Ohio Public Transportation Grant Program for the Sandusky Transit System and to execute any contracts or agreements on behalf of the City and lawfully expend funds consistent with the application should they be awarded.

Section 2. The City Manager is authorized to execute and file with the City's application proposals to aid in the financing of capital and operating assistance projects and any assurances or any other documentation required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

Section 3. The City Manager is authorized to furnish such additional information as the Ohio Department of Transportation may require in connection with the City's applications submitted to the Federal Transit Administration and to set forth and execute affirmative disadvantaged business policies in connection to any procurement made as part of the project.

Section 4. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 5. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

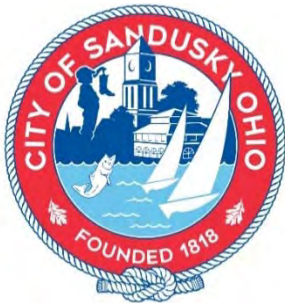
Section 6. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its

adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018



## PLANNING DEPARTMENT

### *Division of Transit*

222 Meigs Street  
Sandusky, Ohio 44870  
419.621.8462  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

**TO:** Eric Wobser, City Manager

**FROM:** Nicole DeFreitas, Transit Administrator

**DATE:** September 25, 2018

**SUBJECT:** Erie County Department of Job and Family Services Transportation Services Contract Amendment

**ITEM FOR CONSIDERATION:** Legislation requesting approval for the City Manager to enter into a contract amendment to extend transportation services between the City of Sandusky and the County Commissioners of Erie County, Ohio through September 30, 2019.

**BACKGROUND INFORMATION:** The Sandusky Transit System (STS) will provide safe and reliable transportation services in Erie County to Erie County Job and Family Services (ECJFS) clients. The clients will be transported on a daily schedule coordinated between STS and ECJFS.

The original contract was for an initial term of one (1) year from the date of signing at a negotiated rate of \$1.989 per mile, with an option to extend for two (2) additional one (1) year terms. The original agreement was adopted in May 2016 and extended twice through September 30, 2017.

In July 2017, the Board of Erie County Commissioners sent out a Request for Proposals for transportation services for Erie County Job and Family Services clients, to which the City of Sandusky submitted a proposal. The City entered into a one (1) year contract with the option to extend for two (2) additional one (1) year terms at the rate of \$2.13 per mile which expires on September 30, 2018.

The contract will be amended as follows:

1. That this contract shall be extended and will be in effect through September 30, 2019.
2. That all provisions of the aforesaid agreement shall remain in full force and effect.

**BUDGET IMPACT:** STS will bill at a per-mile rate, as established in the Contract, from ECJFS for the length of the proposed contract extension. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation (ODOT) Program Grant.

**ACTION REQUESTED:** It is requested that the Erie County Department of Job and Family Services Transportation Services Contract Addendum be approved, and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to immediately execute the amendment to extend the contract and allow the City to continue to provide transportation services to the ECJFS clients.

I concur with this recommendation:

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Nicole DeFreitas  
Transit Administrator

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Eric Wobser  
City Manager

cc: Kelly Kresser, Clerk of City Commission  
Hank Solowiej, Finance Director  
Trevor Hayberger, Law Director



TRANSPORTATION SERVICES CONTRACT AMENDMENT

THIS TRANSPORTATION SERVICES CONTRACT AMENDMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between City of Sandusky, hereinafter called the "Contractor" and the Board of County Commissioners of Erie County, Ohio, hereinafter called the "Contracting Authority".

WITNESSETH:

WHEREAS, the Contractor passed Ordinance No. 17-185 on September 25, 2017 and the Contractor and Contracting Authority entered into a Contract for Transportation Services on September 28, 2017, under Erie County Resolution 17-435; and

WHEREAS, the parties to said agreement wish to amend the agreement as hereinafter provided.

NOW THEREFORE, in consideration of the premises and of the mutual covenants hereinafter set forth, and of other good and valuable considerations, the Contractor and Contracting Authority hereby concur that the previously entered agreement should be amended as follows:

1. That this contract shall be extended and will be in effect through September 30, 2019.
2. That all other provisions of the aforesaid agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Transportation Services Contract Amendment as of the day and year first written above.

SIGNED AND ACKNOWLEDGED IN THE PRESENCE OF:

City of Sandusky:

CONTRACTING AUTHORITY  
BOARD OF COMMISSIONERS,  
OF ERIE COUNTY, OHIO

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Patrick J. Shenigo, Commissioner

\_\_\_\_\_  
Title

\_\_\_\_\_  
Mathew R. Old, Commissioner

\_\_\_\_\_  
TAX PAYER I.D. #

\_\_\_\_\_  
William J. Monaghan, Commissioner

Approved as to Form:

\_\_\_\_\_  
Elected or Appointed Official

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AMENDMENT FOR THE CONTRACT FOR TRANSPORTATION SERVICES BETWEEN THE CITY OF SANDUSKY AND THE BOARD OF COUNTY COMMISSIONERS OF ERIE COUNTY FOR THE DEPARTMENT OF JOB AND FAMILY SERVICES; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, this City Commission approved an initial contract for transportation services between the City of Sandusky and the Board of County Commissioners of Erie County for the Department of Job and Family Services by Ordinance No. 16-066, passed on April 25, 2016, which was subsequently extended twice and will expire September 30, 2017; and

**WHEREAS**, Erie County issued a Request for Bids to provide these same transportation services in which the City submitted a bid on August 17, 2017, and was subsequently awarded the bid; and

**WHEREAS**, this City Commission approved a contract for an initial term of one (1) year beginning on October 1, 2017, and expiring on September 30, 2018, for transportation services between the City and the Board of County Commissioners of Erie County for the Department of Job and Family Services by Ordinance No. 17-185, passed on September 25, 2017; and

**WHEREAS**, this Amendment will extend the contract through September 30, 2019, and the Sandusky Transit System will continue to provide safe, reliable, transportation services to approved Erie County Department of Job and Family Services (ECDJFS) clients throughout Erie County on a daily schedule coordinated between the Sandusky Transit System and ECDJFS and will continue to receive \$2.13 per mile from Erie County and these funds received will be used as matching grant funds for the Ohio Department of Transportation Program grant; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately execute the amendment to extend the contract, which expired on September 30, 2018, and allow the City to provide continued services to the Erie County Department of Job and Family Services' clients; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Sandusky Transit System, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO,  
THAT:

Section 1. The City Manager be and hereby is authorized to execute an Amendment to the Transportation Services Contract with the Board of County Commissioners of Erie County for transportation services to extend the contract from October 1, 2018, through September 30, 2019, substantially in the same form as reflected in Exhibit "A" which is attached to this Ordinance and specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being substantially adverse to the City and being consistent with the objectives and requirements of this Ordinance and with carrying out the City's public purposes.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018



## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager  
From: Jane E. Cullen, P.E.  
Date: September 25, 2018  
Subject: **Commission Agenda Item – Ohio EPA Permit to Install for Pier Track Pump Station and Farwell Pump Station Improvements Project**

**ITEM FOR CONSIDERATION:** Legislation to authorize payment to the Treasurer, State of Ohio, for the submission of the Permit to Install to the Ohio EPA in the amount of \$11,900.00.

**BACKGROUND INFORMATION:** The City of Sandusky is required to make these improvements by the Ohio Environmental Protection Agency (EPA) per negotiations related to the CSO General Plan and detailed in the existing amendments to the City's NPDES permit.

The Pier Track Pump Station and the original Farwell Pump Station were both built in the late 1950's and the last major improvement that were completed on these two structures was in 1982. Built in 2015 with the East End Sewer Improvement Project, the Farwell Supplemental Pump Station increased the capacity of the overall lift station during high flows. The supplemental structure is located adjacent to the original structure. No improvements were done in 2015 on the older existing portion of the Farwell Station.

The design consultant, Jones & Henry Engineers, LTD of Toledo, Ohio has provided plans and specifications for upgrades and replacement of existing electrical, mechanical, structural, SCADA system, and existing piping systems as needed in both pump stations.

Approval by the Ohio EPA will allow the City to finalize plans for construction. See attached application for detailed information pertaining to the permit.

**BUDGETARY INFORMATION:** The permit fee of \$11,900.00 will be charged to the project and paid with Sewer Funds.

**ACTION REQUESTED:** Request legislation approving the payment in the amount of \$11,900.00 to the Treasurer, State of Ohio, for the submission of a Permit to Install application. It is also requested that the legislation be passed under the suspension of the rules in accordance with section 14 of the City Charter so the application can be filed and executed with the Ohio EPA in order to expedite the project.

I concur with this recommendation:

---

Eric Wobser  
City Manager

---

Aaron M. Klein, P.E.  
Director

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director



## Permit-to-Install/Plan Approval Application

### FOR AGENCY USE ONLY

|                          |                         |                  |
|--------------------------|-------------------------|------------------|
| Date Received:    /    / | Application/Revenue ID: | Organization ID: |
| Document ID:             | Place ID:               | Check ID:        |
| Check Date:    /    /    | Check Number:           | Check Amount:    |

1. **Project Name:** City of Sandusky, Ohio Pier Track Pump Station and Farwell Pump Station Improvement Project

### 2. Applicant (see note after signature)

Name: City of Sandusky  
Mailing Address: 222 Meigs Street  
City: Sandusky State: Ohio Zip: 44870  
Contact Name: Aaron Klein, P.E.  
Title: City Engineer  
Phone: (419) 627-5829 Fax: (419) 627-5933 E-mail : aklein@ci.sandusky.oh.us

### 3. Application/Plans Prepared by:

Name: Jones & Henry Engineers, Ltd.  
Mailing Address: 3103 Executive Parkway, Suite 300  
City: Toledo State: Ohio Zip: 43606  
Contact Name: Joseph A. Hotz, P.E.  
Title: Principal  
Phone: (419) 473-9611 Fax: (419) 473-8924 E-mail : jhotz@jheng.com

### 4. Billing Address (if different than Applicant)

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: (    ) -    Fax: (    ) -    E-mail : \_\_\_\_\_

### 5. Future Owner (if different than Applicant)

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: (    ) -    Fax: (    ) -    E-mail : \_\_\_\_\_



| 6. Project Location   |                         |            |                        |
|---|-------------------------|------------|------------------------|
| Street Address or Location Description: <u>Pier Track PS - 1310 Cedar Point Drive and Farwell PS 1805 2<sup>nd</sup> Street</u> |                         |            |                        |
| County:   | <u>Erie</u>             | Township:  | <u>N/A</u>             |
| Municipality:   | <u>City of Sandusky</u> | Latitude:  | <u>41-26'-43.17" N</u> |
|   |                         | Longitude: | <u>82-46'-12.47"W</u>  |
| Method of Determination:  | <u>Google Earth</u>     |            |                        |

**7. Brief Project Description:** Pier Track PS: Replace three existing pumps with three 2,400 gpm pumps each with variable frequency drives. Upgrade power supply to 480-volt and upgrade controls. Install new emergency generator. Upgrade pump piping to accommodate new pumps. Repair building superstructure. Install site improvements. Farwell PS: Replace four existing pumps with four 4,700 gpm pumps each with variable frequency drives. Upgrade power supply to 480-volt and upgrade controls. Upgrade pump piping to accommodate new pumps. Repair building superstructure. Install site improvements

8. Will one or more acres be disturbed during construction of this project? ☐ Yes ☒ No

If Yes, enter the date the NOI for coverage under the construction storm water NPDES permit was submitted:      /      /      and the date coverage was granted:      /      /

9. Will wetlands be disturbed during construction of this project? ☐ Yes ☒ No

If Yes, enter the date the 401/404 permit application was submitted:      /      /

10 a. Is this application part of a combined permit-to-install application? (for example air + water) ☐ Yes ☒ No

b. Has an application for a Class V injection well permit been submitted? ☐ Yes ☐ No ☐ N/A

If Yes, date submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_

|   |   |
|---|---|
| <b>11. Compliance Status</b>  |   |
| a. Will this project connect to a collection/treatment system that has a NPDES permit?<br>If <b>Yes</b> , list federal and state permit numbers:<br>OH 2PF00001*OD  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| b. Is this application filed in compliance with findings and orders, a consent decree, and/or NPDES permit schedule?<br><br>If <b>Yes</b> , effective date of the document containing the schedule:      /      / | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

a. Will this project connect to a collection/treatment system that has a NPDES permit? x Yes ☐ No  
If **Yes**, list federal and state permit numbers:  
OH 2PF00001\*OD

b. Is this application filed in compliance with findings and orders, a consent decree, and/or NPDES permit schedule? ☐ Yes ☒ No

If **Yes**, effective date of the document containing the schedule:      /      /

|  |                              |   |
|--|------------------------------|---|
| <b>12. Compliance with 208 plan</b>                                  |                              |   |
| Does the project conform to the 208/201 plan for the area?           | <input type="checkbox"/> Yes | <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
| If <b>Yes</b> , has the engineer submitted supporting documentation? | <input type="checkbox"/> Yes | <input type="checkbox"/> No   |

|  |                              |                             |   |
|--|------------------------------|-----------------------------|---|
| Does the project conform to the 208/201 plan for the area?           | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| If <b>Yes</b> , has the engineer submitted supporting documentation? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |   |

|  |   |
|--|---|
| <b>13. Designated Ohio, Wild, Scenic, &amp; Recreational Rivers</b>  |   |
| Is this project located within 1000 feet of a designated wild, scenic, and recreational river?   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| See <a href="http://watercraft.ohiodnr.gov/scenicriversmap">http://watercraft.ohiodnr.gov/scenicriversmap</a> for additional information |   |

Is this project located within 1000 feet of a designated wild, scenic, and recreational river? ☐ Yes   x No

See <http://watercraft.ohiodnr.gov/scenicriversmap> for additional information

|  |   |   |
|--|---|---|
| <b>14. Estimated Project Schedule:</b>         |   |   |
| Beginning construction date: <u>03/01/2019</u> | Ending construction date: <u>04/30/2020</u> | Beginning operation date: <u>04/30/2020</u> |

|  |   |   |
|--|---|---|
| <b>14. Estimated Project Schedule:</b>         |   |   |
| Beginning construction date: <u>03/01/2019</u> | Ending construction date: <u>04/30/2020</u> | Beginning operation date: <u>04/30/2020</u> |

|  |  |             |   |
|--|--|-------------|---|
| <b>15. Project Cost:</b>   |  |             |   |
| *Installation/Construction Cost: <u>\$ 1,800,000</u>   |  | (Mark one): | <input type="checkbox"/> Actual <input type="checkbox"/> Bid <input checked="" type="checkbox"/> Estimate |
| Annual Operation/Maintenance Cost (if applicable - this project only): <u>\$ N/A</u>           |  |             |   |
| Are Water Pollution Control Loan Funds going to be used for this project?                      |  |             | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                       |
| If No, Funding Source: _____   |  |             |   |
| <i>*This is costs of the treatment/dispersal/collection system that will serve the project</i> |  |             |   |

\*Installation/Construction Cost: \$ 1,800,000 (Mark one): ☐ Actual ☐ Bid x Estimate

Annual Operation/Maintenance Cost (if applicable - this project only): \$ N/A

Are Water Pollution Control Loan Funds going to be used for this project? ☐ Yes ☒ No

If No, Funding Source:

\*This is costs of the treatment/dispersal/collection system that will serve the project

**16. Attachments**

The following are included in this application package (check appropriate box(es) and indicate how many copies of each are provided):

|  |   |  |   |
|--|---|--|---|
| <input checked="" type="checkbox"/> Detail Plans                 | 4 | <input type="checkbox"/> Management Plan                       |   |
| <input type="checkbox"/> Soil Evaluation Form                    |   | <input type="checkbox"/> Engineering Report                    |   |
| <input type="checkbox"/> Hydrogeologic Site Investigation Report |   | <input checked="" type="checkbox"/> Engineering Specifications | 2 |
| <input type="checkbox"/> Site Evaluation Form                    |   | <input type="checkbox"/> Sewer Authority Letter                |   |
| <input type="checkbox"/> Other (describe):                       |   | <input checked="" type="checkbox"/> Antidegradation Addendum   | 1 |
| <input type="checkbox"/> Narrative Plans                         |   |  |   |

**17. Form B / C Submission** (check all that apply):

☒ Sewer and Pump Station Construction – Form B1  
☐ Onsite Sewage Treatment Systems – Form B2  
☐ Wastewater Treatment Plants Less Than 100,000 GPD – Form B3  
☐ Wastewater Treatment Plants Greater Than or Equal to 100,000 GPD and all Pond Systems – Form B4  
☐ Industrial Direct Discharge Facility – Form B5  
☐ Industrial Indirect Discharge Facility – Form B6  
☐ Underground Storage Tank Remediation – Form B7  
☐ Holding Tanks – Form B8  
☐ Industrial Impoundment Ponds – Form B9  
☐ Land Application Management Plan for Sludge or Waste other than Treated Sewage – Form C1  
☐ Treated Sewage Land Application Management Plan – Form C2  
☐ Sewage Holding Tank Management Plan – Form C3

**18. Fee Calculations:**

Permit-to-Install (maximum total fee \$15,100)

|  |           |
|--|-----------|
| a. Application fee:  | \$ 100.00 |
| b. Plan review fee:  | \$ 100.00 |
| c. Plan review fee (installation/construction cost x .0065): | \$ 11,700 |
| d. Total Fee (a + b + c):                                    | \$ 11,900 |

Sludge Management Plan Approval\*

|                       |           |
|-----------------------|-----------|
| a. Application fee:   | \$ 100.00 |
| b. Plan review fee:   | \$ 100.00 |
| c. Total fee (a + b): | \$ 200.00 |

\* No separate fee is needed for land application

**19. Antidegradation**

Is this project subject to the Antidegradation Rule (OAC 3745-1-05)? Yes ☒ No

If **Yes**, an antidegradation addendum must be submitted (Note: It applies even if an exclusion and/or waiver is met)

If **No**, check all that apply:

- ☒ Application with no direct surface water discharge (Projects that do not meet the applicability section of 3745-1-05 (B)1, i.e., onsite sewage treatment systems, sanitary sewer extensions, indirect discharger to POTW, etc.).
- ☐ Renewal NPDES application or PTI application with no requested increase in loading of currently permitted pollutants.
- ☐ Narrative Plans (Examples: Land Application, General Plans, etc.)

**20. Submittals:**

To be considered complete, this application must include the following unless otherwise directed by Ohio EPA:

- X Four copies of the detail plans including profile and plan views of all sewers (shown on the same sheet), existing (as applicable) and proposed pump station facilities, incorporating all of the details outlined in Section 20.1, 20.2 and 20.3 of *Recommended Standards for Wastewater Facilities*.
- X Two copies of complete technical specifications.
- X Two copies of the Permit-to-Install Application including Form A, pertinent B & C form(s), and the antidegradation addendum (if applicable)
- x Fee check payable to "Treasurer, State of Ohio."

**21. Signature of the Applicant:** (see Ohio Administrative Code 3745-42-03)

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision and that all the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are substantial penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.*

Typed name: Aaron Klein, P.E. Title: City Engineer

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**NOTE (Who Must Sign):**

The person signing as Applicant is not the applicant's engineer or architect or any other person submitting the Permit-to-Install Application on behalf of the owner. The Applicant should be owner of the facility, business, corporation, company, etc. or the legal responsible entity. It is not the engineer who prepared the plans.



# Antidegradation Addendum

## Division of Surface Water

In accordance with Ohio Administrative Code (OAC) 3745-1-05 Antidegradation, additional information may be required to complete your application for a permit to install (PTI) or National Pollutant Discharge Elimination System (NPDES) permit. For any application that may result in an increase in the level of pollutant being discharged (NPDES and/or PTI) or for which there might be an activity taking place within a stream bed, the processing of the permit(s) may be required to go through procedures as outlined in the antidegradation rule. The rule outlines procedures for public notification and participation as well as the procedures pertaining to the levels of review necessary. The levels of review necessary depend on the degradation being considered/requested. The rule also outlines exclusion from portions of the application and review requirements and waivers that the Director may grant as specified in Section OAC 3745-1-05(D) of the rule. Please complete the following questions. The answers provided will allow the Ohio EPA to determine if additional information is needed. **All projects that require both an NPDES and PTI should submit both applications simultaneously to avoid going through the antidegradation process separately for each permit.**

### A. General Information

|                                    |  |
|------------------------------------|--|
| Applicant:                         | City of Sandusky   |
| Facility Owner:                    | City of Sandusky   |
| Facility Location (city & county): | City of Sandusky, Erie County  |
| Application or Plans Prepared by:  | Jones & Henry Engineers, Ltd.  |
| Project Name:                      | Pier Track Pump Station and Farwell Pump Station Improvements<br>Project |
| NPDES Permit No. (if applicable):  | 2PF00001*OD  |

### B. Antidegradation Applicability

#### Is the application for? (check as many as apply)

|                                     |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Application with no direct surface water discharge ( <i>Projects that do not meet the applicability section of OAC 3745-1-05(B)(1)</i> ). Examples include on-site disposal, extensions of sanitary sewers, spray irrigation, indirect discharge to POTW, etc. <b>Complete Section E.</b>  |
| <input type="checkbox"/>            | Renewal NPDES application or PTI application with no requested increase in loading of currently permitted pollutants. <b>Complete Section E.</b>   |
| <input type="checkbox"/>            | PTI and NPDES application for a new wastewater treatment works that will discharge to a surface water. <b>Complete Sections C &amp; E.</b>   |
| <input type="checkbox"/>            | PTI and/or NPDES application for an expansion/modification of an existing wastewater treatment works discharging to a surface water that will result in any of the following: <ul style="list-style-type: none"> <li>• Addition of any pollutant not currently in the discharge; or</li> <li>• An increase in mass or concentration of any pollutant currently in the discharge; or</li> <li>• An increase in any current pollutant limitation in terms of mass or concentration.</li> </ul> <b>Complete Sections C &amp; E.</b> |
| <input type="checkbox"/>            | PTI application that involves placement of fill or installation of any portion of a sewerage system (i.e., sanitary sewers, pump stations, WWTP, etc.) within 150 feet of a stream bed. <b>Please provide information requested on the stream evaluation addendum and complete Section E.</b>  |
| <input type="checkbox"/>            | Initial NPDES application for an existing treatment works with a wastewater discharge prior to October 1, 1996. <b>Complete Sections D &amp; E.</b>  |
| <input type="checkbox"/>            | Renewal NPDES application or modification to an effective NPDES permit that will result in any of the following: <ul style="list-style-type: none"> <li>• A new permit limitation for a pollutant that previously had no limitation; or</li> <li>• An increase in any mass or concentration limitation of any pollutant that currently has a limitation.</li> </ul> <b>Complete Sections C and E.</b>  |



### C. Antidegradation Information

1. Does the PTI and/or NPDES permit application meet an exclusion as outlined by OAC 3745-1-05(D)(1) of the Antidegradation rule?

☐ Yes. **Complete Question C.2.**

☐ No. **Complete Questions C.3 and C.4.**

2. For projects that would be eligible for exclusions provide the following information:

- a. Provide justification for the exclusion.
- b. Identify the substances to be discharged, including the amount of regulated pollutants to be discharged in terms of mass and concentration.
- c. A description of any construction work, fill or other substances to occur or be placed in or near a stream bed.

3. Are you requesting a waiver as outlined by OAC 3745-1-05(D)(2-7) of the Antidegradation rule? ☐ No ☐ Yes  
If you wish to pursue one of the waivers, please identify the waiver and submit the necessary information to support the request. Depending on the waiver requested, the information required under question C.4. may be required to complete the application.

4. For all projects that do not qualify for an exclusion, a report must accompany this application evaluating the preferred design alternative, non-degradation alternatives, minimal degradation alternatives, and mitigative techniques/measures for the design and operation of the activity. The information outlined below should be addressed in this report. If a waiver is requested, this section is still required.

- a. Describe the availability, cost effectiveness and technical feasibility of connecting to existing central or regional sewage collection and treatment facilities, including long range plans for sewer service outlined in state or local water quality management planning documents and applicable facility planning documents.
- b. List and describe all government and/or privately sponsored conservation projects that may have been or will be specifically targeted to improve water quality or enhance recreational opportunities on the affected water resource.
- c. Provide a brief description of all treatment/disposal alternatives (preferred, non-degradation, minimal degradation and mitigative technique/measure) evaluated for this application and their respective operational and maintenance needs.

**At a minimum, the following information must be included in the report for each alternative evaluated.**

- d. Outline of the treatment/disposal system evaluated, including the costs associated with the equipment, installation, and continued operation and maintenance.
- e. Identify the substances to be discharged, including the amount of regulated pollutants to be discharged in terms of mass and concentration.
- f. Describe the reliability of the treatment/disposal system, including but not limited to the possibility of recurring operation and maintenance difficulties that would lead to increased degradation.
- g. Describe any impacts to human health and the overall quality and value of the water resource.
- h. Describe and provide an estimate of the important social and economic benefits to be realized through this proposed project. Include the number and types of jobs created and tax revenues generated.
- i. Describe environmental benefits to be realized through this proposed project.
- j. Describe and provide an estimate of the social and economic benefits that may be lost as a result of this project. Include the impacts on commercial and recreational use of the water resource.
- k. Describe the environmental benefits lost as a result of this project. Include the impact on the aquatic life, wildlife, threatened or endangered species.
- l. Describe any construction work, fill or other structures to occur or be placed in or near a stream bed.
- m. Provide any other information that may be useful in evaluating this application.

|   |  |
|---|--|
| <b>D. Discharge Information</b>   |  |
| 1. For treatment/disposal systems constructed pursuant to a previously issued Ohio EPA PTI, provide the following information:  |  |
| PTI Number:   |  |
| PTI Issuance Date:  |  |
| Initial Date of Discharge:  |  |
| 2. Has the appropriate NPDES permit application form been submitted including representative effluent data?<br><input type="checkbox"/> Yes <b>Go to Section E.</b> <input type="checkbox"/> No <b>See below.</b>   |  |
| <b>If no, submit the information as applicable under a or b as follows:</b><br>a. For entities discharging process wastewater, attach a completed NPDES 2C form.<br>b. For entities discharging wastewater of domestic origin, attach the results of a least one chemical analysis of the wastestream for all pollutants for which authorization to discharge is being requested and a measurement of the daily volume (gallons per day) of wastewaters being discharged. |  |
| <b>E. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information is, to be best of my knowledge and belief, true, accurate and complete.</b><br><br><b>This section must be signed by the same responsible person who signed the accompanying permit application or certification as per 40 C.F.R. 122.22.</b>   |  |
| Signature:  |  |
| Date:   |  |

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING PAYMENT TO THE STATE OF OHIO ENVIRONMENTAL PROTECTION AGENCY FOR THE SUBMISSION OF THE PERMIT-TO-INSTALL APPLICATION FOR THE PIER TRACK PUMP STATION AND FARWELL PUMP STATION IMPROVEMENTS PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Pier Track Pump Station and Farwell Pump Station Improvements Project involves the replacement of three (3) pumps and the generator at the Pier Track Pump Station located along the eastern side of Cedar Point Road between Cleveland Road and First Street and major improvements to the Farwell Pump Station located along Farwell Street between Second Street and First Street; and

**WHEREAS**, the improvements to the Pier Track and Farwell Pump Stations are required by the Ohio Environment Protection Agency (EPA) pursuant to negotiations related to the CSO General Plan; and

**WHEREAS**, this City Commission authorized and directed the City Manager to enter into an agreement for professional design services with Jones & Henry Engineers, Ltd., of Toledo, Ohio, for the Pier Track Pump Station and Farwell Pump Station Improvements Project by Ordinance No. 17-228, passed on December 11, 2017; and

**WHEREAS**, Jones & Henry Engineers, Ltd. has provided plans and specifications for upgrades and replacement of existing electrical, mechanical, structural, SCADA system, and existing piping systems as needed in both pump station; and

**WHEREAS**, approval by the Ohio EPA will allow the City to finalize plans for construction; and

**WHEREAS**, the permit fee of \$11,900.00 will be charged to the Project and paid with Sewer Funds; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order for the application to be filed with and executed by the Ohio EPA in order to expedite the Project; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby authorizes and directs the City Manager and/or Finance Director to make payment to the Treasurer of the State of Ohio as required by the Ohio EPA on behalf of the City of Sandusky in an amount **not to exceed** Eleven Thousand Nine Hundred and 00/100 Dollars (\$11,900.00) for the submission of the Permit-To-Install application for the Pier Track Pump Station and Farwell Pump Station Improvements Project.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018





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## SANDUSKY POLICE DEPARTMENT

JOHN ORZECZ, POLICE CHIEF

222 MEIGS STREET  
SANDUSKY, OH 44870  
Phone: 419.627.5869  
FAX: 419.627.5862

Website: [www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)  
Facebook: [www.facebook.com/sanduskypolice](https://www.facebook.com/sanduskypolice)

TO: Eric Wobser, City Manager

FROM: Chief John Orzech

DATE: September 26, 2018

RE: Commission Agenda Item

**ITEM FOR CONSIDERATION:** Legislation requesting approval for the City Manager to enter into a contract for bulky and solid waste vehicle inspection services with the Erie County General Health District Board of Health for the period of 12/1/18 through 11/30/19.

**BACKGROUND INFORMATION:** Starting in 2010, the City of Sandusky has entered into contracts with the Erie County General Health District Board of Health for inspection services of all commercial haulers of solid and/or bulky waste who operate within the City of Sandusky. This is in compliance with Section 955.05 of the City of Sandusky Ordinances. Under this Section, all commercial haulers are required to apply for a registration certificate with the City annually and provide proof that all vehicles used for the collection and transportation of solid waste and/or bulky waste within the City have been inspected annually by the Erie County Health Department. The Sandusky Police Department works in conjunction with the Erie County Health Department to register, inspect, and enforce the ordinance. The current contract expires November 30, 2018.

**BUDGET IMPACT:** The City will collect an annual registration fee of fifty dollars (\$50.00) per vehicle, for the purpose of inspection, administration, and enforcement of Chapter 955. One half of the permit fees collected will be paid by the City to the Board of Health for providing bulky and solid waste vehicle inspection services.

**ACTION REQUESTED:** It is requested legislation be adopted allowing the City Manager to enter into a contract for inspection services for the period of 12/1/18 through 11/30/19 with the Erie County General Health District Board of Health. It is requested that this legislation be approved in accordance with Section 14 of the City Charter in order to execute the contract prior to the current contract's expiration date of November 30, 2018, and continue to be in compliance with the City's Ordinance and the Solid Waste Management District Plan.

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John Orzech, Chief of Police

I concur with this recommendation:

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Eric Wobser, City Manager

***SANDUSKY, OHIO – HOME OF 'AMERICA'S ROLLER COAST'®***

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR SERVICES WITH THE ERIE COUNTY GENERAL HEALTH DISTRICT BOARD OF HEALTH FOR BULKY AND SOLID WASTE VEHICLE INSPECTION SERVICES FOR THE PERIOD OF DECEMBER 1, 2018, THROUGH NOVEMBER 30, 2019; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the City Commission approved the Erie County Solid Waste Management District Plan by Resolution No. 018-10R, and the Amendment of Chapter 955 (Solid Waste Disposal) of the Codified Ordinances, both passed on June 28, 2010; and

**WHEREAS**, starting in 2010, the City has entered into contracts with the Erie County General Health District Board of Health for inspection services of all commercial haulers of solid and/or bulky waste who operate within the City; and

**WHEREAS**, pursuant to Section 955.05 of the Codified Ordinances, all commercial haulers of solid and/or bulky waste intending to operate within the City Sandusky are required to apply for a registration certificate with the City annually and provide proof that all vehicles used for the collection and transportation of solid waste and/or bulky waste within the City have been inspected annually by the Erie County Health Department; and

**WHEREAS**, the City will collect an annual registration fee of \$50.00 per vehicle for the purpose of inspection, administration and enforcement of Chapter 955 and one-half of the fees collected will be paid by the City to the Erie County Board of Health; and

**WHEREAS**, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to execute the agreement prior to the current contract's expiration date of November 30, 2018, and continue to be in compliance with the City's Ordinance and the updated Solid Waste Management District Plan; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Police Department, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission approves the Contract for Services with the Erie County General Health District Board of Health for bulky and solid waste vehicle inspection services for the period of December 1, 2018, through November 30, 2019, a copy of which is marked Exhibit "1", and attached to this Resolution and is

specifically incorporated as if fully rewritten herein, together with such revisions or additions as are approved by the Law Director as not being adverse to the City and as being consistent with carrying out the terms of this Resolution, and authorizes and directs the City Manager to sign the Contract for Services on behalf of the City.

Section 2. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

## **CONTRACT FOR SERVICES**

This Contract entered into at Sandusky, Ohio, between the Erie County General Health District Board of Health [Inspector] and the City of Sandusky [City].

WHEREAS, the City is in need of the services of the Inspector to provide solid and bulky waste hauler inspection services; and,

WHEREAS, the Inspector is qualified and willing to provide such services as may be needed by the City, NOW, THEREFORE, it is hereby mutually understood and agreed as follows:

### **A. DUTIES OF INSPECTOR**

1. The Inspector will provide a scheduled inspection of bulky and solid waste hauler trucks that collect waste in enforcement of Chapter 955 of the City codified ordinances for the City during regular hours of operation between 8AM and 5PM Monday through Friday prior to initial registration, or renewal of annual vehicle registration, with the City; and
2. The Inspector will provide scheduled re-inspections of bulky and solid waste hauler vehicles to confirm resolution of documented violations; and
3. The Inspector will provide violation inspection records to the City for consideration prior to registration by the City; and
4. The Inspector will make its authorized representatives available for consultation upon prior request of the City or its authorized representatives; and
5. The Inspector will invoice the City on a monthly basis for all inspections done in that month.

### **B. DUTIES OF THE CITY**

1. The City will provide a list of applicants for solid waste haulers to the Inspector who shall utilize the list for the purposes of inspections; and

2. Any changes or alterations in the City's administrative or regulatory requirements, in regard to bulky or solid waste inspection services, may be done after consultation and approval by the Inspector; and
3. The City agrees to reimburse the Inspector from any collected fees, Twenty-five Dollars (\$25.00) per inspection of any initial or renewal of a registered bulky or solid waste vehicle; payable within 30 days of invoice and vehicle registration as agreed in this Contract.

**C. TERM OF CONTRACT AND TERMINATION OF THIS CONTRACT**

1. This Contract shall become effective on December 1, 2018, and shall remain in effect until November 30, 2019, unless terminated in accordance with this section.
2. Either party may terminate this Contract at any time without cause after giving thirty (30) days notice to the other by simultaneous U.S. Regular and Certified Mail to the addresses listed below.
3. Either Party may terminate this Contract immediately upon notice as given above if:
  - a. The Inspector is no longer able to provide inspections;
  - b. The City no longer has solid waste haulers.
  - c. The City does not provide the required list of applicants for hauling solid waste.

**D. MISCELLANEOUS**

1. Neither agreement or any duties or obligations imposed hereunder shall be assignable by the City or Inspector without the prior written consent of the other party.
2. No modification of this Contract shall be effective unless it is in writing and signed by both Parties.

3. This Contract contains the entire agreement between the Parties and all of the terms and conditions to which the Parties have agreed and supersedes all prior oral or written agreements or understandings concerning the subject matter hereof and shall be interpreted in accordance with the laws of the State of Ohio.

4. Notice: Any notice under this Contract shall be by simultaneous U.S. Regular and Certified Mail, return receipt requested, addressed to the following:

For the City

City of Sandusky  
ATTN: City Manager  
222 Meigs  
Sandusky OH 44870

For the Inspector

Erie County Health Department  
ATTN: Health Commissioner  
420 Superior St.  
Sandusky OH 44870

5. The City and Inspector will provide a resolution and/or approved meeting minutes, herein attached as Exhibit A and Exhibit B, respectively, which authorizes its designated representative to enter into this Contract.
6. If any section, sentence, clause or phrase of this Contract is for any reason held to be illegal, invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity of the remainder of this contract and it shall remain in full force and effect.

**SIGNATURES TO FOLLOW**

FOR THE CITY OF SANDUSKY

\_\_\_\_\_  
Eric L. Wobser, City Manager  
City of Sandusky

\_\_\_\_\_  
Date

\_\_\_\_\_  
Trevor M. Hayberger, Acting Law Director  
City of Sandusky

\_\_\_\_\_  
Date

FOR THE ERIE COUNTY GENERAL HEALTH DISTRICT BOARD OF HEALTH

\_\_\_\_\_  
Peter T. Schade, M.P.H., R.S.  
Health Commissioner  
Erie County General Health District

\_\_\_\_\_  
Date



## COMMUNITY DEVELOPMENT

### *Division of Code Enforcement*

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5913

[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

TO: Eric Wobser, City Manager

FROM: Amanda McClain, Housing Manager

DATE: September 28, 2018

RE: City Commission Agenda Item

**ITEM FOR CONSIDERATION:** Legislation requesting approval to accept nine (9) parcels of nonproductive land situated within the City of Sandusky through the City of Sandusky's Land Reutilization Program for the purpose of facilitating reutilization of the nonproductive land.

**BACKGROUND INFORMATION:** Pursuant to Ordinance No. 07-026 passed June 11, 2007, the City is conducting a Land Reutilization Program in accordance with the provisions of Chapter 5722 of the Ohio Revised Code to acquire vacant and abandoned tax delinquent property with the future goal of productive reuse of the land. The City's ability to assemble land for reuse and redevelopment is critical to stabilizing and rebuilding Sandusky's neighborhoods and is necessary for neighborhood revitalization.

The goal of the City of Sandusky's Land Reutilization Program is to return vacant and abandoned tax delinquent property to productive use that benefits the community. If a property is not producing tax revenues, less money is collected and available for enhancements back in to the community. Also, because the property is abandoned, it is not maintained and often becomes an illegal dumping ground. The City spends thousands of dollars a year maintaining weeds and nuisance conditions on abandoned properties. By returning the property back to a long-term tax producing status, more revenue is generated and available for community improvements and the City will not have to expend funds to maintain it.

The nine (9) parcels requested for acquisition are tax delinquent and have been deemed to be necessary and/or beneficial to the Land Reutilization Program efforts and was approved by a quorum of the Land Bank Committee on September 17, 2018.

Four (4) parcels have vacant structures on them. The structure located at 621 Reese Street is a two story, single family residence with a lot size of 33' X 132'. It has 1,144 sq. ft. of living space with three (3) bedrooms and one (1) bathroom. The structure located at 1533 Clinton Street is a two story, single family, residential structure with a lot size of 66' X 151'. It has four (4)



bedrooms and one (1) bathroom. The structure located at 1425 Huntington Avenue is located in the Sunnyside Acquisition Zone and is a one story, single family residential structure with a lot size of 40' X 120'. It has 576 sq. ft. of living space with two (2) bedrooms and one (1) bathroom. The structure located at 807 F is a one story, single family residential structure with a lot size of 40' X 135'. It has 638 sq. ft. of living space with two (2) bedrooms and one (1) bathroom. It is located in an area of the City zoned Commercial Recreation (CR). Upon acquisition the structures will be evaluated for rehabilitation. Those that can't be rehabilitated will be demolished.

Four (4) parcels are tax delinquent vacant lots. The vacant lot located at 1719 W. Madison Street is located in an area of the City that is zoned Residential/Business (RMF) with a lot size of 94' X 66'. The City recently demolished a condemned commercial structure on this property. It is in delinquent tax foreclosure. It is located next to a vacant lot currently owned by the City on the north east corner of Harrison Street and W. Madison Street. The combined lot size is 115' X 66'. The lots will be marketed together for new development. The City recently demolished a house on the two vacant lots located on Sixth Street. The combined lot size is 78' X 100'. The lots are located in an area of the City zoned single family residential (R1-50) and will be marketed together for new development. The City recently demolished a house on the vacant lot located at 1209 Third Street. The lot size 41' X 133' and is located in an area of the City zoned single family residential (R1-40). If acquired it will be marketed for new development.

There is a small retail structure and parking lot at 1312 Cleveland Road. It is located in an area of the City zoned general business (GB) with a lot size of 100' X 130'. If acquired, it will be marketed for new development.

The Land Bank Committee has determined that the acquisition of the nine (9) parcels is necessary to protect, improve, and preserve the stability of the neighborhood they are located in.

**BUDGET IMPACT:** The cost of these acquisitions will be approximately nine hundred and nine dollars (\$909.00) to pay for the title exams and transfer fees. The City will not collect the three thousand five hundred fifty six dollars and seventy cents (\$3,556.70) owed to the City in special assessments, nor will the taxing districts collect the fourteen thousand eight hundred sixty six dollars and nineteen cents (\$14,866.19) owed in delinquent taxes. However, all or part of these costs may be recouped and reimbursed upon the sale of the parcels. As the properties are put back into tax producing status, the taxing districts will once again begin collecting real estate taxes of approximately five thousand two hundred forty one dollars and fifty two cents (\$5,241.52) per year.

**ACTION REQUESTED:** It is requested legislation be adopted allowing the City Manager to acquire 9 (9) parcels of land through the City of Sandusky's Land Reutilization Program. It is further requested that the legislation be passed under suspension of the rules and in full

accordance with Section 14 of the City Charter in order to allow the Erie County Prosecutor's Office to proceed with the Sheriff's sales and judicial foreclosure process in a timely manner.

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Amanda J. McClain, Housing Manager

I concur with this recommendation:

---

Matt Lasko, Chief Development Officer

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Eric L. Wobser, City Manager

Erie County, Ohio - Property Record Card  
Parcel: 57-05240.000 Card: 1

GENERAL PARCEL INFORMATION

Owner BLADE PAUL E TRUSTEE  
Property Address 621 REESE SANDUSKY OH 33447  
Mailing Address 621 REESE ST

Land Use 510 - SINGLE FAMILY RESIDENCE  
Legal Description 37 38 MEIGS ST E 1/2 OF W 1/3

Neighborhood 5755751 -  
School District SANDUSKY SD

MAP NUMBER: 5

VALUATION

|                    | Appraised   | Assessed    |
|--------------------|-------------|-------------|
| Land Value         | \$8,070.00  | \$2,820.00  |
| Improvements Value | \$44,480.00 | \$15,570.00 |
| CAUV Value         | \$0.00      | \$0.00      |
| Total Value        | \$52,550.00 | \$18,390.00 |

LAND

| Land Type     | Acreage | Depth | Frontage | Depth | Value      |
|---------------|---------|-------|----------|-------|------------|
| F - FRONT LOT | 0.1     | 132   | 33       | 94    | \$8,070.00 |



AGRICULTURAL

| Land Type | Land Usage | Soil Type | Acres | Value |
|-----------|------------|-----------|-------|-------|
|-----------|------------|-----------|-------|-------|

SALES

| Date       | Buyer                 | Seller                  | Price    |
|------------|-----------------------|-------------------------|----------|
| 6/29/2016  | BLADE PAUL E TRUSTEE  | BLADE PAUL E & JOAN E   | \$0      |
| 4/22/2005  | BLADE PAUL E & JOAN E | SHUPP PHILIP            | \$0      |
| 1/13/2004  | SHUPP PHILIP          | BLADE PAUL E & JOAN E   | \$52,000 |
| 10/31/2003 | BLADE PAUL E & JOAN E | WILD JOHN L             | \$40,000 |
| 3/16/1995  | WILD JOHN L           | WILD JOHN L & ELIZABETH | \$35,000 |





08/27/2018

621 Reese



# Erie County, Ohio - Property Record Card

Parcel: 58-01177.000 Card: 1

## GENERAL PARCEL INFORMATION

Owner JOHNSON WILLIA MAE  
 Property Address 1533 CLINTON SANDUSKY OH 448702910  
 Mailing Address 1533 CLINTON ST

Land Use 510 - SINGLE FAMILY RESIDENCE  
 Legal Description OL 33 SE COR W OF CITY S PT 66'X151'

Neighborhood 5855814 -  
 School District SANDUSKY SD

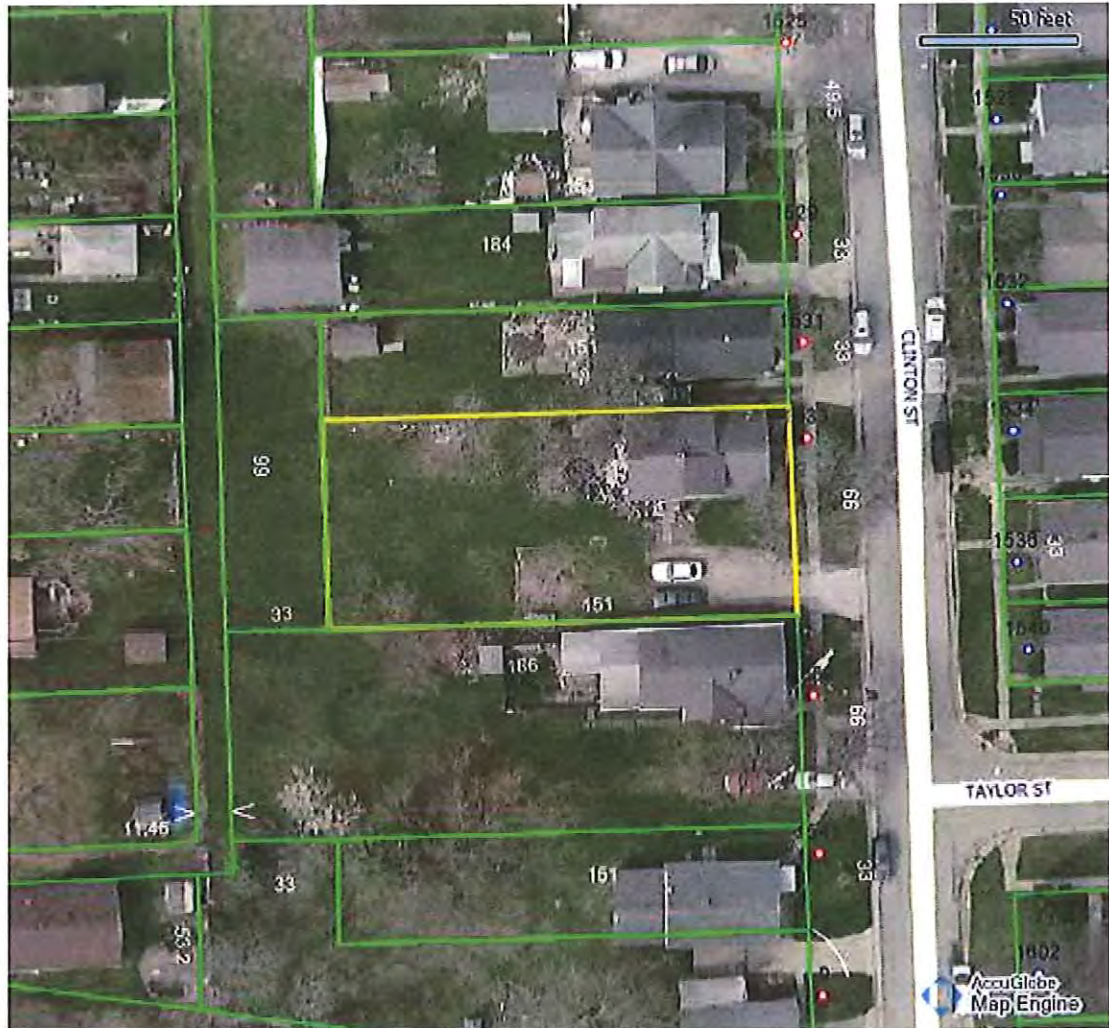
MAP NUMBER: 20

## VALUATION

|                    | Appraised   | Assessed    |
|--------------------|-------------|-------------|
| Land Value         | \$14,190.00 | \$4,970.00  |
| Improvements Value | \$37,350.00 | \$13,070.00 |
| CAUV Value         | \$0.00      | \$0.00      |
| Total Value        | \$51,540.00 | \$18,040.00 |

## LAND

| Land Type     | Acreage | Depth | Frontage | Depth | Value       |
|---------------|---------|-------|----------|-------|-------------|
| F - FRONT LOT | 0.2288  | 151   | 66       | 100   | \$14,190.00 |



## AGRICULTURAL

| Land Type | Land Usage | Soil Type | Acres | Value |
|-----------|------------|-----------|-------|-------|
|-----------|------------|-----------|-------|-------|

## SALES

| Date     | Buyer              | Seller  | Price |
|----------|--------------------|---------|-------|
| 1/1/1987 | JOHNSON WILLIA MAE | Unknown | \$0   |





1533 Clinton

08/29/2018



# Erie County, Ohio - Property Record Card

Parcel: 57-02693.000 Card: 1

## GENERAL PARCEL INFORMATION

Owner MAYO HOLLIES PEGGY J  
 Property Address 1425 HUNTINGTON SANDUSKY OH 44870  
 Mailing Address 2703 MERRIWEATHER DR

Land Use 510 - SINGLE FAMILY RESIDENCE  
 Legal Description 1166 HUNTINGTON AVE W

Neighborhood 5755729 -  
 School District SANDUSKY SD

MAP NUMBER: 47

## VALUATION

|                    | Appraised   | Assessed    |
|--------------------|-------------|-------------|
| Land Value         | \$9,260.00  | \$3,240.00  |
| Improvements Value | \$20,040.00 | \$7,010.00  |
| CAUV Value         | \$0.00      | \$0.00      |
| Total Value        | \$29,300.00 | \$10,250.00 |

## LAND

| Land Type     | Acreage | Depth | Frontage | Depth | Value      |
|---------------|---------|-------|----------|-------|------------|
| F - FRONT LOT | 0.1102  | 120   | 40       | 89    | \$9,260.00 |



## AGRICULTURAL

| Land Type | Land Usage | Soil Type | Acres | Value |
|-----------|------------|-----------|-------|-------|
|-----------|------------|-----------|-------|-------|

## SALES

| Date     | Buyer                | Seller           | Price    |
|----------|----------------------|------------------|----------|
| 5/2/2003 | MAYO HOLLIES PEGGY J | JONES JOHN LOUIS | \$18,000 |





1425 Huntington

08/27/2018



Erie County, Ohio - Property Record Card  
Parcel: 57-05894.000 Card: 1

GENERAL PARCEL INFORMATION

Owner RUHLING MICHAEL A & DANIEL J RUHLING  
Property Address 807 F SANDUSKY OH 44870  
Mailing Address 3512 ALLEGHANY RD  
  
Land Use 510 - SINGLE FAMILY RESIDENCE  
Legal Description 777 SEC ST LKWD SUB 40X135 & N1/2 VAC  
ALLEY BTW E & F STS 5X40  
Neighborhood 5755758 -  
School District SANDUSKY SD

MAP NUMBER: 45

VALUATION

|                    | Appraised   | Assessed    |
|--------------------|-------------|-------------|
| Land Value         | \$11,440.00 | \$4,000.00  |
| Improvements Value | \$18,520.00 | \$6,480.00  |
| CAUV Value         | \$0.00      | \$0.00      |
| Total Value        | \$29,960.00 | \$10,480.00 |

LAND

| Land Type     | Acreage | Depth | Frontage | Depth | Value       |
|---------------|---------|-------|----------|-------|-------------|
| F - FRONT LOT | 0.124   | 135   | 40       | 98    | \$10,190.00 |
| F - FRONT LOT | 0.0046  | 5     | 40       | 12    | \$1,250.00  |

AGRICULTURAL

| Land Type | Land Usage | Soil Type | Acres | Value |
|-----------|------------|-----------|-------|-------|
|-----------|------------|-----------|-------|-------|



SALES

| Date      | Buyer                 | Seller                | Price    |
|-----------|-----------------------|-----------------------|----------|
| 7/14/2017 | RUHLING MICHAEL A &   | BECK ROBERT J JR ETAL | \$0      |
| 8/27/2012 | BECK ROBERT J JR ETAL | DELAPP CRAIG W        | \$18,000 |
| 7/26/2012 | DELAPP CRAIG W        | SCHLETT DOUGLAS C &   | \$0      |
| 7/26/2012 | SCHLETT DOUGLAS C &   | SCHLETT DOUGLAS ETAL  | \$0      |
| 4/30/2012 | SCHLETT DOUGLAS ETAL  | DELAPP BARBARA E      | \$0      |
| 3/17/2004 | DELAPP BARBARA E      | DELAPP BARBARA E SUC  | \$0      |
| 3/17/2004 | DELAPP BARBARA E SUC  | DELAPP HARRY TRUSTEE  | \$0      |





807 F

08/27/2018



[Print](#) | [Back](#)

Erie County GIS



Notes

- 59-00151.000 - 1719 W. Madison
- 59-00810.000 - Land Bank property



Erie County GIS



Notes

2 vacant lots on Sixth Street



Erie County GIS



Notes

1209 Third Street



Erie County GIS



Notes

1312 Cleveland Road





1312 Cleveland

07.13.2017



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AND ACCEPTING CERTAIN REAL PROPERTY FOR ACQUISITION INTO THE LAND REUTILIZATION PROGRAM; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, pursuant to Ordinance No. 07-026 passed June 11, 2007, the City is conducting a Land Reutilization Program in accordance with the provisions of Chapter 5722 of the Ohio Revised Code; and

**WHEREAS**, it is requested that the City accept nine (9) parcels of nonproductive land situated within the City of Sandusky as further described in attached Exhibit "A", for placement in the Land Reutilization Program Inventory; and

**WHEREAS**, it is necessary to acquire the nonproductive land parcels in accordance with the City of Sandusky's Land Reutilization Program in order to facilitate reutilization of the nonproductive land to support neighborhood revitalization and development within the City; and

**WHEREAS**, upon City Commission approval, four (4) parcels with vacant structures located at 621 Reese Street, 1533 Clinton Street, 1425 Huntington Avenue, and 807 F Street will be evaluated for rehabilitation; and

**WHEREAS**, upon City Commission approval, one (1) vacant lot located at 1719 W. Madison Street, that will be combined with an adjoining City owned property, two (2) vacant lots located on Sixth Street that will be combined, and one (1) vacant lot located at 1209 Third Street, will be marketed for future development; and

**WHEREAS**, upon City Commission approval, one (1) parcel with a small retail structure and parking lot location at 1312 Cleveland Road will be marketed for future development; and

**WHEREAS**, these nine (9) parcels of land requested for acquisition are tax delinquent and have been deemed to be necessary and/or beneficial to the Land Reutilization Program efforts by the Land Bank Committee on September 17, 2018, and any future sales of the parcels requested for acquisition will be presented to the City Commission by Ordinance for approval of disposition and sale; and

**WHEREAS**, the cost for these acquisitions will be approximately \$909.00, for the cost of title exams and transfer fees and may be recouped by the City upon sale of the properties; and

**WHEREAS**, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City in order to allow the Erie County Prosecutor's Office to proceed with the Sheriff's sales and judicial foreclosure process in a timely manner; and



**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter; and NOW, THEREFORE

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission hereby approves and accepts for acquisition into the Land Reutilization Program nine (9) parcels of nonproductive land situated within the City of Sandusky, as further described in Exhibit "A", a copy of which is attached to this Resolution and specifically incorporated herein.

Section 2. This City Commission authorizes and directs the City Manager to acquire the nonproductive land in accordance with the City of Sandusky's Land Reutilization Program in order to facilitate reutilization of the nonproductive land to support neighborhood revitalization and development within the City.

Section 3. If any section, phrase, sentence, or portion of this Resolution is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 5. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take

**PAGE 3 - RESOLUTION NO. \_\_\_\_\_**

immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

## Exhibit A

| Parcel               | Address   | Owner(s)                    | Del. Taxes | Assessments | P&I*     | Total Owed | Yearly Taxes and Assessments |
|----------------------|---|-----------------------------|------------|-------------|----------|------------|------------------------------|
| 57-05240.000         | 621 Reese   | Paul E. Blade, Trustee      | 1,816.12   | 0.00        | 273.46   | 2,089.58   | 1,056.90                     |
| <b>Proposed Use:</b> | This is a vacant single famiy residential structure located in an area of the City zoned single family residential (R1-40) with a lot size of 33' X 132'. It has 1,144 sq. ft. of living space with 3 bedrooms and one bath. If acquired, it will be evaluated for rehabilitation.  |                             |            |             |          |            |                              |
| 58-01177.000         | 1533 Clinton  | Willia Mae Johnson          | 1,012.16   | 877.11      | 156.89   | 2,046.16   | 1,012.16                     |
| <b>Proposed Use:</b> | This is a vacant single famiy residential structure located in an area of the City zoned single family residential (R1-40) with a lot size of 66' X 151'. It has 1,182 sq. ft. of living space with 4 bedrooms and one bath. If acquired, it will be evaluated for rehabilitation.  |                             |            |             |          |            |                              |
| 57-02693.000         | 1425 Huntington   | Peggy J. Hollies Mayo       | 315.50     | 957.49      | 305.59   | 1,578.58   | 589.10                       |
| <b>Proposed Use:</b> | This is a vacant single famiy residential structure located in an area of the City zoned single family residential (R1-40) with a lot size of 40' X 120'. It has 576 sq. ft. of living space with 2 bedrooms and one bath. If acquired, it will be evaluated for rehabilitation.  |                             |            |             |          |            |                              |
| 57-05894.000         | 807 F   | Michael & Daniel J. Ruhling | 508.99     | 0.00        | 186.68   | 695.67     | 602.30                       |
| <b>Proposed Use:</b> | This is a condemned single famiy residential structure located in an area of the City zoned commercial recreation (CR) with a lot size of 40' X 135'. It has 638 sq. ft. of living space with 2 bedrooms and one bath. If acquired, it will be demolished.  |                             |            |             |          |            |                              |
| 59-00151.000         | 1719 W. Madison   | DBL Holdings LLC            | 504.36     | 751.03      | 98.86    | 1,354.25   | 208.04                       |
| <b>Proposed Use:</b> | This is a vacant lot located in an area of the City zoned residential/business (RRB) with a lot size of 44' X 66'. A condemned commercial structure was demolished on this site. The vacant lot to the west is currently in the Land Bank inventory with a combined lot size of 94 X 66'. If acquired, it will be marketed for new development. |                             |            |             |          |            |                              |
| 57-01002.000         | 1816 Sixth  | Girtha & Samantha Shine     | 1,800.90   | 239.97      | 401.24   | 2,442.11   | 474.10                       |
| 57-00678.000         | 0 Sixth   | Girtha & Samantha Shine     | 627.62     | 0.00        | 137.65   | 765.27     | 164.94                       |
| <b>Proposed Use:</b> | These are vacant lots located in an area of the City zoned single family residential (R1-50) with a combined lot size of 78' X 100'. a condemned single family structre was demolished on this site. If acquired, it will be marketed for redevelopment.  |                             |            |             |          |            |                              |
| 57-03581.000         | 1209 Third  | Russell R. Perla            | 484.88     | 576.33      | 86.46    | 1,147.67   | 242.50                       |
| <b>Proposed Use:</b> | This is a vacant lot located in an area of the City zoned single family residential (R1-40) with a lot size of 41' X 133'. A condemned single family structre was demolished on this site. If acquired, it will be marketed for new development.  |                             |            |             |          |            |                              |
| 57-01024.000         | 1312 Cleveland  | Joseph D. Crisp             | 2,193.49   | 154.77      | 398.64   | 2,746.90   | 891.48                       |
| <b>Proposed Use:</b> | This is a small retail stucture and parking lot located in an area of the City zoned general business (GB) with a lot size of 100' X 130'. If acquired, it will be marketed for new development.  |                             |            |             |          |            |                              |
| Total                |   |                             | 9,264.02   | 3,556.70    | 2,045.47 | 14,866.19  | 5,241.52                     |



## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Aaron M. Klein, P.E.

Date: September 27, 2018

Subject: **Commission Agenda Item – Changes to ODOT Agreement for Maintenance of State Route 2 in Sandusky City Limits**

**ITEM FOR CONSIDERATION:** Legislation to approve changes to the amendment agreement with Ohio Department of Transportation (ODOT) for maintenance of State Route 2, located within the city limits.

**BACKGROUND INFORMATION:** Per state law, maintenance of state routes and US routes are the responsibility of the municipality where they cross through the corporation limit. Ordinance 8203-C, passed March 27, 1978, required the City of Sandusky to annually pay ODOT for maintenance that includes but is not limited to snow plowing.

Beginning in the late 1990's an informal arrangement with ODOT was that the City plowed Cleveland Road from the City limits to Camp Road in Huron Township for ODOT and in return ODOT had "forgiven" the actual charges for snow and ice control costs on S.R. 2 within the City limits. In 2010, City staff worked out a new agreement with ODOT to include language that provided for this past practice of swapping of services and in 2012 approved a similar agreement which renews annually unless either party terminates the agreement.

In September 2018, ODOT proposed a new modification to the agreement, effective July 1, 2018, through July 1, 2019, whereby the City will perform snow and ice control on 5.312 lane miles of S.R. 101 from approximately .2 miles south of S.R. 2 to the southern City limit, including two (2) and four (4) lane sections, instead of the previous location on Cleveland Road. ODOT will continue to brine the overhead bridge on S.R. 101 as a pre-treatment and will assist the removal of the snow along the walls. The City is to plow and salt the bridge as normal within the limits of the swap being to the south of the bridge over S.R. 2. This new arrangement will bring the swapped lane miles closer to even, with ODOT offering to take on more actual plowed miles to accommodate increased traffic on Cleveland Road due to the Cedar Point Sports Center expansion. In addition, the area proposed provides a safer turn-around point for City staff on S.R. 101. If approved the red-lined items will be accepted on the agreement.

**BUDGETARY INFORMATION:** This modification will have no budgetary impact to the contract as these services are swapped evenly. The total cost for the State Route 2 maintenance services unrelated to plowing and deicing for dates 7/1/17 through 6/30/18, was \$28,193.14 and paid to ODOT on 9/20/18.

**ACTION REQUESTED:** It is recommended that proper legislation be prepared approving changes to the agreement with ODOT for maintenance of S.R. 2 and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to implement this change prior to the cold weather season.

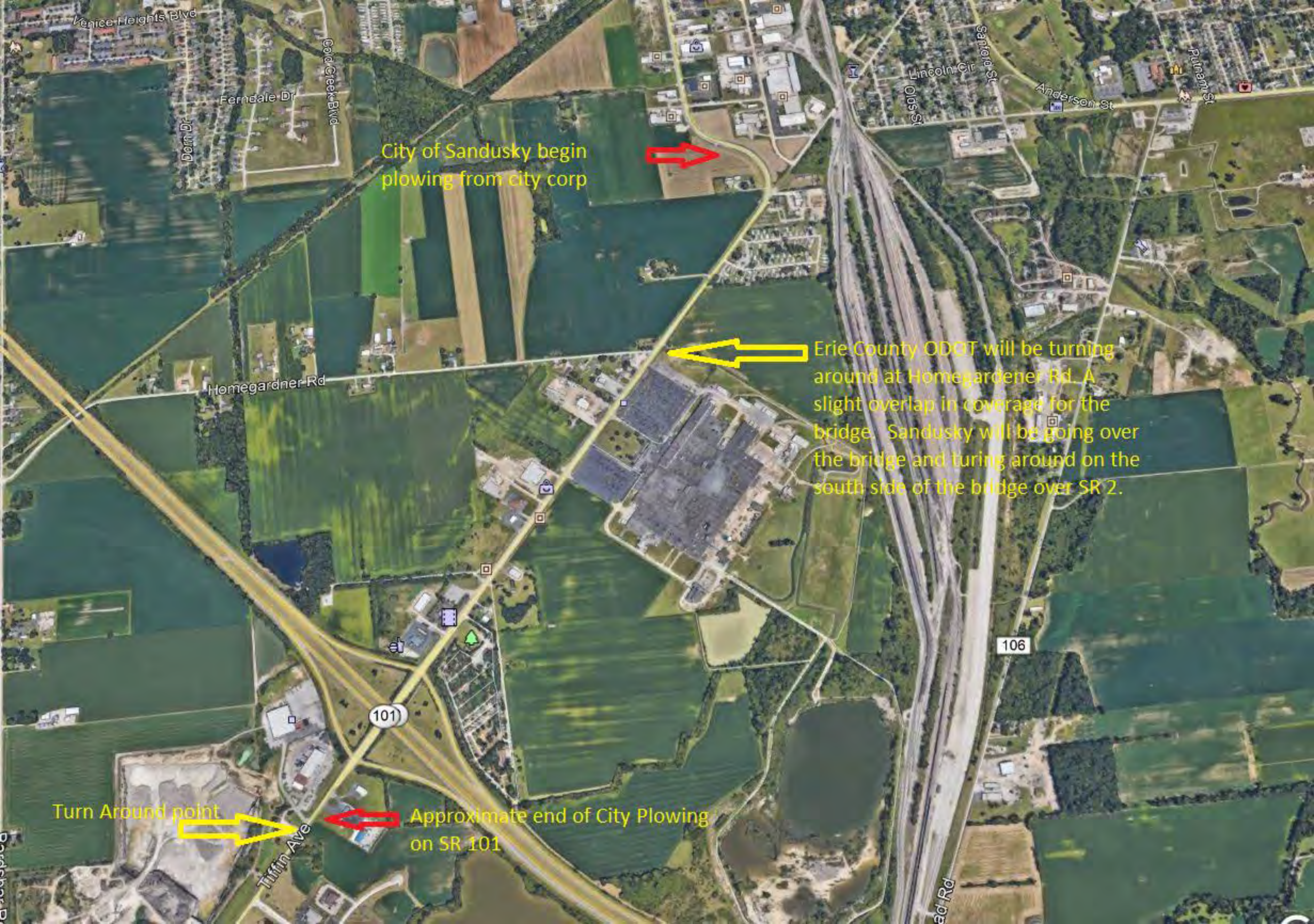
I concur with this recommendation:

---

Eric Wobser, City Manager

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director





City of Sandusky begin  
plowing from city corp



Erie County ODOT will be turning  
around at Homegardner Rd. A  
slight overlap in coverage for the  
bridge. Sandusky will be going over  
the bridge and turning around on the  
south side of the bridge over SR 2.



Turn Around point



Approximate end of City Plowing  
on SR 101





**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR THE MAINTENANCE OF STATE ROUTE 2 IN THE CITY OF SANDUSKY BY THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PERIOD OF JULY 1, 2018, THROUGH JUNE 30, 2019; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the City of Sandusky consented to the maintenance of State Route 2 within the corporate limits of the City that may include but is not limited to snow plowing, drainage repair, guardrail and pavement patching and crack sealing by the Ohio Department of Transportation by Ordinance 8203-C, passed on March 27, 1978, and further agreed to annually pay the Ohio Department of Transportation for said services; and

**WHEREAS**, since the late 1990's the City has plowed Cleveland Road from the City Limits to Camp Road in Huron Township for the Ohio Department of Transportation and in return ODOT has "forgiven" the actual charges for snow and ice control costs on S.R. 2 within the City limits for which ODOT provides service in addition to the routine maintenance; and

**WHEREAS**, in 2010, the City and the Ohio Department of Transportation approved a new agreement that included language to reflect the current arrangement and to change the term of the agreement to coincide with ODOT's fiscal year which ends on June 30th; and

**WHEREAS**, in September of 2018, ODOT proposed a new modification to the agreement whereby the City will perform snow and ice control on a section of S.R. 101 instead of the previous section location on Cleveland Road; and

**WHEREAS**, this proposed agreement between the City of Sandusky the Ohio Department of Transportation is effective for the period of July 1, 2018, through June 30, 2019, and will renew annually unless either party determines to terminate the agreement; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately execute the agreement and allow the changes to be implemented prior to the cold weather season; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. This City Commission approves the form of the Agreement with the Ohio Department of Transportation for the maintenance of State Route 2 in the City of Sandusky for the period of July 1, 2018, through June 30, 2019, a copy of which is marked Exhibit "A", and attached to this Ordinance and is specifically incorporated as if fully rewritten herein, together with such revisions or additions as are approved by the Law Director as not being adverse to the City and as being consistent with carrying out the terms of this Ordinance, and authorizes and directs the City Manager to sign the Agreement on behalf of the City.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

## **SANDUSKY AGREEMENT**

This Agreement is made by and between the State of Ohio, Department of Transportation, 1980 West Broad Street, Columbus, Ohio 43223 (ODOT), hereinafter referred to as **STATE**, and the City of Sandusky, 222 Meigs Street, Sandusky, OH 44870, hereinafter referred to as **CITY**.

### **1. Introduction**

- 1.1 Pursuant to Ohio Revised Code Sections 5501.03(A), 5501.31, and 5511.01, the Ohio General Assembly has provided that the Director of the Ohio Department of Transportation shall have general supervision of all roads comprising the State Highway System outside of a municipal corporation, including maintenance and repair thereof, and that the director may enter into such contracts necessary to fulfill such supervision and maintenance.
- 1.2 Major Repair, Rehabilitation or Reconstruction – The STATE shall continue to program projects and let contracts for major repair, reconstruction and/or rehabilitation as determined by the STATE in accordance with departmental policies. These projects shall include, but not be limited to, resurfacing in accordance with STATE pavement policies, major bridge repair, bridge painting, bridge deck replacement, upgrading of signs, or major drainage repairs. These projects will be programmed and administered by the STATE to maximize the use of Federal funds.
- 1.3 Pursuant to Ohio Revised Code Section 723.01, it is the duty of CITY to maintain all highways within the limits of its municipal corporation.
- 1.4 In the interest of public safety and convenience, it is the desire of the parties hereto to enter into an agreement for performing snow and ice control and routine maintenance on certain portions of state highway in and around the city of Sandusky.

### **2 Snow and Ice Removal**

- 2.1 The STATE will perform snow and ice control on the following portions of roadway within the corporation limits:
  - SR2: from rural areas west of Sandusky to rural areas east of Sandusky. This includes lane miles within the city of Sandusky [3.79 to 4.84 (1.05 miles x 4 lanes) = 4.20 lane miles]
  - SR2 Ramps at US6 (west jct.): within the city of Sandusky - approximately 2.40 lane miles
- 2.2 The CITY will perform snow and ice control on the following portions of roadway outside of the corporation limits:
  - SR101: from 6.0 mm (approx 0.2 south of SR2) to South Corp. 7.623 (including 2 and 4 lane sections) = 5.312 lane miles



## 2.3 Snow and Ice Control

2.3.1 The goal of effective snow and ice control is to provide traction and uniformity of the pavement surface, as soon as practical.

2.3.2 Guidelines from the Ohio Department of Transportation Maintenance Administration Manual

### Route Goals during an Event

First Priority - Maintain 90% clear pavement when practical. (Edge line to Edge line)

Second Priority - Maintain 60% clear pavement when practical. (Edge line to Edge line)

Third Priority - Maintain 50% clear pavement when practical. (Edge line to Edge line)

### Cleanup after an Event

First Priority - Obtain 100% clear pavement as soon as practical. (Edge line to Edge line)

Second and Third Priority - Obtain 95% clear pavement as soon as practical. (Edge line to Edge line)

2.3.3 Route Priorities

SR2 = First Priority

US6 = First Priority

## 3. **Routine Maintenance**

3.1 Routine maintenance is defined as the act of preserving and keeping each type of roadway, roadside structure or facility within the right-of-way as nearly as possible in its original condition as constructed or as subsequently improved, to provide satisfactory and safe highway transportation. Routine maintenance may include, but may not be limited to: crack sealing, pothole patching, pavement repairs, pavement markings (long line and auxiliary), sign repair, mowing, possibly herbicidal spraying, street and bridge sweeping, litter pickup, guardrail repair, lighting maintenance, minor drainage repairs (less than \$15,000 total cost) as determined by the CITY or STATE depending on jurisdiction, catch basin and drainage structure cleaning.

3.2 This agreement excludes permit issuance, signal maintenance, culvert replacements and major drainage repairs (\$15,000 total cost or more). These items will remain the responsibility of the agency with jurisdictional responsibility based on corporation limits. (in City = CITY; rural = STATE).

3.3 The STATE will perform routine maintenance on the following portions of roadway within the city:

- SR2: from rural areas west of Sandusky to rural areas east of Sandusky. This includes lane miles within the city of Sandusky [3.79 to 4.84 (1.05 miles x 4 lanes) = 4.20 lane miles]
- SR2 Ramps at US6 (west jct.): within the city of Sandusky - approximately 2.40 lane miles

3.4 The CITY will perform routine maintenance on the following portions of roadway within rural areas:

none

#### 4 **Signal/Lighting Maintenance**

4.1 This agreement does not include signal maintenance; the CITY will continue to perform preventive and routine maintenance on systems within the city and the STATE will maintain the systems within their jurisdiction.

#### 5 **Notices**

Notices given under the terms of this Agreement shall be deemed sufficiently received if in the case of notice to either party, such notice is mailed by certified or registered United States Mail or is personally delivered to either party=s above referenced address.

#### 6. **Reimbursement / exchange of services**

6.1 As reimbursement for STATE performing snow and ice control on the sections described, the CITY shall perform snow and ice control on those portions of the highways described; in accordance with the procedures, as applicable, set forth in this agreement (from section 900 of the Maintenance Administration Manual).

6.2 As reimbursement for the STATE performing routine maintenance on the sections described the CITY shall reimburse the STATE for the cost.

6.2.1 The STATE shall use a formula to calculate appropriate routine maintenance costs, excluding snow and ice removal (snow and ice costs are traded per 6.1). The STATE will track all routine maintenance costs on SR2 within Erie county and determine a per lane mile cost based on all SR2 lane miles, including ramps, within Erie and apply this rate to the lane miles maintained in Sandusky (6.6 lane miles).

7. **Dispute Resolution**

- 7.1 In the event a dispute arises regarding responsibilities under this Agreement, notification of such dispute shall be sent to the District Deputy Director of District 3, Ohio Department of Transportation, and a designated representative of the City of Sandusky, in writing, within 90 days of discovery of such dispute. In such notification, the disputing party shall present such evidence as may support their position. Within a reasonable time, District Deputy Director of District 3, Ohio Department of Transportation, and a designated representative of the City of Sandusky shall review the facts and circumstances surrounding the dispute for the purpose of determination. Said dispute shall be resolved within a reasonable period of time.

8. **Time of Performance: Termination**

- 8.1 This Agreement shall be effective for the time frame of date of signing through June 30, 2019. The agreement will renew annually for July 1 thru June 30 unless either party determines to terminate per 8.2
- 8.2 Either party may unilaterally terminate this Agreement by giving thirty (30) days written notice to the other party.

9. **Third Parties**

- 9.1 Nothing stated in this Agreement shall inure to the benefit of any third parties. Nothing stated in this Agreement shall act as a waiver of any immunities or defenses available to either party, either by statute or common law.

10. **Equal Employment Opportunity**

- 10.1 In carrying out this Agreement, CITY shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, or age. CITY will ensure that applicants are hired and that employees are treated during employment without regard to their race, religion, color, sex, national origin, disability, or age. Such action shall include, but not be limited to, the following: Employment, Upgrading, Demotion, or Transfer; Recruitment or Recruitment Advertising; Layoff or Termination; Rates of Pay or other forms of Compensation; and Selection for Training including Apprenticeship.
- 10.2 CITY agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. CITY will, in all solicitations or advertisements for employees placed by or on behalf of CITY, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, disability, or age. CITY shall incorporate the foregoing requirements of this paragraph in all of its contracts for any of the work prescribed herein (other than subcontracts for standard commercial supplies or raw materials) and will require all of its subcontractors for any part of such work to incorporate such requirements in all subcontracts for such work.

11. **Responsibility for Claims**



11.1 Each party to this Agreement recognizes that the other is self-insured. Nothing in this Agreement shall be construed as an indemnification by one party of the other for liabilities of the other party or third parties for property loss or damage or personal injury or death arising out of and/or during the use described in this Agreement. Any liability for claim for property loss or damage or personal injury or death by a party, its employees, agents, invitees, or contractors, or by third persons, arising out of and during the activities associated with the Agreement shall be determined in accordance with laws of the State of Ohio.

12. **Compliance with Law**

12.1 CITY agrees to comply with all applicable federal, state, and local laws in the conduct of the work hereunder. CITY accepts full responsibility for payment of all taxes including without limitation, workers' compensation, unemployment compensation insurance premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by CITY in the performance of the work authorized by this Agreement. ODOT shall not be liable for any taxes under this Agreement.

13. **Certification of Funds**

13.1 It is expressly understood by the parties that none of the rights, duties, and obligations described in this Agreement shall be binding on either party until all statutory provisions under the Ohio Revised Code, including but not limited to Section 126.07, have been complied with and until such time as all necessary funds are made available and forthcoming from the appropriate state agencies, and, when required, such expenditure of funds is approved by the General Assembly and by the Controlling Board of the State of Ohio or, in the event that federal funds are used, until such time that the State gives CITY written notice that such funds have been made available to STATE by STATE's funding source.

14. **Change or Modification**

14.1 This Agreement constitutes the entire agreement between the parties, and any changes or modifications to this Agreement shall be made and agreed to in writing.

15. **Assignment**

15.1 CITY may assign this Agreement and any of its rights, duties and obligations hereunder to the Erie County Board of County Commissioners. No Further assignment shall be made without the prior express written consent of the both parties. CITY shall provide ODOT a copy of any additional agreement(s) that would assign its rights, duties and obligations hereunder to the Erie County Board of County Commissioners.

16. **Construction**

16.1 This Agreement shall be construed and interpreted and the rights of the parties determined in accordance with the laws of the State of Ohio.

17. **Drug Free Workplace**

17.1 CITY agrees to comply with all applicable state and federal laws regarding a drug free workplace. CITY shall make a good faith effort to ensure that all CITY employees, while working on state property, will not purchase, transfer, use or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

18. **Signatures**

18.1 Any person executing this Agreement in a representative capacity hereby warrants that he/she has been duly authorized by his/her principal to execute this Agreement on such principal's behalf.

IN WITNESS THEREFORE, the parties hereunto have caused this Agreement to be executed by officials thereunto duly authorized as of the day and year last written below.

FOR THE OHIO DEPARTMENT OF  
TRANSPORTATION

FOR THE CITY OF SANDUSKY

\_\_\_\_\_  
Jerry Wray  
Director  
Ohio Department of Transportation

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Aaron Klein, Director

Date: September 27, 2018

**Subject: Commission Agenda Item – Design-Build Agreement with Kokosing Industrial, Inc. for the Shoreline Drive Rehabilitation project**

**ITEM FOR CONSIDERATION:** Legislation awarding a design-build contract to Kokosing Industrial, Inc. of Toledo, Ohio to complete engineering design and construction for the Shoreline Drive Rehabilitation project.

**BACKGROUND INFORMATION:** The adopted Bicentennial Comprehensive Plan proclaimed a desire to reconstruct Shoreline Drive in coordination with the rehabilitation of the Jackson Street Pier. In 2016, the City entered into a Professional Services agreement with Osborn Engineering and City Architecture to engage the public throughout a lengthy conceptual planning and design process. The City then entered into a second Professional Services agreement for a similar process on Jackson Street Pier to ensure synergy between the two projects. The final conceptual plan was supported by Sandusky City Planning Commission on November 15, 2017, and accepted by Sandusky City Commission on December 11, 2017.

In December 2017, under Ordinance 17-224, the City entered into a Professional Services agreement with Osborn Engineering and City Architecture to complete the preliminary design process as the criteria engineer in accordance with the Design-Build process described in the Ohio Revised Code. Drawings were designed to over 40% complete and a Request for Qualifications (RFQ) was issued for eligible Design-Build Teams (DBT).

Eight qualification packets were reviewed by staff and four of those firms were selected to proceed with the RFP process. Three proposals were received in accordance with the detailed process, and all three firms were interviewed. Technical proposals and price proposals were reviewed, and the weighted selection formula was applied to all three based on the following categories: maintenance of traffic, design management, proposed design, construction management, construction, quality management, community relations, aesthetic enhancements, pre-qualifications, interview and cost. On July 13, the DBT of Kokosing Industrial, Inc. and WSP USA, Inc. were selected as the “best value” Proposer.

Throughout the preliminary design process, there were several discussions regarding potential cost-savings, amenities and whether items should be considered as alternates. In addition, as Osborn began diving into the City’s utilities, which were not a focal point of the conceptual design, it was evident that quite a bit of sanitary sewer, storm sewer and water main improvements were needed. The base bid included typical reconstruction of the roadway, parking, multi-use paths, lighting and burial of low-voltage utilities between Jackson Street and the city-owned transient marina. Alternates included:



|                  |  |
|------------------|--|
| Add Alternate A: | Further evaluation of safety improvements and possible closure of Shoreline from Hancock to Water Street |
| Add Alternate B: | Utility Burial from Jackson to Wayne   |
| Add Alternate C: | Utility Burial from Wayne to Facer Park  |

Based on conversations from the conceptual design process, staff thought it was extremely important to see if there was an opportunity to include Alternates A and B, at a minimum; although Alternate C is also desired. One of the main advantages of the design-build process over the design-bid-build process is the ability to negotiate contracts and terms. Several areas of savings were accepted, including items such as elimination of geogrid, reducing lane widths for safety, reducing quantities of new light poles, modifying the style of bollards and employing different construction methods.

The DBT and staff found an acceptable savings of \$1,361,268 from the original base bid of \$9,329,275. In the end, staff is recommending a total contract award of \$8,831,447.00, which would include the renegotiated base bid of \$7,968,007; Add Alternate A (\$41,570) and Add Alternate B (\$821,870). Final costs are described in the financial section below.

Osborn is already under contract to perform services associated with construction administration and inspection. Since public relations and communications are paramount on this type, size and profile of a project, the City will supplement Osborn's services by providing an in-house engineering inspector as the liaison between business owners and the public, while assisting Osborn with onsite duties as needed. The hope is that this will help save cost while ensuring proper attention is given to public concerns.

Alternate A was presented to Planning Commission. The exact motion was *"to study and develop traffic calming and safety alternatives for the east end of Shoreline Drive at their discretion, otherwise not taking any options off the table, also concurrent with that to bury the utilities along Shoreline Drive recognizing that this may be our one shot for the foreseeable future to do that."* It was unanimously supported after quite a bit of discussion. Alternate B and C were also discussed at Planning Commission with a preference to bury more underground utilities than less. These topics will also be presented to Bayfront Corridor on October 4.

The original price proposal was received in July, but negotiations concluded in late September. Because of this two-month negotiation process which resulted in a significant savings, the contractor has indicated that if the award extends past October, that there would be a delay of several months and a significant cost increase exceeding \$100,000.00 because of labor, equipment, material and overhead adjustments for 2020.

**BUDGETARY INFORMATION:** The cost of \$8,831,447.00, which includes Add Alternate A and Add Alternate B for the Shoreline Drive Rehabilitation Design-Build contract will be broken down as described below.

|                             |             |
|-----------------------------|-------------|
| Sewer Fund, Storm Water     | \$1,305,579 |
| Water Fund                  | \$1,177,565 |
| Sewer Fund, Sanitary        | \$1,709,517 |
| CDBG (FY 2018)              | \$ 460,542  |
| Capital Fund (TIF proceeds) | \$3,409,912 |
| Issue 8 (2018 Pathway)      | \$ 300,000  |
| Capital (2018 Pathway)      | \$ 168,332  |
| Issue 8 (2018 Road)         | \$ 295,000  |
| State of Ohio               | \$ 5,000    |
| Total                       | \$8,831,447 |

As can be seen, the design process has resulted in a project that is heavily based in utility and infrastructure improvements. The City plans to apply for a loan from the Ohio Water Development

Authority (OWDA) for all funds related to sewer and water. The City intends to finance a portion with notes or bond proceeds from the Chesapeake TIF to pay for the debt service. The Issue 8 and Capital dollars shown above have been retained within the 5-year Capital Plan budget. The dollars from the State of Ohio have been obtained through the Capital Improvement Community Park, Recreation/Conservation Project Grant from Ohio Department of Natural Resources and are required to be split between Jackson Street Pier and Shoreline Drive.

Osborn's preliminary design contract was \$436,320, paid with sewer, water, Issue 8 and proceeds from TIF revenues. The original contract with Osborn for conceptual design and planning was \$150,042. Incidentals, such as advertising, are not included.

**ACTION REQUESTED:** It is recommended that an ordinance for a Design-Build contract for the Shoreline Drive Rehabilitation project with Kokosing Industrial, Inc. in the amount of \$8,831,477.00 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to proceed with the project without increasing costs or delaying its completion into the summer of 2020.

I concur with this recommendation:

---

Eric Wobser  
City Manager

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A DESIGN-BUILD CONTRACT WITH KOKOSING INDUSTRIAL, INC. OF TOLEDO, OHIO, FOR THE SHORELINE DRIVE REHABILITATION PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, as part of the Bicentennial Vision Comprehensive Plan, the City proclaimed a desire to reconstruct Shoreline Drive in coordination with the rehabilitation of the Jackson Pier; and

**WHEREAS**, the proposed Shoreline Drive Rehabilitation Project involves the rehabilitation and streetscape improvements of Shoreline Drive including a multipurpose path and upgrading utilities; and

**WHEREAS**, subsequent to a Request for Qualifications (RFQ) process, this City Commission approved an agreement with Osborn Engineering of Cleveland, Ohio, for professional Design Services for the preliminary engineering of the Shoreline Drive Rehabilitation Project by Ordinance No. 17-016, passed on February 13, 2017, and subsequently approved another agreement for Professional Design Services for the preparation of the design-build documents, bidding documents, and construction engineering by Ordinance no. 17-224, passed on December 11, 2017; and; and

**WHEREAS**, the City issued a Request for Qualifications (RFQ) pursuant to the Ohio Revised Code for eligible Design-Build Teams (DBT) for the Shoreline Drive Rehabilitation Project in which eight (8) qualification packages were received and evaluated by a selection committee and the top four (4) ranked design-build firms were issued a Request for Proposals (RFP) for technical and price packages; and

**WHEREAS**, three (3) responsive proposals were received and all three (3) firms were interviewed and based upon a scoring process by the selection committee, the Design-Build Team of Kokosing Industrial, Inc., and WSP USA, Inc. was selected as the best value; and

**WHEREAS**, the design-build contract is \$8,831,447.000, which includes added Alternates A and B, and will be paid as follows:

|   |    |              |
|---|----|--------------|
| Sewer Funds (Storm Water)                 | \$ | 1,305,579.00 |
| Water Funds                               | \$ | 1,177,565.00 |
| Sewer Funds (Sanitary)                    | \$ | 1,709,517.00 |
| CDBG (FY 2018)                            | \$ | 460,542.00   |
| Capital Funds (Chesapeake TIF proceeds)   | \$ | 3,409,912.00 |
| Issue 8 (2018 Sandusky Bay Pathway)       | \$ | 300,000.00   |
| Capital Funds (2018 Sandusky Bay Pathway) | \$ | 168,332.00   |
| Issue 8 (2018 Road)                       | \$ | 295,000.00   |
| ODNR Grant                                | \$ | 5,000.00     |
| Total                                     | \$ | 8,831,447.00 |

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately proceed with the project to avoid delaying the project by two (2) to three (3) months and significant cost increases from delaying completion into the Summer of 2020; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a design-build contract with Kokosing Industrial, Inc., of Toledo, Ohio, for the Shoreline Drive Rehabilitation Project at an amount **not to exceed** Eight Million, Eight Hundred Thirty One Thousand, Four Hundred Forty Seven and 00/100 Dollars (\$8,831,447.00), consistent with the proposal submitted by the Design-Build Team of Kokosing Industrial, Inc., and WSP USA, Inc., currently on file in the office of the Director of Public Works.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018





## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Aaron Klein, Director

Date: September 27, 2018

**Subject: Commission Agenda Item – Design-Build Agreement with Donley’s, Inc. for the Jackson Street Pier Rehabilitation project**

**ITEM FOR CONSIDERATION:** Legislation awarding a design-build contract to Donley’s, Inc., of Cleveland, Ohio, to complete engineering design and construction for the Jackson Street Pier Rehabilitation project.

**BACKGROUND INFORMATION:** The adopted Bicentennial Comprehensive Plan proclaimed a desire to reconstruct Jackson Street Pier in coordination with the rehabilitation of Shoreline Drive. In 2016, the City entered into a Professional Services agreement with Osborn Engineering and City Architecture to engage the public throughout a lengthy conceptual planning and design process. The City then entered into a second Professional Services agreement for similar services on Shoreline Drive to ensure synergy between the two projects. The final conceptual plan was supported by Sandusky City Planning Commission on November 15, 2017, and accepted by Sandusky City Commission on December 11, 2017.

In December 2017, under Ordinance 17-225, the City entered into a Professional Services agreement with Osborn Engineering and City Architecture to complete the preliminary design process as the criteria engineer in accordance with the Design-Build process described in the Ohio Revised Code. Drawings were designed to over 40% complete and a Request for Qualifications (RFQ) was issued for eligible Design-Build Teams (DBT).

Seven qualification packets were reviewed by staff and four of those firms were selected to proceed with the RFP process. Three proposals were received in accordance with the detailed process, and all three firms were interviewed. Technical proposals and price proposals were reviewed, and the weighted selection formula was applied to all three based on the following categories: maintenance of traffic, design management, proposed design, construction management, construction, quality management, community relations, aesthetic enhancements, pre-qualifications, interview and cost. On July 13, the DBT of Donley’s, Inc., OHM Advisors, and KS Associates, Inc. was selected as the “best value” Proposer.

Throughout the preliminary design process, there were several discussions regarding potential cost-savings, amenities and whether items should be considered as alternates. As Osborn began diving into the City’s utilities, which were not a focal point of the conceptual design, it was evident that a portion of the project should include improvements to sanitary sewers, storm sewers and water mains. The plans also included many accommodations for future continuation of ferry services, including facilities for the Department of Homeland Security (DHS). The base bid included a very similar, but more refined design from the original plan approved by Planning Commission. This consisted of parking areas, a great lawn, an event patio, seating areas, a walkway, night-friendly lighting, landscaping, a federally-compliant DHS facility, a ticket booth for the Goodtime and many more amenities.

Alternates included:

|                  |   |
|------------------|---|
| Add Alternate A: | Open Air Market Pavilion                                |
| Add Alternate B: | Enclosed Market Pavilion                                |
| Add Alternate C: | New roof on the existing US Customs building & Pavilion |
| Add Alternate D: | Stamped concrete in lieu of Pavers                      |

Based on conversations from the conceptual design process, staff thought it was extremely important to see if there was an opportunity to include Alternates B, C and D. One of the main advantages of the design-build process over the design-bid-build process is the ability to negotiate contracts and terms. Several areas of savings were accepted, including items like elimination of up-lights in planters, elimination of landscaping boulders, elimination of history kiosks, elimination of two planters north of the building to allow for future event space or a seasonal ice-skating rink, reducing the project from 3 phases to 2 phases and employing different construction methods.

The DBT and staff found an acceptable savings of \$814,276.00 from the original base bid of \$7,903,679.00. In the end, staff is recommending a total contract award of \$7,865,993.00, which would include the renegotiated base bid of \$7,089,403.00, Add Alternate B (\$832,233.00), Add Alternate C (\$0) and Add Alternate D (\$55,743.00 savings). Final costs are described in the financial section below.

Osborn is already under contract to perform services associated with construction administration and inspection. Since public relations and communications are paramount on this type, size and profile of a project, the City will supplement Osborn's services by providing an in-house engineering inspector as the liaison between business owners and the public while assisting Osborn with onsite duties as needed. The hope is that this will help save cost while ensuring proper attention is given to public concerns.

The original price proposal was received in July, but negotiations concluded in late September. Because of this two-month negotiation process which resulted in a significant savings, the contractor has indicated that if the award extends past October, that there would be a delay of two to three months and a cost increase of \$103,709.00 because of labor, equipment, material and overhead adjustments for 2020.

**BUDGETARY INFORMATION:** The cost of \$7,865,993.00, which includes Add Alternate B, Add Alternate C and Add Alternate, D for the Jackson Street Pier Rehabilitation Design-Build contract will be broken down as described below.

|                             |                    |
|-----------------------------|--------------------|
| Sewer Fund, Storm Water     | \$ 349,542         |
| Water Fund                  | \$ 476,580         |
| Sewer Fund, Sanitary        | \$ 166,585         |
| CDBG (RLF)                  | \$ 210,157         |
| Capital Fund (TIF proceeds) | \$4,543,536        |
| State of Ohio               | \$ 70,000          |
| Private (various)           | <u>\$2,049,593</u> |
| Total                       | \$7,865,993        |

The City plans to apply for a loan from the Ohio Water Development Authority (OWDA) for all funds related to sewer and water. The City intends to finance a portion with notes or bond proceeds from the Chesapeake TIF to pay for the debt service. The Issue 8 and Capital dollars shown above have been retained within the 5-year Capital Plan budget. The dollars from the State of Ohio have been obtained through the Capital Improvement Community Park, Recreation/Conservation Project Grant from Ohio Department of Natural Resources and are required to be split between Jackson Street Pier and Shoreline Drive.

A portion of the TIF, \$300,000.00, has also been reserved for future dredging operations related to the city-owned slip used by the Pelee Islander and the Goodtime. Staff anticipates bidding this project in early 2019.

Osborn's preliminary design contract was \$333,800.00, paid with sewer, water, CDBG and proceeds from TIF revenues. The original contract with Osborn for conceptual design and planning was \$351,253.00. Incidentals, such as advertising, are not included.

**ACTION REQUESTED:** It is recommended that an ordinance for a design build contract for the Jackson Street Pier Rehabilitation project with Donley's, Inc. in the amount of \$7,865,993.00 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to proceed with the project without significantly increasing costs or delaying its completion into the summer of 2020.

I concur with this recommendation:

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Eric Wobser  
City Manager

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A DESIGN-BUILD CONTRACT WITH DONLEY’S, INC., OF CLEVELAND, OHIO, FOR THE JACKSON STREET PIER REHABILITATION PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, as part of the Bicentennial Vision Comprehensive Plan, the City proclaimed a desire to rehabilitate the Jackson Street Pier in coordination with the rehabilitation of Shoreline Drive; and

**WHEREAS**, the proposed Jackson Street Pier Rehabilitation Project involves the rehabilitation and landscape of the Jackson Street Pier, including the parklet at the Chesapeake lofts; and

**WHEREAS**, subsequent to a Request for Qualifications (RFQ) process, this City Commission approved an agreement with Osborn Engineering of Cleveland, Ohio, for Professional Design Services for the preliminary engineering of the Jackson Street Pier Rehabilitation Project by Ordinance No. 17-010, passed on January 23, 2017, and subsequently approved an agreement for Professional Design Services for the preparation of the design-build documents, bidding documents, and construction engineering by Ordinance No. 17-225, passed on December 11, 2017; and

**WHEREAS**, the City issued a Request for Qualifications (RFQ) pursuant to the Ohio Revised Code for eligible Design-Build Teams (DBT) for the Jackson Street Pier Rehabilitation Project in which seven (7) qualification packages were received and evaluated by a selection committee and the top four (4) ranked design-build firms were issued a Request for Proposals (RFP) for technical and price packages; and

**WHEREAS**, three (3) responsive proposals were received and all three (3) firms were interviewed and based upon a scoring process by the selection committee, the Design-Build Team of Donley’s, Inc., OHM Advisors, and KS Associates, Inc. was selected as the best value; and

**WHEREAS**, the design-build contract is \$7,865,993.000, which includes added Alternates B, C, and D, and will be paid as follows:

|   |                 |
|---|-----------------|
| Sewer Funds (Storm Water)               | \$ 349,542.00   |
| Water Funds                             | \$ 476,580.00   |
| Sewer Funds (Sanitary)                  | \$ 166,585.00   |
| CDBG (RLF)                              | \$ 210,157.00   |
| Capital Funds (Chesapeake TIF proceeds) | \$ 4,543,536.00 |
| ODNR Grant funds                        | \$ 70,000.00    |
| Private (various)                       | \$ 2,049,593.00 |
| Total                                   | \$ 7,865,993.00 |

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately proceed with the project to avoid delaying the project by two (2) to three (3) months and significant cost increases from delaying completion into the Summer of 2020; and



**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a design-build contract with Donley’s Inc., of Cleveland, Ohio, for the Jackson Street Pier Rehabilitation Project at an amount **not to exceed** Seven Million, Eight Hundred Sixty Five Thousand, Nine Hundred Ninety Three and 00/100 Dollars (\$7,865,993.00), consistent with the proposal submitted by the Design-Build Team of Donley’s, Inc., OHM Advisors, and KS Associates, Inc., currently on file in the office of the Director of Public Works.

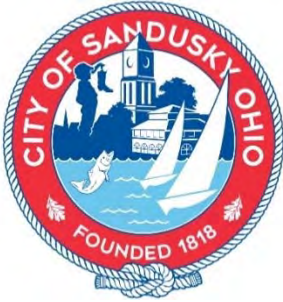
Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION



## PLANNING DEPARTMENT

### *Division of Transit*

222 Meigs Street  
Sandusky, Ohio 44870  
419.621.8462  
[ndefreitas@ci.sandusky.oh.us](mailto:ndefreitas@ci.sandusky.oh.us)

**TO:** Eric Wobser, City Manager

**FROM:** Nicole DeFreitas, Transit Administrator

**DATE:** September 25, 2018

**SUBJECT:** **Serving our Seniors Contact for Transportation Services**

**ITEM FOR CONSIDERATION:** Legislation requesting approval for the City Manager to enter into a one (1) year contract for transportation services between the City of Sandusky / Sandusky Transit System and Serving Our Seniors.

**BACKGROUND INFORMATION:** The Sandusky Transit System (STS) will provide safe, reliable, transportation services to Erie County older adults, to support their independent functioning while living independently for clients of Serving Our Seniors (SOS). These clients are transported on a daily schedule coordinated between STS and SOS. SOS is under the direction of Executive Director Sue Daugherty. In consideration for discounted transportation service, as provided within the contract, SOS shall lease to the City five (5) vehicles.

This contract will be in effect from October 1, 2018 until September 30, 2019. The contract will not exceed a total amount of \$175,440. The agreement also provides free trips for approved SOS clients on STS fixed route system in exchange for the leased vehicles.

STS will provide SOS with reports, training and information that were agreed upon in said proposed contract. SOS will be invoiced and billed on a monthly basis and be expected to pay in a timely manner. The money received from this contract will help meet the local match for all Ohio Department of Transportation (ODOT) Transit grants.

**BUDGET IMPACT:** STS will receive a monthly flat rate of \$14,620.00 from SOS for the length of the proposed contract to provide transportation services to existing Serving Our Seniors clients. This money collected will be used to offset the capital planning and operating expenses through the Ohio Department of Transportation (ODOT).

**ACTION REQUESTED:** It is requested legislation be adopted allowing the City Manager to enter into a one (1) year contract for transportation services with Serving Our Seniors. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter to approve the terms of the agreement which commenced on October 1, 2018 and immediately execute the agreement.

I concur with this recommendation:

Eric Wobser, City Manager

Angela Byington, Director of Planning

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cc: Kelly Kresser, Clerk of the City Commission

Hank Solowiej, Finance Director

Trevor Hayberger, Acting Law Director

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE CITY OF SANDUSKY AND SERVING OUR SENIORS (SOS) FOR THE PERIOD OF OCTOBER 1, 2018, THROUGH SEPTEMBER 30, 2019; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, Serving Our Seniors (SOS) is a private non-profit corporation that sponsors transportation services for the benefit of senior citizens, who are living independently in Erie County, age sixty (60) and older, using public transportation services provided by the Sandusky Transit System; and

**WHEREAS**, the City through its public transit system, agrees to provide weekday Demand Response transportation services to Erie County residents aged sixty (60) and over who have been verified by SOS as not being a resident of an assisted living facility, nursing home, skilled nursing facility, or a consumer of an adult day care center for a monthly flat fee; and

**WHEREAS**, SOS owns five (5) vehicles that it desires to lease to the City, at a cost of \$0.00/month per vehicle, in consideration for the provision of free public transportation services on Fixed Routes for Erie County residents aged sixty-five (65) and over; and

**WHEREAS**, the City through its public transit system, agrees to provide transportation services on Fixed Routes at no cost to Erie County residents aged sixty-five (65) and over, registered with SOS and possess a valid pass issued by SOS in consideration of the lease for the five (5) vehicles from SOS; and

**WHEREAS**, the Sandusky Transit System will receive from SOS a monthly flat fee of \$14,620.00 for Demand Response transportation services for a total annual amount of \$175,440.00 for the period of October 1, 2018, through September 30, 2019; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to approve the terms of the agreement which commenced on October 1, 2018, and immediately execute the agreement; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Sandusky Transit System, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,



BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO,  
THAT:

Section 1. The City Manager be and hereby is authorized to execute an Agreement with Serving Our Seniors for transportation services for the period from October 1, 2018, through September 30, 2019, substantially in the same form as reflected in Exhibit "1" which is attached to this Ordinance and specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being substantially adverse to the City and being consistent with the objectives and requirements of this Ordinance and with carrying out the City's public purposes.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

**Agreement: Transportation Services  
Serving Our Seniors  
And the City of Sandusky**

This Agreement is made and entered into this \_\_\_ day of \_\_\_\_\_, 2018 by and between the City of Sandusky (City) / Sandusky Transit System (STS), 222 Meigs Street, Sandusky, Erie County, Ohio 44870, [City] and Serving Our Seniors, Inc., 310 E. Boalt Street, Sandusky, Erie County, Ohio 44870, [SOS], collectively the Parties, under the conditions agreed upon as enumerated below, for the provision of transportation services to Erie County residents aged sixty (60) and over:

**WHEREAS**, SOS is a private non-profit corporation that sponsors transportation services for the benefit of senior citizens, who are living independently in Erie County, age sixty (60) and older, using public transportation services provided by the Sandusky Transit System;

**WHEREAS**, "Demand Response System" is defined by the Federal Transit Administration as any non-fixed route system of transporting individuals that requires advanced scheduling including services provided by public entities, non-profits, and private providers. An advance request for service is a key characteristic of demand response service;

**WHEREAS**, the City through its public transit system, agrees to provide weekday Demand Response transportation services to Erie County residents aged sixty (60) and over who have been verified by SOS as *not* being a resident of an assisted living facility, nursing home, skilled nursing facility, or a consumer of an adult day care center (Eligible Seniors) for a monthly flat fee;

**WHEREAS**, the City through its public transit system, agrees to provide weekday Demand Response transportation services to Erie County residents aged sixty (60) and over who have been registered and verified by SOS, as being unable to afford the \$1.50 rate for a one-way trip; and possess a valid pass (SOS **Reduced Rate** Pass Holders) permitting the Eligible Senior to pay the rate of .50 cents per one-way trip.

**WHEREAS**, SOS owns five (5) vehicles that it desires to lease to the City, at a lease cost of \$0.00/month per vehicle, in consideration of the City providing free public transportation services on Fixed Routes to eligible Erie County residents aged sixty-five (65) and over;

**WHEREAS**, in consideration of the leasing of five (5) vehicles from SOS, the City through its public transit system, agrees to provide transportation services on Fixed Routes at no cost to Erie County residents age sixty-five (65) and over, registered with SOS and possess a valid pass issued by SOS (SOS **Fixed Route** Pass Holders), except for those days and times on which services are not provided, as enumerated below.

**NOW, THEREFORE**, the parties agree as follows:

The City through its public transit system (STS), shall provide weekday Demand Response transportation services to Erie County residents aged sixty (60) and over who have been verified as being eligible by SOS (Eligible Seniors). SOS agrees to pay a monthly flat fee of Fourteen Thousand Six Hundred Twenty and 00/100 Dollars (\$14,620.00), for a total annual amount not to exceed One Hundred Seventy-Five Thousand Four Hundred Forty and 00/100 Dollars (\$175,440.00).

In consideration for the provision of discounted demand response transportation services to Eligible Seniors and free transportation services on the Fixed Routes to those eligible residents as defined above, and for no other consideration whatsoever, the parties hereby agree that SOS shall lease to the City five (5) vehicles at a lease cost of \$0.00/month per vehicle.

1. The City responsibilities:

- a) The City shall operate and provide the highest quality transportation service possible and shall stress safety, respect for consumers, service quality, on-time performance, and comfort and convenience for all individuals transported by the City on the Sandusky Transit System.
- b) The City shall operate and provide escorted service to eligible seniors who have such a need, from the door of the building where the trip originates to the door of the building upon arriving at the destination of the one-way trip.
- c) The City shall provide Demand Response transportation services for Eligible Seniors within the Erie County service area and up to ten (10) miles in the Lorain County portion of Vermilion and Brownhelm Township, Ohio, during its regular public transit service hours Monday thru Friday, excluding Martin Luther King Day, Presidents' Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas Day, and New Year's Day. The City shall provide door-to-door service upon request. The Demand

Response Service Area Map is attached hereto and incorporated herein as Exhibit "A".

- d) The City shall provide transportation services on Fixed Routes at no cost to SOS Pass Holders during its regular public transit service hours or 6:00 AM to 10:00 PM Monday thru Saturday, excluding Martin Luther King Day, Presidents' Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas Day, and New Year's Day. The Fixed Routes Service Area Map is attached hereto and incorporated herein as Exhibit "A".
- e) The City shall operate as usual during inclement weather unless the Erie County Sheriff has declared a level 2 or 3 snow emergency.
- f) The City shall provide and maintain a telephone number for Eligible Seniors to make or cancel reservations for Demand Response transportation services.
- g) When scheduling rides for Demand Response transportation services, the City shall notify Eligible Seniors that they may be picked up fifteen (15) minutes prior to or after the scheduled pick up time.
- h) Eligible Seniors shall be able to schedule regularly occurring trips for Demand Response transportation services up to six (6) months in advance.
- i) Demand Response transportation services scheduled by Eligible Seniors up to forty-eight (48) hours in advance shall be guaranteed by the City, subject to acts of God, labor stoppages, and other unforeseen events that are outside the control of the City.
- j) The City shall submit a monthly invoice to SOS for Demand Response transportation services rendered to Eligible Seniors on or before the 10<sup>th</sup> day of each month in the amount of \$14,620.00. Each Eligible Senior is responsible to pay directly to the City/STS the discounted Eligible Senior Rate of \$1.50 per one-way trip, with the exception of those who are a pass holder of an SOS **Reduced Rate** Pass). Invoices shall include an alphabetical listing of each Eligible Senior, the origin and destination of each trip, and the total number of trips taken by each Eligible Senior for the month. SOS shall submit payment to the City within fifteen (15) days after receipt of the invoice.
- k) The City shall ensure that all Federal and State transportation laws and regulations applicable to public transportation are followed.
- l) The City shall provide SOS detailed reports and data on ridership from the records maintained by the City within 72 business hours of request by SOS.
- m) The City Transit Administrator shall act as the liaison for the Sandusky Transit System with SOS and shall attend scheduled meetings regarding behavior incidents, safety training and other topics as deemed appropriate by SOS.



- n) The City shall report incidents that involve the health and safety of one or more Eligible Seniors or SOS Pass Holders within twenty-four (24) hours of occurrence to SOS.

2. SOS Responsibilities:

- a) SOS shall supply the City with the name, date of birth, address, telephone number, and any special accommodations that may be necessary for each Eligible Senior and SOS Pass Holder permitted to utilize discounted transportation services provided by the Sandusky Transit System pursuant to the terms of this Agreement.
- b) SOS shall notify the Sandusky Transit Administrator within twenty-four (24) hours after an Eligible Senior or a SOS Pass Holder becomes ineligible to receive discounted transportation services provided by the Sandusky Transit System pursuant to the terms of this Agreement.
- c) The City has developed a Code of Conduct that all individuals shall follow while riding Sandusky Transit System vehicles. The Code of Conduct references unacceptable behavior while on the City's vehicles and the consequences of the unacceptable behaviors. The City shall make periodic updates to the Code of Conduct and inform SOS as to when the updates are complete and ready to be sent out to riders. Upon notification from the City, SOS shall notify Eligible Seniors and SOS Pass Holders regarding the Sandusky Transit System's Code of Conduct.
- d) The Executive Director of SOS shall be the liaison with the City and shall attend scheduled meetings regarding behavior incidents, safety training and other topics as deemed appropriate by the City.

3. Miscellaneous Provisions

- a) SOS shall be notified by the City as soon as practicable in the event of any accident or collision involving any of the vehicles. The driver of the vehicle involved in the collision shall make a detailed report as required by FTA regulations. A copy of the report shall be submitted to SOS upon completion.
- b) The City and SOS shall monitor the administration and execution of this Agreement and evaluate its effectiveness and shall work together to facilitate positive and open communication and trust between the Parties. It is acknowledged and agreed by the Parties that not all events and incidents can be anticipated or procedurally accounted for in this document. Issues shall be resolved on an individual basis via written communication between the City and SOS until mutual agreement is reached.

- c) It is agreed that this Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Ohio and shall be interpreted in a manner consistent with the City Charter, Codified Ordinances of the City of Sandusky, SOS By-Laws and operational procedures of both SOS and the City.
  - d) This Agreement may be modified from time to time for any reason. Any modification of this Agreement shall be binding only if evidenced in writing, signed by the authorized representative of each party
- 4. The Americans with Disabilities Act does not require an entity to provide services to an individual who engages in violent, seriously disruptive, or illegal conduct. However, an entity shall not refuse to provide service to an individual with disabilities solely because the individual's disability results in appearance or involuntary behavior that may offend, annoy, or inconvenience employees, the entity, or other persons. If both Parties do not agree on a course of action regarding an incident, then the Parties shall seek the services of an impartial third party to intervene.
  - 5. Individuals shall be afforded the opportunity of a hearing in accordance with STS policies and procedures within thirty (30) days of any permanent or temporary suspension to show cause why the suspension should not be imposed. The individual shall be afforded a notice of the show cause hearing, including the type of suspension to be imposed and the events leading to such a suspension.
  - 6. Term. This Agreement shall be in effect from October 1, 2018 until September 30, 2019.
  - 7. Termination. This Agreement may be terminated by either party by giving sixty (60) days written notice of termination to the other party's authorized representative:

For the City:  
City of Sandusky  
c/o City Manager  
222 Meigs Street  
Sandusky, OH 44870

For SOS:  
Serving Our Seniors  
c/o Executive Director  
310 E. Boalt Street  
Sandusky, OH 44870

In the event that funding for the services provided in this Agreement is eliminated or decreased, each Party shall have a right to terminate or

negotiate a modification of this Agreement, including but not limited to compensation. The City shall continue to provide transportation services until the effective date of termination, and SOS shall make payment in accordance with the payment provisions of this Agreement for the transportation services provided by the City prior to the effective date of termination.

8. Force Majeure. In the event the City is unable to provide transportation services because of acts of God, any acts of war, terrorism, unavoidable accident, labor strike or other labor dispute, fire, riot or civil commotion, government action or decree, and/or any other cause beyond the reasonable control of the party whose performance is affected, shall not be deemed a breach of this Agreement.
9. Arbitration. Any disagreement regarding stated provisions or required negotiations, or other provisions not specifically covered by this Agreement, and for which no mutual agreement can be reached, shall be settled by arbitration as follows:
  - (a) The City shall select and appoint one (1) arbitrator and SOS shall select and appoint one (1) arbitrator.
  - (b) The two (2) appointed arbitrators shall select and appoint a third.
  - (c) All three (3) arbitrators shall be residents of Erie County, Ohio.
  - (d) The City and SOS shall agree to the settlement of differences as reached by a majority of the appointed arbitrators.
10. Neither party hereto is agent, employee or servant of the other, and this Agreement is made for the sole purpose of establishing the division of responsibilities between the City and SOS in connection with the provision of transportation services and does not in any manner create a partnership between the parties hereto.
11. Entire Agreement. This Agreement supersedes all other oral and written agreements between the parties with respect to the services that are the subject of this Agreement and contains all of the covenants and agreements between the parties.
12. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

13. Severability. If any of the terms of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
14. Amendment. This Agreement may be modified, changed, or amended with the written consent of both Parties.
15. This Agreement shall be passed as a resolution by both Parties and such resolution or action of the respective City Commission of the City of Sandusky and Serving Our Seniors shall be herein attached and incorporated by reference as Exhibits "B" and "C".

DRAFT

**Signature Pages to Follow**



IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the day and year above first written.

In the presence of:

SERVING OUR SENIORS, INC. (SOS):

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Richard Peitz, President of the Board

CITY OF SANDUSKY (CITY):

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Eric L. Wobser, City Manager

Approved as to form:

\_\_\_\_\_  
Trevor Hayberger  
Ohio Supreme Court #0075112  
Acting Law Director  
City of Sandusky



**@SANDUSKYTRANSIT**  
FOLLOW US ON  
FACEBOOK AND TWITTER  
FOR INFORMATION DURING  
INCLEMENT WEATHER



#### Fixed Route

- Transfers between STS buses are free with a valid transfer pass.
- Paratransit eligible persons ride STS free with a valid pass.
- Must be 14 years of age to ride alone.
- Children 10 & under ride free with an accompanying adult.
- Adult - \$1.50
- Reduced fares for Dial-A-Ride service is available for those 65+ or with a qualifying disability.
- **Exact fare is required. Drivers do not carry change.**
- Children 5 years and under ride free.
- \$3.00 to/from within City of Vermilion and 10-mile radius of Vermilion.
- \$5.00 all of Erie County

#### Dial-A-Ride (One-Way Trip)

## FARE PRICES

#### Mission Statement

To provide safe public transportation service to all service area residents in a timely, courteous and cost-effective manner in order to contribute to their quality of life.

*Sandusky Transit complies with Title VI of the Civil Rights Act and with all Americans with Disabilities Act (ADA) standards.*

*This brochure is available in alternative formats. This can include, but is not limited to: braille, other languages, audio tapes, etc.*

*STS is funded in part by the City of Sandusky, City of Vermilion, ODOT and the Federal Transit Administration.*

#### Rules of the Ride

- **Put on your seat belt** as soon as you are seated in the vehicle.
- **Smoking, eating, or drinking** is not permitted on any STS vehicle.
- **You may use an audio player** as long as playback is through headphones.
- **If you plan to transport an animal**, please notify dispatch when you make your reservation. All animals must be on a leash or in a pet carrier.
- **Tobacco, alcohol, drugs & unlawful weapons** are prohibited on all STS property (unless allowed by state law).
- **STS buses are community spaces.** Treat everyone around you with kindness and respect.

#### Complaints

Complaints (including Title VI) should be directed to the Transit Administrator at 419.627.5942. Questions and complaints will be responded to verbally and/or by written communication within seven (7) days of receipt.

#### Contacts & Comments

For comments, complaints (including Title VI & ADA complaints) or suggestions, please contact:

Transit Administrator  
Sandusky Transit System  
222 Meigs Street  
Sandusky, OH 44870

Email: [info@SanduskyTransit.com](mailto:info@SanduskyTransit.com)  
Phone: 419.621.8462  
Fax: 419.626.0482



**419.627.0740**

Toll Free 1.855.612.5176  
Ohio Relay Service 1.800.750.0750

1230 N. Depot Street  
Sandusky, OH 44870

[sanduskytransit.com](http://sanduskytransit.com)  
[@sanduskytransit](https://www.facebook.com/sanduskytransit)



## DIAL-A-RIDE & ADA PARATRANSIT SERVICE

The Sandusky Transit System (STS) Dial-A-Ride is a demand responsive, curb-to-curb, advance reservation, shared ride transportation service that is provided within Erie County. STS is open to the general public and vehicles are wheelchair accessible.

There are no restrictions on the purpose or the number of trips which may be taken. Riders are required to share the vehicle with other riders who are traveling at the same time in the same direction. The number of carry on items is limited to what the rider can comfortably carry.

STS vehicles are handicapped accessible and designed to accommodate wheelchairs, walkers, crutches, canes, service animals or other mobility aids. Lifts and tie-downs accommodate most commonly used wheelchair models. Please contact STS dispatch to see if your wheelchair can be transported safely.

If you have a disability that prevents you from using STS fixed-route service, paratransit service will travel up to 3/4 mile one-way distance from an STS line.

Paratransit service is available to qualified individuals who apply, following an assessment made by STS staff and healthcare professionals. The application for paratransit services can be found online at [www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us).

Car seats are not provided. If your child requires a car seat, you must provide one.

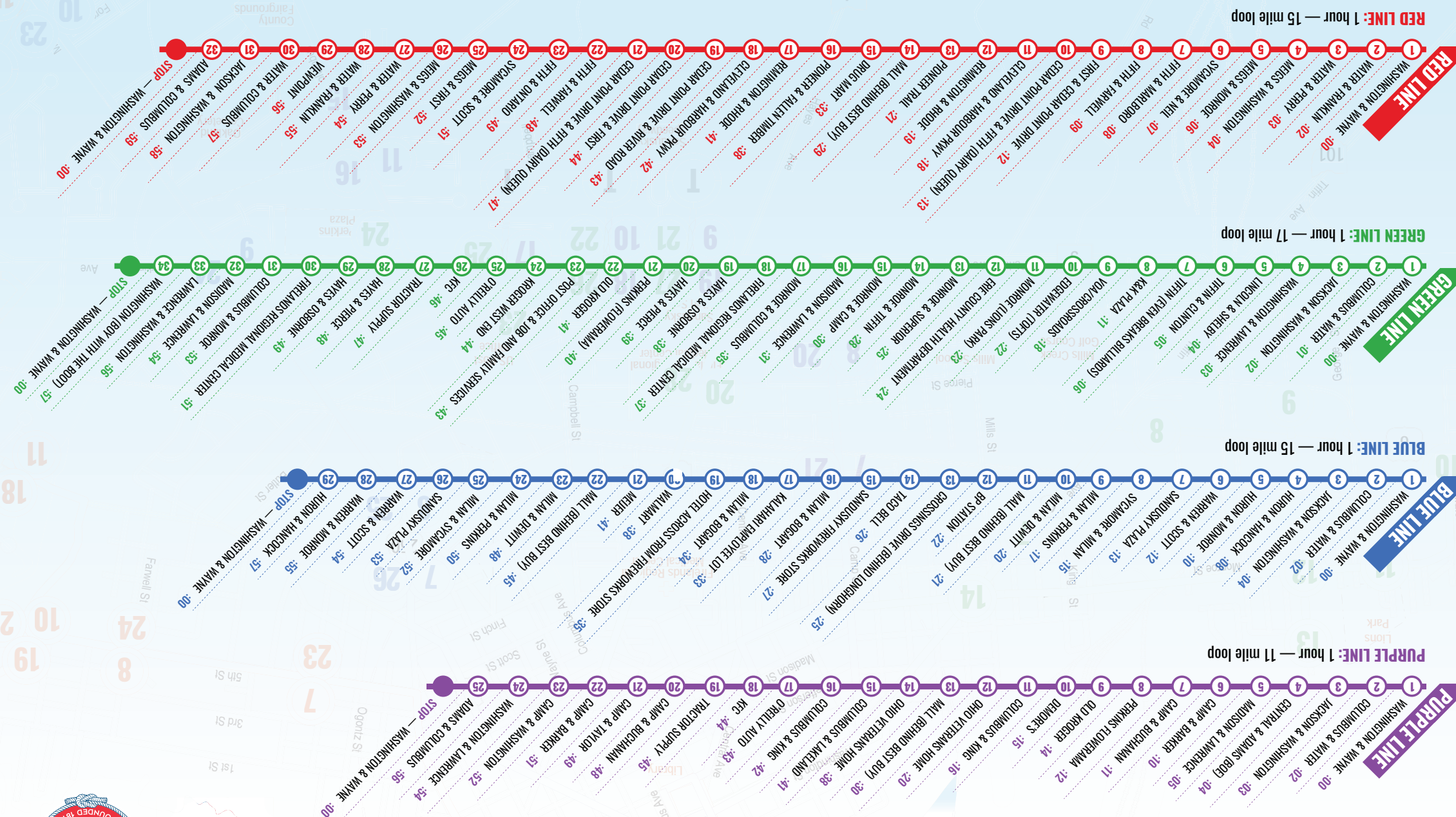
#### Accessing Dial-A-Ride & Paratransit Service

- Call 419.627.0740 to schedule your ride up to two weeks in advance.
- Advance reservations are required.
- Inform dispatch of any special needs such as a wheelchair, personal attendant, or a service animal.
- Be ready 15 minutes before and after your scheduled ride. This is a pick-up "window" of time. The driver will wait up to 5 minutes.
- Cancellations must be received no later than two (2) hours before the scheduled pick-up time to avoid a late cancellation charge.
- Riders who do not take a scheduled ride when the vehicle has arrived or is more than 5 minutes late will be charged for a no-show.
- Three or more late cancellations or no-shows in a 30 day period will prompt a review that may result in a suspension of service.

#### Assistance

Assistance will be provided by the driver when boarding and alighting from the vehicle. The driver will tie down wheelchairs, secure packages, and assist with seat belts. If passengers require a mobility assistance attendant or a service animal, please notify the STS dispatcher at time of reservation. The attendant may ride free.

## BUSES RUN EVERY HOUR ON THE FOLLOWING LINES:



#### Tickets

Tickets for Dial-A-Ride/Paratransit may be purchased at:  
City of Sandusky  
Customer Accounting Office  
222 Meigs Street  
Sandusky, OH 44870

Tickets may also be purchased through various agencies within the service area.

#### Dial-A-Ride/Paratransit Service Hours

Monday - Saturday 6:00 a.m. - 10:00 p.m. (No Sunday Service)  
**Scheduling Trips:** Monday - Friday 8:00 a.m. - 4:00 p.m.

#### Sandusky Transit System

Serving our community Since 1992



## STS (FIXED ROUTE)

STS is a fixed-route bus service. Drivers will only stop at marked bus stops. Please wait for the bus at a sign or a shelter.

#### During Your STS Trip

Have your exact fare ready as you board the bus. Insert payment into the top of the glass fare box. Drivers do not carry change. After paying please move promptly to a seat or grab a rail behind the white floor stripe.

#### Leaving The Bus

Signal that your stop is near by telling the driver or by pulling the cord by the window. The "stop requested" sign will light. Wait until the bus is fully stopped to exit.

#### Inclement Weather

STS will make every attempt to contact a rider about a cancelled ride due to inclement weather. Listen to WCPZ (102.7 FM), WLEC (1450 AM) or call STS dispatch if in doubt.

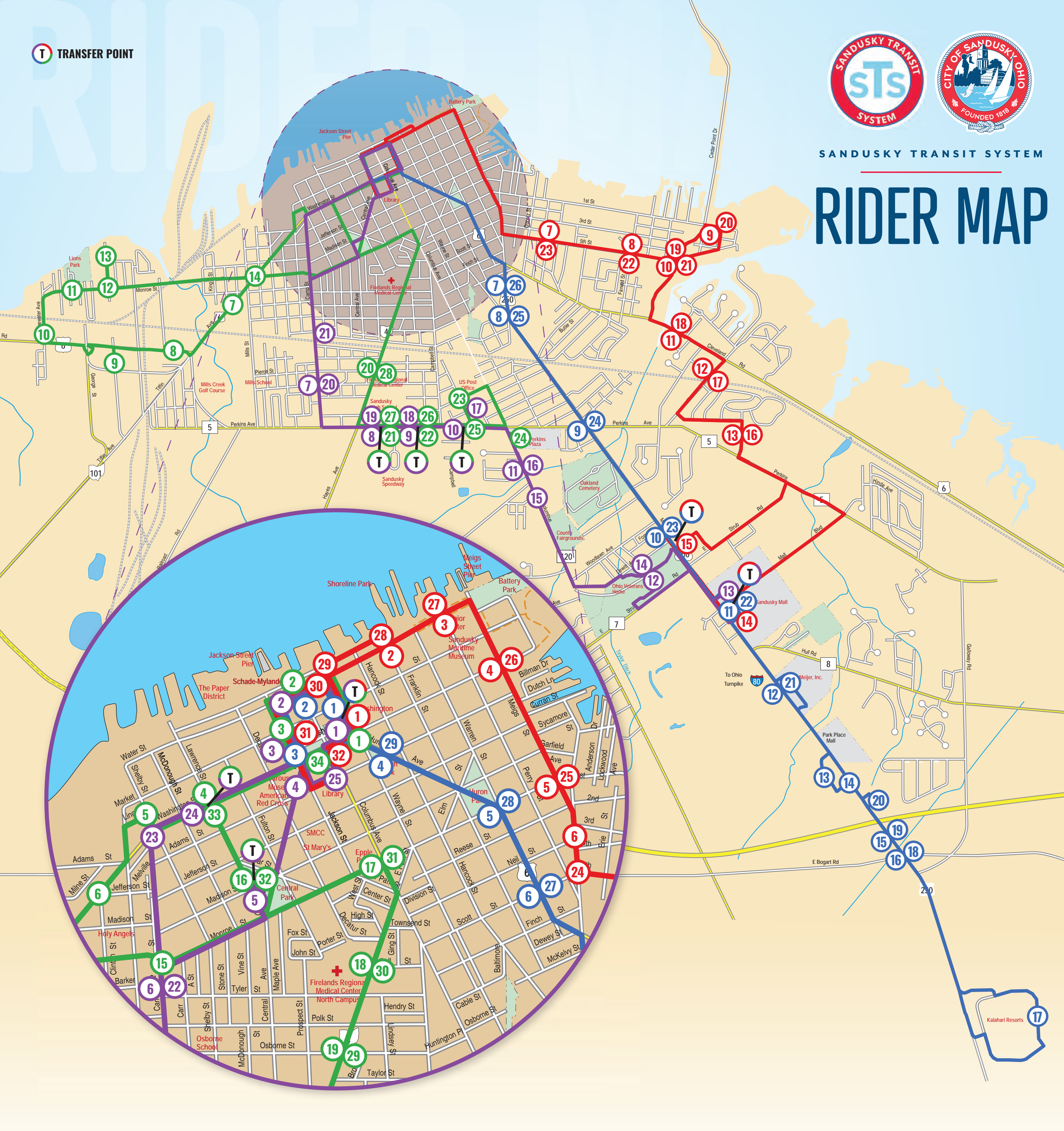


**T** TRANSFER POINT



SANDUSKY TRANSIT SYSTEM

# RIDER MAP







## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Jane E. Cullen, P.E.

Date: September 25, 2018

**Subject:** Commission Agenda Item – Amendment to the Pier Track Pump Station and Farwell Pump Station Improvements Project, Professional Design Services Agreement with Jones & Henry Engineers, Ltd. Toledo, Ohio

**ITEM FOR CONSIDERATION:** Requesting legislation for an amendment to the professional design services agreement with Jones & Henry Engineers, Ltd. Toledo, Ohio for the Pier Track Pump Station and Farwell Pump Station Improvements Project

**BACKGROUND INFORMATION:** Ordinance 17-228, passed on December 11, 2017, approved an agreement with Jones & Henry Engineers, Ltd. for \$218,000.00. The intent of the original agreement was to develop construction drawings and specifications for the upgrades to the Pier Track Pump Station and the original Farwell Pump Station. Both stations were built in the late 1950's with the last improvements being in 1982. Adjacent to the original Farwell Pump Station is the Farwell Supplemental Pump Station, which is a smaller enclosed manufactured structure that was built with the East End Sewer Project in 2015. It was determined during the design process that additional work would be necessary to effectively complete the design upgrades of the pump stations. The additional work would evaluate the flow data that is received from external sources and determine what improvements would be needed in the city's sewer system to ensure consistency with current legal agreements and the General Plan update of 2017.

**BUDGETARY INFORMATION:** The amendment to the scope of work outline above will increase the professional design agreement amount by \$12,000.00, making the not to exceed amount for the agreement \$230,000.00, which will be paid with Sewer Funds.

**ACTION REQUESTED:** It is recommended that an ordinance for Amendment #1 for an existing professional design agreement with Jones & Henry Engineers, Ltd. for the Pier Track Pump Station and Farwell Pump Station Improvements Project in an amount not to exceed \$230,000.00 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to in order to proceed with the design and the bidding of both pump stations by the end of 2018 in order to meet the requirements of the Ohio EPA Consent Order for planned improvements to these two pump stations. Both stations need to have the upgrades completed and operational by December 1, 2020.

I concur with this recommendation:

---

Eric Wobser  
City Manager

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Aaron Klein, P.E.  
Director

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL DESIGN SERVICES WITH JONES & HENRY ENGINEERS, LTD., OF TOLEDO, OHIO, FOR THE PIER TRACK PUMP STATION AND FARWELL PUMP STATION IMPROVEMENTS PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Pier Track Pump Station and Farwell Pump Station Improvements Project involves the replacement of three (3) pumps and the generator at the Pier Track Pump Station located along the eastern side of Cedar Point Road between Cleveland Road and First Street and major improvements to the Farwell Pump Station located along Farwell Street between Second Street and First Street; and

**WHEREAS**, this City Commission approved an agreement for Professional Design Services with Jones & Henry Engineers, Ltd., of Toledo, Ohio, for the Pier Track Pump Station and Farwell Pump Station Improvements Project by Ordinance No. 17-228, passed on December 11, 2017; and

**WHEREAS**, the original scope of services was to develop construction drawings and specifications for the upgrades to the Pier Track Pump Station and the original Farwell Pump Station; and

**WHEREAS**, adjacent to the original Farwell Pump Station is the Farwell Supplemental Pump Station, which is a smaller enclosed manufactured structure built during the East End Sewer Project in 2015, and it was determined during the design process that additional work is necessary to effectively complete the design upgrades to the pump stations and these services includes evaluating the flow data received from external sources and determining the improvements necessary to the City's sewer system to ensure consistency with current legal agreements and the General Plan update of 2017; and

**WHEREAS**, the original cost of the professional design services was \$218,000.00 and this Amendment will increase the cost by \$12,000.00 for a revised total cost of \$230,000.00 and will be paid with Sewer Funds; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediately proceed with the design and bidding of both the Pier Track and Farwell Pump Stations by the end of calendar year 2018 and to meet the requirements of the Ohio EPA Consent Order to complete the planned improvements and have the pump stations operational by December 1, 2020; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO,**

THAT:

Section 1. The City Manager is authorized and directed to enter into an Amendment to the Agreement with Jones & Henry Engineers, Ltd., of Toledo, Ohio, for Professional Design Services for the Pier Track Pump Station and Farwell Pump Station Improvements Project, substantially in the same form as attached to this Ordinance, marked Exhibit "1", and specifically incorporated as if fully rewritten herein, together with any revisions or additions as are approved by the Law Director as not being substantially adverse to the City and consistent with carrying out the terms of this Ordinance, at a revised amount **not to exceed** Two Hundred Thirty Thousand and 00/100 Dollars (\$230,000.00).

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

**FIRST AMENDMENT TO THE AGREEMENT  
FOR  
PROFESSIONAL DESIGN SERVICES**

This First Amendment to the Agreement for Professional Design Services (this “Agreement”), made as of \_\_\_\_\_, 2018, by and between the City of Sandusky (the “City”), whose contact person shall be the Director of Engineering Services designated below or successor (the “City Engineer”), and Jones & Henry Engineers, Ltd. (the “Architect/Engineer”), whose contact person and address are set forth below.

WHEREAS, the City is operating under its Charter, ordinances and regulations and it is the intention of the City, in the exercise of its powers, to obtain professional design/engineering services for the following project (the “Project”):

|               |  |
|---------------|--|
| Project Name: | <b>Pier Track Pump Station and Farwell<br/>Pump Station Improvements</b> |
|---------------|--|

|                |  |
|----------------|--|
| City Engineer: | Aaron Klein, P.E.  |
| Address:       | Department of Public Works<br>City of Sandusky<br>222 Meigs Street<br>Sandusky, Ohio 44870 |

|                     |   |
|---------------------|---|
| Architect/Engineer: | Jones & Henry Engineers, Ltd.   |
| Address:            | Joseph A. Hotz, P.E.<br>3103 Executive Parkway<br>Suite 300<br>Toledo, OH 43606 |

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Design Services Agreement executed on December 20, 2017, the City and the Architect/Engineer agree as follows:

The Architect/Engineer shall perform additional tasks included in Exhibit A as described therein, in accordance with the Professional Design Services Amendment executed on \_\_\_\_\_, between the City and Jones & Henry Engineers, Ltd. for a revised fee not to exceed **\$230,000.00**.

**Signature Page to Follow**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date and year first above written.

Jones & Henry Engineers, Ltd.  
("Architect/Engineer")

By: \_\_\_\_\_

By: \_\_\_\_\_

CITY OF SANDUSKY

By: \_\_\_\_\_

Eric Wobser  
City Manager



CERTIFICATE OF FUNDS

In the matter of: **Pier Track Pump Station and Farwell Pump Station Improvements**

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Agreement have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to the appropriate fund, free from any previous encumbrances.

Dated: \_\_\_\_\_, 2018

CITY OF SANDUSKY

By: \_\_\_\_\_  
Hank Solowiej  
Finance Director

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Amount



July 24, 2018

Jane Cullen, P.E.  
Assistant City Engineer  
Department of Public Works  
222 Meigs Street  
Sandusky, Ohio 44870

Subject: Amendment to Pier Track Pump Station and Farwell Pump Station Design Project  
For Flow Monitoring and Control of Plum Creek Pump Station Discharge

Dear Ms. Cullen:

As requested, we are providing a scope of services to assist the City of Sandusky to quantify the amount of excess flow from Erie County's Plum Brook Pump Station (aka Hines Pump Station) to the Sandusky sewer system along with its impact on wet weather flow conditions in the Sandusky sewer system. In addition, we will develop a preliminary design of a flow control system that will allow the City of Sandusky to maintain flows from the Plum Brook Pump Station within the limit of the operating agreement between the City of Sandusky and Erie County.

**Scope of Services:**

1. Evaluate the Erie County flow data from their Plum Brook Pump Station to determine the magnitude of flow that exceeds their operating agreement with the City of Sandusky. The evaluation will include:
  - a. Graphic presentation of the 15-minute flows from 2016, 2017 and 2018 through June.
  - b. Reviewing flows from Plum Brook Pump Station on dates corresponding to overflow events at the City of Sandusky's Pier Track Pump Station.
  - c. Determining how much of the Pier Track Pump Station service area was diverted directly to the Farwell Sewer by the East End sewer project completed in 2015.
  - d. Determining what improvements would be needed in the Sandusky sewer system to accommodate increased flows from the Erie County. The improvements will be consistent with the General Plan update of 2017.
2. Preliminary design of a flow control system on the discharge from Plum Brook Pump Station to the City of Sandusky.
  - a. Prepare a preliminary design of a flow control system on the discharge force main from the County's Plum Brook Pump Station. The flow control system will limit flows to a peak flow rate equal to the amount in the agreement between the City and the County; 1,550 gpm over a 15-minute time-

Jane Cullen, P.E.  
July 24, 2018  
Page 2

period. The flow control will be located within the Sandusky corporation limits on the existing 16-inch force main in the R/W of Cleveland Road. It would be operated independent of the Plum Creek Pump Station and controlled by the City of Sandusky.

- b. In general, the flow control system will consist of a throttling valve suitable for use in wastewater and a flow meter that generates a control signal for the throttling-valve.
- c. The preliminary design will include a description of the control system key components and the means of operation, preliminary site plan and layout drawings, and an estimate of cost.

3. Report

- a. Prepare a report to present findings of the evaluation of flow data from the Erie County Plum Creek Pump Station and the preliminary design of the flow control system for the Plum Creek Pump Station discharge to the Sandusky sewer system.

4. Meetings

- a. We have provided time to attend two meetings with the City and County.

**Fee**

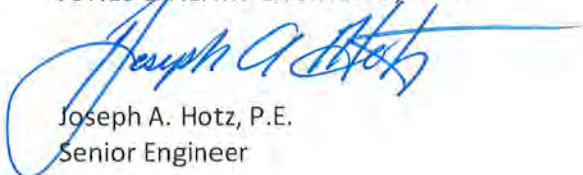
The estimated fee for the services described above is \$12,000. Actual charges will be on a time and expense basis and not exceed the estimated fee without approval from the City.

The standard of care for all professional engineering and related services performed or furnished by Jones & Henry under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Jones & Henry makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Jones & Henry.

If you have any questions, please contact me. We appreciate the opportunity to work with the City on this project.

Sincerely,

JONES & HENRY ENGINEERS, LTD.



Joseph A. Hotz, P.E.  
Senior Engineer

JAH/bjm



## DEPARTMENT OF PUBLIC WORKS

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Jeff Keefe, P.E., CPESC, CPSWQ

Date: September 26, 2018

Subject: **Commission Agenda Item – Amendment to the McCartney Road Reconstruction, Storm Sewer and Pump Station Design Professional Design Services Agreement**

**ITEM FOR CONSIDERATION:** Requesting legislation for an amendment to the professional design services agreement with CT Consultants of Mentor, Ohio for the McCartney Road Reconstruction, Storm Sewer and Pump Station Design.

**BACKGROUND INFORMATION:** Ordinance 17-167, passed on August 28, 2017, approved an agreement with CT Consultants for \$49,850.00. The intent of the original scope of work was to design a new storm drainage system, a new pump station that will pump down the storage volume for this tributary area and pavement reconstruction. As the design progressed, it was determined that the proposed storm sewer system would impact existing utilities within the right-of-way. Based on this impact, the storm sewer will now be under the pavement area. With this additional work within the pavement area, it was determined that a full-depth pavement repair would provide a better solution to the pavement reconstruction.

Additionally, a new culvert will be designed under Barrett Road, along with storm sewer relocations to the east of the existing culvert crossing. The new culvert will include a backflow device to control water in the railroad ditch when bay levels become elevated and could cause surcharged conditions back to McCartney Road.

Therefore, I am requesting to modify the current scope of work so that CT Consultants can move forward with the additional design requirements to meet the timelines to start construction in 2019.

**BUDGETARY INFORMATION:** The amendment to the scope of work outline above will increase the professional design agreement amount by \$20,000.00, making the not to exceed amount for the agreement \$69,850.00, and will be paid with Sewer Funds.

**ACTION REQUESTED:** It is recommended that an ordinance for Amendment #1 for an existing professional design agreement with CT Consultants for the McCartney Road Reconstruction, Storm Sewer and Pump Station Design in an amount not to exceed \$69,850.00 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to meet the timelines to move forward with construction in 2019.

I concur with this recommendation:

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Eric Wobser  
City Manager

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Aaron Klein, P.E.  
Director

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL DESIGN SERVICES WITH CT CONSULTANTS, INC., OF MENTOR, OHIO, FOR THE MCCARTNEY ROAD RECONSTRUCTION, STORM SEWER AND STORM PUMP STATION DESIGN PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, McCartney Road is currently in poor condition with the last major improvement occurring approximately 30 years ago and the proposed McCartney Road Reconstruction, Storm Sewer and Storm Pump Station Design Project involves the reconstruction of McCartney Road and includes a new storm drainage system and a new pump station; and

**WHEREAS**, this City Commission approved an agreement for Professional Design Services with CT Consultants, Inc., of Mentor, Ohio, for the McCartney Road Reconstruction, Storm Sewer and Storm Pump Station Design Project by Ordinance No. 17-167, passed on August 28, 2017; and

**WHEREAS**, the original scope of services was for the design of a new storm drainage system, a new pump station to pump down the storage volume for this tributary area, and pavement reconstruction but as the design progressed, it was concluded that the proposed storm sewer system would impact existing utilities within the right-of-way and the storm sewer under the pavement; and

**WHEREAS**, it is recommended to modify the scope of services to include a full-depth pavement repair, which would provide a better solution to the pavement reconstruction, and design a new culvert under Barrett Road, along with storm sewer relocations to the east of the existing culvert crossing, and include a backflow device to control water in the railroad ditch for when bay levels become elevated and possibly cause surcharged conditions back to McCartney Road; and

**WHEREAS**, the original cost of the professional design services was \$49,850.00 and this Amendment will increase the cost by \$20,000.00 for a revised total cost of \$69,850.00 and will be paid with Sewer Funds; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to move forward with the design modifications to meet the timeline to begin construction in 2019; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into an Amendment to the Agreement with CT Consultants, Inc., of Mentor, Ohio, for Professional Design Services for the McCartney Road Reconstruction, Storm Sewer and Storm Pump Station Design Project, substantially in the same form as attached to this Ordinance, marked Exhibit "1", and specifically incorporated as if fully rewritten herein, together with any revisions or additions as are approved by the Law Director as not being substantially adverse to the City and consistent with carrying out the terms of this Ordinance, at a revised amount **not to exceed** Sixty Nine Thousand Eight Hundred Fifty and 00/100 Dollars (\$69,850.00).

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018

**FIRST AMENDMENT TO THE AGREEMENT  
FOR  
PROFESSIONAL SERVICES**

This First Amendment to the Agreement for Professional Design/Engineering Services (this "Agreement"), made as of \_\_\_\_\_, 2018, by and between the City of Sandusky (the "City"), whose contact person shall be the Director of Engineering Services designated below or successor (the "City Engineer"), and CT Consultants Inc. (the "Architect/Engineer"), whose contact person and address are set forth below.

WHEREAS, the City is operating under its Charter, ordinances and regulations and it is the intention of the City, in the exercise of its powers, to obtain professional design/engineering services for the following project (the "Project"):

|               |   |
|---------------|---|
| Project Name: | <b>McCartney Road Reconstruction, Storm<br/>Sewer and Storm Pump Station Design</b> |
|---------------|---|

|                |  |
|----------------|--|
| City Engineer: | Aaron Klein, P.E.  |
| Address:       | Department of Public Works<br>City of Sandusky<br>222 Meigs Street<br>Sandusky, Ohio 44870 |

|                     |                                       |
|---------------------|---------------------------------------|
| Architect/Engineer: | CT Consultants                        |
| Contact:            | Douglas L. Tober, P.E.                |
| Address:            | 8150 Sterling Ct.<br>Mentor, OH 44060 |

NOW, THEREFORE, in consideration of the mutual promises contained in the Professional Design/Engineering Services Agreement executed on October 16, 2017, the City and the Architect/Engineer agree as follows:

The Architect/Engineer shall perform additional tasks included in Attachment A as described therein, in accordance with the Professional Services Amendment executed on \_\_\_\_\_, between the City and Strand Associates for a revised fee not to exceed **\$69,850.00.**

**Signature Page to Follow**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date and year first above written.

CT Consultants Inc.  
("Architect/Engineer")

By: \_\_\_\_\_

CITY OF SANDUSKY

By: \_\_\_\_\_  
Eric Wobser  
City Manager



CERTIFICATE OF FUNDS

In the matter of: **McCartney Road Reconstruction, Storm Sewer and Storm Pump Station Design**

IT IS HEREBY CERTIFIED that the moneys required to meet the obligations of the City of Sandusky under the foregoing Agreement have been lawfully appropriated for such purposes and are in the treasury of the City of Sandusky or are in the process of collection to the appropriate fund, free from any previous encumbrances. This certificate is given in compliance with Sections 5705.41 and 5705.44, Ohio Revised Code (ORC).

Dated: \_\_\_\_\_, 2018

CITY OF SANDUSKY

By: \_\_\_\_\_  
Hank Solowiej  
Finance Director

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Amount

September 13, 2018



Mr. Aaron Klein  
Engineer/Director of Public Works  
City of Sandusky  
222 Meigs Street  
Sandusky, Ohio 44870

ENGINEERING DEPT.  
SEP 24 2018  
CITY OF SANDUSKY

Attn: Mr. Jeff Keefe, P.E., P.S.

**Re: *McCartney Road Improvements Meeting Minutes and  
Contract Modification Request, #170594***

Dear Mr. Klein:

We appreciate the time taken in various meetings and subsequent conversations to review the subject project with our team, Julie Thomas, Bryan May, Doug Tober and myself. CT presented the design decisions performed for the road rehabilitation, storm sewer reconstruction, culvert and costs. In regards to the storm sewer, we discussed the drainage study and the drainage options for the Mix Ditch and Barrett Road culvert were presented to the City in the attached letter. These items required discussion and direction from the City. We have summarized below our understanding of the City's direction from these meetings and conversations.

## **PROJECT REVIEW**

### **1. *Storm Sewer***

CT designed a new storm sewer for the entire length of McCartney Road according to our scope of services capturing storm water for the project length which outlets to Mix Ditch. The design included minimum pipe slopes to achieve scour velocity and reduce maintenance. This initial design resulted in a deeper outlet into Mix Ditch which would have required six feet of ditch excavation. After an initial review, CT was directed to study and revise the preliminary design and drawings to minimize the pipe slope to reduce the ditch excavation to a one-foot depth.

Due to concerns over the construction budget, CT provided a revised construction cost estimate comparison for changing the current drainage design to allow the project drainage areas to continue draining as they currently do allowing the existing storm sewer to remain in place with minor improvements. This revised option eliminated 40% of the proposed storm sewer at the west end of the project and maintained the proposed ditch excavation. Further, the majority of storm sewer improvements east of Mix Ditch were eliminated (another 30% of the proposed system), reducing construction costs and allowing the existing storm sewer to remain in place with only minor improvements. The proposed system allows for future connections for pre-developed flow to the farm fields located to the south of McCartney Road.



Due to cost savings associated with these design changes, it is our understanding that the City would like CT to implement these changes to the revised calculations and plans. Further discussions at our meetings directed CT to change the design to avoid the placement of the new sewer near existing power poles and requested a redesign and relocation under the pavement.

## **2. *Drainage Outlet***

Replacing the storm sewer or portions of the storm sewer along McCartney Road partially addresses the concerns of localized flooding made by residents. A pump station package plant near Barrett Road was included in the original scope of services to lower the water level in Mix Ditch. This required a delineation of the roadway drainage area to size the package pump station. During the analysis, it was determined the undersized 24" CMP culvert beneath Barrett Road combined with an undersized railroad culvert were creating a high tail water elevation for extended periods of time in Mix Ditch. This, in turn, contributes to flooding when Sandusky Bay water levels are seasonably high or the Bay experiences storm surges.

Because of the impact these two culverts have on flooding, CT performed an overall drainage analysis and developed options to address the Barrett Road culvert and allow Mix Ditch to reduce overtopping. See the letter dated 2/27/18 for these new options. These options were discussed at our meeting and a decision was made to proceed with the design of the 54" pipe culvert, backflow prevention and medium sized pump station. However, during higher storm events and bank full conditions the railroad ditch will overflow back into Mix Ditch. This option would allow the runoff to slowly drain as the railroad ditch and culvert drains after storm events and reduced high water Bay levels and pumped when needed to lower the water elevation in the Mix ditch and McCartney Road storm sewers.

It is our understanding that the City may investigate the interest of the residents along McCartney Road for a proposed assessment for better protection provided by the larger culvert and pump station. If there is interest, this option would be bid as the base bid. The assessment to the residents would be for the difference between the original pipe replacement and pump station.

## **3. *Pavement Improvements***

The original City scope intended to replace the existing pavement utilizing the process of full depth reclamation (FDR).



Mr. Aaron Klein  
Engineer/Director of Public Works  
City of Sandusky  
September 13, 2018  
Page Three



At the kick-off meeting, the FDR application and process including verification of utility service depths and a subsurface investigation was discussed. SME performed pavement cores and provided a preliminary analysis based upon the existing pavement and subgrade materials discovered onsite. For reasons, including existing soil conditions, the number of existing utility trenches in the pavement and the number of utility structures within the pavement, concerns were raised by SME regarding the suitability of the FDR application for this project. This was presented at our meeting and discussed later.

We have provided the City with construction cost comparisons for three pavement options: full depth reclamation, traditional full depth pavement reconstruction and a structural overlay. A conference call was held with the City, CT and SME to discuss the options, costs, benefits and drawbacks. A summary of the options along with a recommendation to perform the full pavement reconstruction was provided to the City by SME. During a subsequent meeting, CT recommended the undercut and pavement reconstruction be considered based on SME's recommendations due to soil conditions, ground water and extended life and consider pavement underdrains due to the subsurface conditions. The preliminary reconstruction option saves about \$42,900 over the original FDR option.

The pavement reconstruction vs. the original reclamation option will require typical sections and cross sections; undercut requirements, maintenance of traffic scheme, updated general notes; pay items, quantities; and final construction cost estimate.

#### 4. ***Project Budget***

The City submitted an OPWC funding application in 2017 for the pavement improvements (not including the storm sewer improvements). The construction cost and contingencies in the application were estimated at \$591,400

As the project is currently proposed with a revised and relocated storm sewer design, pavement reconstruction, Barrett Road 54" culvert, backflow prevention, pump station and ditch cleaning the estimated construction costs have increased over the anticipated estimates. The construction costs for the proposed items are as follows.

|   |                   |
|---|-------------------|
| Revised Roadway Drainage & Pavement Reconstruction        | \$1,195,400       |
| Proposed Barrett Road 54" Culvert and Backflow Prevention | \$ 244,200        |
| Original Pump Station, Force Main, Ditch Cleaning         | <u>\$ 330,000</u> |
| Engineer's Opinion of Probable Construction Cost          | \$1,769,600       |



Mr. Aaron Klein  
Engineer/Director of Public Works  
City of Sandusky  
September 13, 2018  
Page Four



#### ADDITIONAL DESIGN SERVICES

Based on the above summary, we have performed additional design services outside of our original scope due to unknown and changed conditions and presented alternate options for storm drainage, pavement, and culvert beyond the original fees and construction budget at no added engineering cost to the City and original fees.

For the final design, construction plans and cost estimates for the new scope items that remain to be completed we respectfully request a time extension to be determined and the following additional lump sum fees for your review and consideration.

|   |             |
|---|-------------|
| Revised Storm Sewer & Lateral Stubs Option    | \$ 4,000.00 |
| Barrett Road 54" Culvert/Backflow Check Valve | \$10,300.00 |
| Pavement Reconstruction Option                | \$ 5,700.00 |
| Additional Fee Request                        | \$20,000.00 |

#### CLOSURE

It is our intent to partner with the City and provide a design project that addresses the needs of the City of Sandusky, residents and funds.

Please contact us if you have any questions. We anticipate a discussion regarding our request and revised schedule and look forward to continued collaboration with the City and the resolution of our request and successful completion of the project.

Respectfully,

**CT CONSULTANTS, INC.**

Accepted: City of Sandusky

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Name of Client's Designated Representative



## ADMINISTRATIVE SERVICES

222 Meigs Street  
Sandusky, Ohio 44870  
Phone: 419-627-5969  
shamilton@ci.sandusky.oh.us

To: Eric Wobser, City Manager

From: Stuart Hamilton, IT Manager

Date: September 26<sup>th</sup>, 2018

Subject: **Commission Agenda Item- Award City Owned Fiber Extension Project to Ohio Telecom, Inc.**

**ITEM FOR CONSIDERATION:** Requesting legislation awarding a contract to Ohio Telecom, Inc., of Port Clinton, OH for the City Owned Fiber Extension Project.

**BACKGROUND INFORMATION:** The Fiber extension project was originally bid in June 2018. This was then rebid in August as the original bids came in over 10% of the original estimate. This was due to the need to bore through bedrock across Washington Park and Washington Row to get to the new city hall as there is no overhead option.

The City currently relies on fiber connections to its offsite locations for all phone and data communications. The fiber connections run from these locations and terminate at the current City Hall. To continue city connectivity, we will need to extend these fiber connections to the new City Hall where the data center will reside. We investigated the option of moving over to leased lines vs. extending our existing lines. By keeping our existing lines, our ROI is under 24 months.

The following bid was opened on September 27, 2018:

Ohio Telecom, Inc.,                      Total base Bid - \$123,373.54  
Port Clinton, Ohio  
100% Bond

Ohio Telecom, Inc. was selected as the lowest and best bid.

**BUDGETARY INFORMATION:** The total cost of the project based on bid, including advertising, is \$123,681.54 to be expensed out of the Capital Projects Fund.

**ACTION REQUESTED:** It is requested that the proper legislation be prepared to award a contract to Ohio Telecom, Inc., of Port Clinton, Ohio, for the City Owned Fiber Extension Project. It is further requested that the necessary legislation be passed under suspension of the rules and in full accordance with Section 14 of the City Charter in order to complete the project prior to moving in to the New City Hall in 2019.

I concur with this recommendation:

\_\_\_\_\_  
Eric Wobser, City Manager

\_\_\_\_\_  
Stuart Hamilton, IT Manager

cc: K. Kresser, Commission Clerk; H. Solowiej, Finance Director; T. Hayberger, Acting Law Director

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH OHIO TELECOM, INC., OF PORT CLINTON, OHIO, FOR THE CITY OWNED FIBER EXTENSION PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the City currently relies on fiber connections for all phone and data communications with our offsite locations and these fiber connections run from the offsite locations to the current City Hall; and

**WHEREAS**, the proposed City Owned Fiber Extension Project involves extending the fiber connections from the current City Hall location to the new City Hall location where the data center will reside; and

**WHEREAS**, this City Commission declared the necessity to proceed with the proposed City Owned Fiber Extension Project by Resolution No. 037-18R, passed on September 10, 2018; and

**WHEREAS**, upon public competitive bidding as required by law one (1) appropriate bid was received and the bid from Ohio Telecom, Inc., of Port Clinton, Ohio, was determined to be the lowest and best bid; and

**WHEREAS**, the total cost of this project based on bids, including advertising, is \$123,681.54 and will be paid with Capital Projects Funds; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to complete the project prior to the City's occupancy of the facility in 2019; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Information Technology, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a contract with Ohio Telecom, Inc., of Port Clinton, Ohio, for the City Owned Fiber Extension Project in an amount **not to exceed** One Hundred Twenty Three Thousand Six Hundred Eighty One and 54/100 Dollars (\$123,681.54) consistent with the bid submitted by Ohio Telecom, Inc., of Port Clinton, Ohio, currently on file in the office of the Director of Public Works.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
DENNIS E. MURRAY, JR.  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
KELLY L. KRESSER  
CLERK OF THE CITY COMMISSION

Passed: October 9, 2018