



**SANDUSKY CITY COMMISSION  
REGULAR SESSION AGENDA  
November 9, 2020 AT 5 P.M.  
CITY HALL, 240 COLUMBUS AVENUE**

INVOCATION	Blake Harris
PLEDGE OF ALLEGIANCE	
CALL TO ORDER	
ROLL CALL	W. Poole, B. Harris, D. Murray, D. Brady, N. Twine, M. Meinzer & D. Waddington
APPROVAL OF MINUTES	October 26, 2020
AUDIENCE PARTICIPATION	
PROCLAMATION	
COMMUNICATIONS	Motion to accept all communications submitted below
CURRENT BUSINESS	

**CONSENT AGENDA ITEMS**

**ITEM A – Submitted by Stuart Hamilton, IT Manager**

**DISPOSAL OF IT EQUIPMENT (FIRST READING)**

**Budgetary Information:** There is no budgetary impact. These items will be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc. at no cost to the City.

**RESOLUTION NO. \_\_\_\_\_:** It is requested a resolution be passed authorizing the disposal of used computers, laptops, and related equipment as being unnecessary and unfit for city use pursuant to Section 25 of the City Charter; and approving their donation to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

**ITEM B – Submitted by Joshua Snyder, Assistant City Engineer**

**PIERCE STREET RECONSTRUCTION PROJECT CHANGE ORDER #1 & FINAL (DEDUCT)**

**Budgetary Information:** Change Order No. 1 and Final is a deduction of \$19,084.83, which will revise the original contract amount of \$356,879.71 to \$337,794.88 and will be paid from the Issue 8 Infrastructure Funds from the Capital Projects Fund.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to approve the First & Final Change Order for work performed by Erie Blacktop, Inc., of Sandusky, Ohio, for the Pierce Street Reconstruction and Resurfacing Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM C – Submitted by Aaron Klein, Director of Public Works**

**2018 SIDEWALK PROJECT CHANGE ORDER #1 & FINAL (DEDUCT)**

**Budgetary Information:** The original contract with Precision Paving, Inc., was for \$150,986.70. Change Order #1 & Final decreases the contract by \$36,150.20 to a total of \$114,836.50, resulting in a 23.9% savings. The full project, including retainage for work performed, was paid in full in 2018 from Capital Parks and Recreation funds, Sandusky Neighborhood Initiative funds, and Issue 8 infrastructure funds. No additional payment will be required to close out this project.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to approve the First & Final Change Order for work performed by Smith Paving & Excavating, Inc., of Norwalk, Ohio, for the 2018 Sidewalk Repair & Replacement Project; 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 Joshua Snyder, Assistant City Engineer**

**EXPENDITURE FOR ROOF AND BRICK SIDING AND MASONRY WORK AT THE WASTEWATER TREATMENT PLANT**

**Budgetary Information:** The total cost for this repair work is \$199,966, which includes materials, delivery, installation, warranties and contingencies, and will be paid from the Sewer Fund. The funds for this work have been included in the last rate increase.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to expend funds for roof and brick siding and masonry repair work at the Wastewater Treatment Plant (WWTP) dewatering building by Garland/DBS, Inc. of Cleveland, Ohio; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the City Charter.

**ITEM #2 – Submitted by Joshua Snyder, Assistant City Engineer**

**CONTRACT WITH INSIGHT PIPE CONTRACTING, LLC FOR 2020 SEWER LINING PROJECT**

**Budgetary Information:** The total cost of the project based on bids, including advertising and miscellaneous costs is \$307,835.40 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 a contract with Insight Pipe Contracting, LLC of Harmony, Pennsylvania, for the 2020 Sewer Lining Project; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM #3 – Submitted by Joshua Snyder, Assistant City Engineer**

**BUCHANAN STREET RECONSTRUCTION PROJECT CHANGE ORDER #1 & FINAL**

**Budgetary Information:** Change Order No. 1 and Final is an increase of \$5,672.89, which will revise the original contract amount of \$407,220.61 to \$412,893.50, with \$175,000 paid out of OPWC funds, and the remaining \$237,893.50 being paid from the Issue 8 Infrastructure Funds out of the Capital Projects Fund.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to approve the First & Final Change Order for work performed by D.L. Smith Concrete, LLC, of Norwalk, Ohio, for the Buchanan Street Reconstruction project – Hayes Avenue to Campbell street in the amount of \$5,672.89; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM #4 – Submitted by Stuart Hamilton, IT Manager**

**AGREEMENT WITH ROVISYS FOR UPGRADE OF SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM AT BIG ISLAND WATER WORKS**

**Budgetary Information:** The total cost for the upgrade software licensing and services from Rovisys is \$43,219, and the price for the hardware from Dell is \$16,413.73. The total cost for this project is \$59,632.73 and will be paid from the Water Fund.

**(A) ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement with Rovisys, of Aurora, Ohio, for the upgrade of the supervisory control and data acquisition (SCADA) system at the Big Island Water Works (BIWW) Plant; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**(B) ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase a virtual server and five (5) workstations from Dell Marketing L.P. of Round Rock, Texas, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program to be used for the upgrade of the supervisory control and data acquisition (SCADA) system at the Big Island Water Works Plant; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

**ITEM #5 – Submitted by Michelle Reeder, Director of Finance**

**AGREEMENT WITH RISEHART WALTERS-DANNER INSURANCE AGENCY FOR INSURANCE**

**Budgetary Information:** The annual cost has become part of the annual operating budget. The cost of insurance is not to exceed \$325,000 which includes the premium cost of \$314,745 plus a contingency of \$10,255 for special events if needed. Based on exposures, the cost will be distributed to the General Fund (\$208,000), Street Fund (\$33,800), Water Fund (\$40,625), and Sewer Fund (\$42,575). This proposal will save the City \$115,000 over last year. The prior year ordinance was passed by the City Commission on November 25, 2019 (Ordinance No 19-194) that covered the period December 1, 2019 through November 30, 2020, for an amount not to exceed \$440,000.

**ORDINANCE NO. \_\_\_\_\_:** It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement with Rinehart Walters-Danner Insurance Agency of Mansfield, Ohio for property, casualty, and liability insurance for the period of December 1, 2020, through November 30, 2021; 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**

Online: [www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us) – Click “Play” 



## ADMINISTRATIVE SERVICES

240 Columbus Ave.  
Sandusky, Ohio 44870

To: Eric Wobser, City Manager

From: Stuart Hamilton

Date: October 26<sup>th</sup>, 2020

Subject: **Commission Agenda Item – Computer Equipment Disposal**

**ITEM FOR CONSIDERATION:** Requesting legislation authorizing the disposal of used, obsolete computers and related equipment that have exceeded their recommended service life and are no longer in service and are no longer useful to the Information Technology Department and allowing the items to be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

**BACKGROUND INFORMATION:** The Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc. has informed the City that they are continuing their used computer recycling program and that they would welcome any used computers and related equipment that the City no longer needed. Goodwill uses the proceeds from the recycling program to help fund their employment programs for area residents with disabling and disadvantageous conditions. The Information Technology Department has accumulated a surplus of used computers and related equipment that are obsolete, unnecessary and unfit for City use and is recommending that these items be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

- 48 Computers
- 9 Switches
- 4 Printers
- 1 Typewriter
- 1 Barracuda Message Archiver
- Miscellaneous Computer and networking parts
- 17 Laptops
- 5 Monitors
- 4 UPS's (Uninterruptable Power Supply)
- 1 Case of Receipt Printer Paper
- Unused Ink/Toner
- Miscellaneous Old phone System parts

**BUDGETARY INFORMATION:** There is no budgetary impact. These items will be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc at no cost to the City.

**ACTION REQUESTED:** It is requested that the proper legislation be prepared declaring the used computers and related equipment as unfit for City use as recommended by the Information Technology Manager and allowing the used computers and related equipment to be donated to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

I concur with this recommendation:

Eric Wobser, City Manager

Stuart Hamilton, I.T Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

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

**A RESOLUTION AUTHORIZING THE DISPOSAL OF USED COMPUTERS, LAPTOPS, AND RELATED EQUIPMENT AS BEING UNNECESSARY AND UNFIT FOR CITY USE PURSUANT TO SECTION 25 OF THE CITY CHARTER; AND APPROVING THEIR DONATION TO THE GOODWILL INDUSTRIES OF ERIE, HURON, OTTAWA AND SANDUSKY COUNTIES, INC.**

**WHEREAS**, the Information Technology Department has accumulated a surplus of used computers, laptops, and related equipment that have exceeded their recommended service life and are no longer in service and no longer useful to the Information Technology Department; and

**WHEREAS**, the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc. has informed the City that they are continuing their used-computer recycling program and would welcome any used computers and related equipment that the City no longer needed and the proceeds from this program are used to assist with their employment programs for area residents with disabling and disadvantageous conditions; and

**WHEREAS**, the following items have been determined to be obsolete, unnecessary and/or unfit for City use by the Information Technology Department:

Computers (48)
Laptops (17)
Switches (9)
Monitors (5)
Printers (4)
UPS's (Uninterruptable Power Supply) (4)
Typewriter (1)
Receipt Printer Paper (1 case)
Barracuda Message Archiver (1)
Unused Ink/Toner
Miscellaneous Computer and Networking Parts
Miscellaneous Old Phone System Parts

**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 Department of Information Technology, of the City of Sandusky, Ohio and, NOW, THEREFORE,

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

Section 1. This City Commission finds and determines that the used computers, laptops, and related equipment described in the preamble above have become obsolete and are unnecessary and unfit for City use pursuant to Section 25 of the City Charter and authorizes and directs the City Manager to dispose of the used computers, laptops, and related equipment by donating the items to the Goodwill Industries of Erie, Huron, Ottawa and Sandusky Counties, Inc.

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.

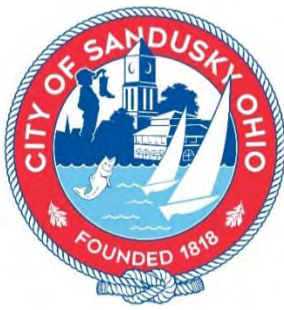
Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Resolution were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted 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 shall take effect at the earliest time allowed by Law.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed:



## DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Joshua R. Snyder, P.E.

Date: October 27, 2020

Subject: Commission Agenda Item- Pierce Street Reconstruction

**ITEM FOR CONSIDERATION:** Requesting legislation for approval of Change Order No. 1 and Final for the Pierce Street Reconstruction Project.

**BACKGROUND INFORMATION:** This project was awarded to Erie Blacktop, Inc. at the August 12, 2019 city commission meeting per ordinance 19-134 in the amount of \$356,879.71.

This project provided for the Reconstruction of Pierce Street, from Thomas to Campbell Street and resurfacing of Pierce St. from Thomas to Hayes Ave.

Change Order No. 1 and Final, a deduct in the amount of \$19,084.83, represents final quantities installed in the field by the contractor. See attached summary sheet of all quantities.

**BUDGETARY INFORMATION:**

Change Order No. 1 and Final is a deduction of \$19,084.83, which will revise the original contract amount of \$356,879.71 to \$337,794.88 and will be paid from the Issue 8 Infrastructure Funds from the Capital Projects Fund.

**ACTION REQUESTED:** It is requested that legislation be prepared to allow for the approval of Change Order No. 1 and Final for a reduction in work quantities for the Pierce St. Reconstruction Project. It is further requested that this be passed in accordance with Section 14 of the City Charter so that the contractor can be paid for items already installed in the field and to close out the completed project.

I concur with this recommendation:

---

Eric Wobser  
City Manager

---

Aaron Klein, P.E.  
Director

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director



## CITY OF SANDUSKY, OHIO

CHANGE ORDER #1 &amp; FINAL

Department of Public Works  
Pierce St. Road Recon. Project - Totals

REV. 10.26.20

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY.	UNIT	UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL TOTAL \$	+/-
1	Special	Bonding	1.00	LS	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	\$0.00
2	624	Mobilization / demobilization	1.00	LS	\$ 9,000.00	\$ 9,000.00	1	\$ 9,000.00	\$0.00
3	614	Maintenance of Traffic	1.00	LS	\$ 12,250.00	\$ 12,250.00	1	\$ 12,250.00	\$0.00
4	623	Construction Layout	1.00	LS	\$ 3,150.00	\$ 3,150.00	1	\$ 3,150.00	\$0.00
5	832	Erosion and Sediment Control	1.00	LS	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00	\$0.00
6	202	Demo Concrete Pmnt 7" avg (removed by equip - inc curbs)	3,000.00	SY	\$ 7.35	\$ 22,050.00	2,986.60	\$ 21,951.51	(\$98.49)
7	202	Demo Concrete Pavement (As Directed)	500.00	SF	\$ 3.85	\$ 1,925.00	0	\$ -	(\$1,925.00)
8	254	Pavement Planing 2"	3,000.00	SY	\$ 4.00	\$ 12,000.00	3,455.08	\$ 13,820.32	\$1,820.32
9	608	7" Concrete Pavement (As Directed)	500.00	SF	\$ 7.35	\$ 3,675.00	0	\$ -	(\$3,675.00)
10	609	Conc Curb and Gutter (New) - ODOT Type 2	1,700.00	LF	\$ 18.15	\$ 30,855.00	1,827.4	\$ 33,167.31	\$2,312.31
11	202	Demo Conc Curb and Gutter	1,700.00	LF	\$ 1.85	\$ 3,145.00	1,700	\$ 3,145.00	\$0.00
12	609	Conc Curb and Gutter (Additional Replacement)	50.00	LF	\$ 18.90	\$ 945.00	0	\$ -	(\$945.00)
13	202	Demo Conc Curb and Gutter (Additional Removal)	50.00	LF	\$ 6.30	\$ 315.00	139.2	\$ 876.96	\$561.96
14	441 W1	Asphalt PG64-22 Type 1 Surface Course 1.25"	203.47	Ton	\$ 76.00	\$ 15,463.89	0	\$ -	(\$15,463.89)
15	441 E1	Asphalt PG64-22 Type 1 Surface Course 1.75"	253.00	Ton	\$ 76.00	\$ 19,228.00	533.9	\$ 40,576.40	\$21,348.40
16	408 E	Prime Coat 0.08 Gal/sy	234.40	Gal	\$ 3.75	\$ 879.00	0	\$ -	(\$879.00)
17	441 E2	Asphalt Concrete, PG64-22 Type 2 Intermediate Course 2"	289.00	Ton	\$ 64.00	\$ 18,496.00	277.04	\$ 17,730.56	(\$765.44)
18	407 E	Tack Coat 0.05 Gal/sy	146.50	Gal	\$ 2.20	\$ 322.30	511.28	\$ 1,124.82	\$802.52
19								\$ -	\$0.00
20	408W	Prime Coat 0.08 Gal/sy	239.28	Gal	\$ 3.75	\$ 897.30	0	\$ -	(\$897.30)
21	441 W2	Asphalt Concrete, PG64-22 Type 1 Intermediate Course 1.25"	203.47	Ton	\$ 74.00	\$ 15,056.78	0	\$ -	(\$15,056.78)
22	407W	Tack Coat 0.05 Gal/sy	149.55	Gal	\$ 2.20	\$ 329.01	0	\$ -	(\$329.01)
23	301	Asphalt 3.5" Base Course	249.00	CY	\$ 117.00	\$ 29,133.00	264.16	\$ 30,906.72	\$1,773.72
24	204	Subgrade Comp w/tensar TX 140 Geogrid or equal	3,000.00	SY	\$ 2.00	\$ 6,000.00	2,603	\$ 5,206.00	(\$794.00)

## CITY OF SANDUSKY, OHIO

CHANGE ORDER #1 &amp; FINAL

Department of Public Works  
Pierce St. Road Recon. Project - Totals

REV. 10.26.20

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY.	UNIT	UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL TOTAL \$	+/-
25	203	Subbase Excavation use 6"	501.00	CY	\$ 8.00	\$ 4,008.00	483.86	\$ 3,870.88	(\$137.12)
26	304	Compacted Aggregate Base 6"	501.00	CY	\$ 27.00	\$ 13,527.00	483.86	\$ 13,064.22	(\$462.78)
27	203	Additional Subbase Excavation 6"	15.00	CY	\$ 9.50	\$ 142.50	0	\$ -	(\$142.50)
28	304	Additional Compacted Aggregate Base 6"	15.00	CY	\$ 27.50	\$ 412.50	0	\$ -	(\$412.50)
29	407	AC Band	3,400.00	LF	\$ 0.40	\$ 1,360.00	0	\$ -	(\$1,360.00)
30	Special	Asphalt Sealer (Rejuvenate)	6,000.00	SY	\$ 1.05	\$ 6,300.00	0	\$ -	(\$6,300.00)
31	202	Demo - saw and remove - Concrete Apron (as needed)	1,000.00	SF	\$ 3.85	\$ 3,850.00	1,455	\$ 5,602.33	\$1,752.33
32	608	Concrete Walk 4" (as directed)	100.00	SF	\$ 6.55	\$ 655.00	1,522.55	\$ 9,972.70	\$9,317.70
33	608	Concrete Residential Apron 6"	1,000.00	SF	\$ 6.80	\$ 6,800.00	1,765.2	\$ 12,003.36	\$5,203.36
34	608	Concrete Commercial Apron 8"	200.00	SF	\$ 7.65	\$ 1,530.00	0	\$ -	(\$1,530.00)
35	608	HC Ramp (per details)	1,000.00	SF	\$ 6.60	\$ 6,600.00	441.5	\$ 2,913.90	(\$3,686.10)
36	608	Truncated Domes	10.00	EA	\$ 295.00	\$ 2,950.00	8	\$ 2,360.00	(\$590.00)
37	642	Stop Bars (2')	72.00	LF	\$ 3.70	\$ 266.40	51	\$ 188.70	(\$77.70)
38	642	Crosswalks ladder-style	124.00	LF	\$ 16.80	\$ 2,083.20	244	\$ 4,099.20	\$2,016.00
39	Special	Remove Sign (turn over to street dept)	12.00	EA	\$ 36.75	\$ 441.00	2	\$ 73.50	(\$367.50)
40	630	Stop Sign (new installed)	2.00	EA	\$ 315.00	\$ 630.00	2	\$ 630.00	\$0.00
41	631	Block Watch Sign (new installed)	3.00	EA	\$ 240.00	\$ 720.00	2	\$ 480.00	(\$240.00)
42	631	Crosswalk Sign FYG (new installed) - 36"	2.00	EA	\$ 370.00	\$ 740.00	2	\$ 740.00	\$0.00
43	631	Advanced Crosswalk Sign FYG (new installed) - 36"	2.00	EA	\$ 370.00	\$ 740.00	2	\$ 740.00	\$0.00
44	630	Street Name Sign (new installed)	2.00	EA	\$ 210.00	\$ 420.00	0	\$ -	(\$420.00)
45	630	Speed Limit Sign (new installed)	4.00	EA	\$ 290.00	\$ 1,160.00	2	\$ 580.00	(\$580.00)
46	630	No Parking Sign (new installed)	6.00	EA	\$ 265.00	\$ 1,590.00	2	\$ 530.00	(\$1,060.00)
47	653	Topsoil 4" (furnished and placed)	329.00	CY	\$ 31.50	\$ 10,363.50	271.48	\$ 8,551.62	(\$1,811.88)
48	659	Seeding and Mulch	2,958.00	SY	\$ 0.65	\$ 1,922.70	2,443.30	\$ 1,588.15	(\$334.56)
49	632	Loop detector - furnish and install 2 loops, 6' x 24'	1.00	EA	\$ 3,150.00	\$ 3,150.00	1	\$ 3,150.00	\$0.00
50	611	Replace & Adjust CB casting to grade (contractor provides casting)	11.00	EA	\$ 850.00	\$ 9,350.00	12	\$ 10,200.00	\$850.00
51	611	CB replace top 27" to 32" and new casting adjusted to grade	2.00	EA	\$ 1,825.00	\$ 3,650.00	0	\$ -	(\$3,650.00)
52	Special	Contingency (to be used at the direction of the engineer)	1.00	LS	\$ 30,000.00	\$ 30,000.00	0	\$ -	(\$30,000.00)



CITY OF SANDUSKY, OHIO

CHANGE ORDER #1 &amp; FINAL

Department of Public Works  
Pierce St. Road Recon. Project - Totals

REV. 10.26.20

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY.	UNIT	UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL TOTAL \$	+/-
53	608	Concrete Walk 4" (see location sheet)	3,174.00	SF	\$ 6.60	\$ 20,948.40	3,994.4	\$ 26,363.04	\$5,414.64
54	608	Concrete Walk 6" (see location sheet)	540.00	SF	\$ 6.75	\$ 3,645.00	590	\$ 3,983.19	\$338.19
55	659	Seed & Mulch	476.00	SY	\$ 0.65	\$ 309.23	0	\$ -	(\$309.23)
56	201	Tree Removal	6.00	EA	\$ 1,250.00	\$ 7,500.00	7.5	\$ 9,375.00	\$1,875.00
						\$ 356,879.71	Sub Total	\$ 317,965.38	\$ (38,914.33)
<b>Change Orders</b>									
1	609	Conc Curb Remove & Replace (Modified ODOT Type 6)	0	LF	\$ 19.00		425	\$ 8,075.00	\$8,075.00
2	-	Concrete Removal	0	SF	\$ 2.00	\$ -	720	\$ 1,440.00	\$1,440.00
3a	-	LSM Filler bet. Curb & Pavement	0	LF	\$ 5.99		345	\$ 2,066.55	\$2,066.55
3b		Concrete Removal	0	LF	\$ 3.57		467	\$ 1,665.42	\$1,665.42
3c		Curb R&R type 6	0	LF	\$ 8.09		345	\$ 2,791.05	\$2,791.05
4		Boulevard work	0	LS	\$ 1.00		682.5	\$ 682.50	\$682.50
5		Aggregate Base	0	SF	\$ 1.32		2,355	\$ 3,108.99	\$3,108.99
							Sub Total	\$ 19,829.50	\$19,829.50
						ACTUAL	GRAND TOTAL	\$ 337,794.88	\$ (19,084.83)

Contractor Concurrence:


 October 27, 2020  
 Christopher A. Schaeffer, President - Erie Blacktop, Inc.

Owner Concurrence: \_\_\_\_\_

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

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY ERIE BLACKTOP, INC., OF SANDUSKY, OHIO, FOR THE PIERCE STREET RECONSTRUCTION AND RESURFACING PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

**WHEREAS**, the Pierce Street Reconstruction and Resurfacing Project involved the milling and resurfacing of asphalt between Hayes Avenue and Thomas Street and the removal of concrete between Thomas Street and Campbell Street which will be replaced with asphalt, including new curb and gutters, the replacement of select sidewalks, and new handicap ramps; and

**WHEREAS**, this City Commission declared the necessity for the City to proceed with the proposed Pierce Street Reconstruction and Resurfacing Project by Resolution No. 024-19R, passed on June 24, 2019; and

**WHEREAS**, this City Commission approved the awarding of the contract to Erie Blacktop, Inc., of Sandusky, Ohio, for work to be performed for the Pierce Street Reconstruction and Resurfacing Project by Ordinance No. 19-134, passed on August 12, 2019; and

**WHEREAS**, this First & Final Change Order reflects the actual work performed in the field by the contractor and the actual quantities used; and

**WHEREAS**, the original contract with Erie Blacktop, Inc., of Sandusky, Ohio, was \$356,879.71, and with the **deduction** of this First & Final Change Order in the amount of \$19,084.83, the final contract cost is \$337,794.88 and will be paid with Issue 8 Infrastructure Funds from the 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 make final payment to the contractor for work already performed and to close out the completed 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. The City Manager is hereby authorized and directed to approve this First & Final Change Order for work performed for the Pierce Street Reconstruction and Resurfacing Project and to deduct from the contract amount

the sum of Nineteen Thousand Eighty Four and 83/100 Dollars (\$19,084.83) resulting in the final contract cost of Three Hundred Thirty Seven Thousand Seven Hundred Ninety Four and 88/100 Dollars (\$337,794.88) with Erie Blacktop, Inc., of Sandusky, Ohio.

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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue  
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: October 28, 2020

Subject: **2018 Sidewalk Repair & Replacement project, Change Order #1 & Final**

**ITEM FOR CONSIDERATION:** Legislation approving Change Order #1 & Final for the 2018 Sidewalk Repair & Replacement project for Precision Paving, Inc.

**BACKGROUND INFORMATION:** All sidewalk work was completed in a timely fashion in 2018, but the contractor was unable to perform concrete repairs on the external face and surface on the Meigs Street Pier due to high bay elevations and weather conditions that began towards the end of 2018. All materials purchased to complete this work have exceeded their expiration date and can no longer be used. Therefore, both parties have agreed to non-perform this remaining task and the City will not be responsible to pay for unused materials. The final quantities for the 2018 project are on the attached final change order.

In addition to residential sidewalk repairs, this project included all of the new concrete at Central Park, ADA-accessible curb ramps at the Amtrak and Sandusky Transit station and sidewalks in front of the Harborview Senior Living on Franklin Street.

**BUDGETARY INFORMATION:** The original contract with Precision Paving, Inc., was for \$150,986.70. Change Order #1 & Final decreases the contract by \$36,150.20 to a total of \$114,836.50, resulting in a 23.9% savings. The full project, including retainage for work performed, was paid in full in 2018 from Capital Parks and Recreation funds, Sandusky Neighborhood Initiative funds, and Issue 8 infrastructure funds. No additional payment will be required to close out this project.

**ACTION REQUESTED:** It is recommended that an Ordinance be passed approving Change Order #1 and Final for a reduction of \$36,150.20 for Precision Paving, Inc., from Milan, Ohio and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to close out the project immediately and release the contractor's bond and insurance.

I concur with this recommendation:

---

Eric Wobser  
City Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CITY OF SANDUSKY, OHIO  
DEPARTMENT OF PUBLIC WORKS

Project: 2018 Sidewalk Repair & Replacement Project  
Construction Work Order No.: 1 & Final

CONTRACT: 2903  
ORDINANCE NO. 18-120

Contractor: Precision Paving, Inc.  
3414 State Route 113 E  
Milan, Ohio 44846

STREET OR LOCATON OF WORK: CITY WIDE

Order is hereby issued and accepted for the following additions to or deductions from the quantities as specified in the original contract.

Bid Item No.	ODOT Item No.	Plan Quantity	Actual Quantity	Difference in Quantity	Unit	Description	Unit Price	Bid Price	Actual Price	Total ADD/DED
1	608	9,888	10,671.71	783.71	SF	4" Concrete Sidewalk	\$ 8.25	\$ 81,576.00	\$ 88,041.57	\$ 6,465.57
2	608	1,730	1,104.05	-625.95	SF	6" Concrete Sidewalk	\$ 9.25	\$ 16,002.50	\$ 10,212.46	\$ (5,790.04)
3	608	5	9.00	4.00	LF	Truncated Domes	\$ 110.00	\$ 550.00	\$ 990.00	\$ 440.00
4	609	76	76.00	0.00	SY	Type 2 Concrete Curb and Gutter	\$ 55.00	\$ 4,180.00	\$ 4,180.00	\$ -
5	659	1,743	409.36	-1,333.64	EA	Seeding, Fertilizing and Mulching*	\$ 2.40	\$ 4,183.20	\$ 982.46	\$ (3,200.74)
6	Special	31	31.00	0.00	SF	Sandstone Sidewalk, Replace with concrete	\$ 20.00	\$ 620.00	\$ 620.00	\$ -
7	Special	38,875	9,810.00	-29,065.00	LS	Meigs Street Pier - Concrete Trip Hazard Repairs	\$ 1.00	\$ 38,875.00	\$ 9,810.00	\$ (29,065.00)
8	Special	1		-1.00	LS	Contingency	\$ 5,000.00	\$ 5,000.00	\$ -	\$ (5,000.00)

Explanation: Change order & Contingency reflects work performed in the field.

Total Difference \$ (36,150.20)

Original Contract Price = \$ 150,986.70  
Contract Price after CO1 = \$ 114,836.50  
% Increase/Decrease = -23.9%

Accepted: Precision Paving, Inc Date: 10/20, 2020  
Contractor

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_, 2020  
City Engineer

Contract Completion Date: 2-Nov-18  
Additional Time (days): 179  
Revised Completion Date: 30-Apr-19



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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY SMITH PAVING & EXCAVATING, INC., OF NORWALK, OHIO, FOR THE 2018 SIDEWALK REPAIR & REPLACEMENT PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, this City Commission declared the necessity to proceed with the proposed 2018 Sidewalk Repair & Replacement Project by Resolution No. 021-18R, passed on May 14, 2018; and

**WHEREAS**, this City Commission approved the awarding of the contract to Smith Paving & Excavating, Inc., of Norwalk, Ohio, for work to be performed for the 2018 Sidewalk Repair & Replacement Project by Ordinance No. 18-120, passed on June 11, 2018; and

**WHEREAS**, the 2018 Sidewalk Repair & Replacement Project consisted of sidewalk and curb repairs at residential locations as well as improvements to Central Park, as part of the overall park improvements, curb ramps at the Amtrak Station, Meigs Street Pier, and the sidewalk in the block of Harborview Senior Living on Franklin Street; and

**WHEREAS**, the contractor was unable to perform the concrete repairs on the external face and surface on the Meigs Street Pier due to high bay elevations and weather conditions that began towards the end of 2018 and furthermore, all of the materials purchased to complete this work have exceeded their expiration date and can no longer be used; and

**WHEREAS**, the City and Smith Paving & Excavating Inc. have agreed to non-perform this remaining task resulting in this First & Final Change Order which reflects the actual work performed in the field by the contractor and the actual quantities used; and

**WHEREAS**, the original contract with Smith Paving & Excavating, Inc., was \$150,986.70 and with the **deduction** of this First & Final Change Order in the amount of \$36,150.20 the final contract cost is \$114,836.50, which was paid in 2018 with Capital Projects Funds, Sandusky Neighborhood Initiative Funds, and Issue 8 Infrastructure 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 close out the project and to release the contractor's bond and insurance; 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 hereby authorized and directed to approve this First & Final Change Order for work performed for 2018 Sidewalk Repair & Replacement Project and to **deduct** from the contract amount the sum of Thirty Six Thousand One Hundred Fifty and 20/100 Dollars (\$36,150.20) resulting in the final contract cost of One Hundred Fourteen Thousand Eight Hundred Thirty Six and 50/100 Dollars (\$114,836.50) with Smith Paving & Excavating, Inc., of Norwalk, Ohio.

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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Joshua R. Snyder, P.E.

Date: October 28, 2020

**Subject: Commission Agenda Item – Roof and Siding Repairs at the Wastewater Treatment Plant Dewatering building.**

**ITEM FOR CONSIDERATION:** Requesting legislation authorizing the the expenditure of funds for roof, brick siding and masonry repair work at the Wastewater Treatment Plant (WWTP) Plant Dewatering Building through a joint purchasing program, authorized by the Ohio Revised Code, section 9.48 “joint purchasing program”. U.S. Communities (AKA OMNIA Partners) Government Purchasing Alliance is a free government purchasing cooperative with the purchasing power of up to 90,000 public agencies. U.S. Communities offers materials, vehicles, supplies and services. U.S. Communities has been providing government and school procurement resources since 1996. U.S. Communities is endorsed by both the County Commissioners Association of Ohio and the Ohio Association of School Business Officials. The City is Member Number 2417304. In this instance of using the joint purchasing platform, materials will be supplied by the Garland Company of Cleveland, OH, with Brick siding and masonry repair services being provided by Western Specialty Contractors of Cleveland, Ohio and roofing installation and repair services being provided by Alumni Roofing Co. of Lexington, OH.

**BACKGROUND INFORMATION:** The Wastewater Treatment Plant dewatering building is a circa 1958 building that has taken on minimal renovations through the duration of its life. In 2017, the metal roofing portion of the Dewatering building was installed. Despite this replacement, there is still water intruding into the Dewatering building in other areas. A report commissioned by the City earlier in 2019 and developed by Poulos and Schmid Design Group revealed multiple entry-points for water along this building. A design specification detailing the locations and types of work to remedy these problems, and seal the outside brick before more extensive damage happens has been developed by Poulos and Schmid Design group.

This project will tuck-point areas of eroding and failing mortar in the brick façade of the building. Caulk will be replaced in areas where it has weathered and degraded over time and become inflexible, which has torn and separated, allowing water to intrude into the inner walls, causing damage to the break room area of the building. Repairs will also be made to the lentils surrounding doors and windows around the building. The flat gravel roof portion, showing the most extensive damage, would need to be removed and a vapor barrier added, then be covered with a new roof membrane and the 2017 metal roof would be coated to protect it and waterproof the exposed metal fasteners.

This purchase would include all items and work listed on the attached proposal, including a 30-year warranty on the new roof and a 10 year warranty on all wall materials and a 2 year warranty on workmanship.

Purchases would be made in accordance with U.S. Communities Government Purchasing Alliance, which allows local political subdivisions to purchase items that have been competitively bid from a successful vendor thereby giving the City the benefit of the programs competitively bid price and eliminating the necessity of formal bidding by the City.

**BUDGETARY INFORMATION:** The total cost for this repair work is \$199,966, which includes materials, delivery, installation, warranties and contingencies, and will be paid from the Sewer Fund. The funds for this work have been included in the last rate increase.

**ACTION REQUESTED:** It is requested that legislation be approved for the expenditure of funds for roofing removal replacement and repairs, brick siding and masonry repairs and a new in-wall drainage system from the Garland/DBS, Inc. of Cleveland, OH, through The U.S. Communities Government Purchasing Alliance; using Garland/DBS Inc. Master Intergovernmental Cooperative Purchasing Agreement (MICPA) # PW1925 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 repair the current damage and prevent future damage to the building and the electrical and control systems housed within the building.

I concur with this recommendation:

---

Eric Wobser  
City Manager

---

Aaron M. Klein, P.E.  
Director

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director



**Garland/DBS, Inc.**  
**3800 East 91<sup>st</sup> Street**  
**Cleveland, OH 44105**  
**Phone: (800) 762-8225**  
**Fax: (216) 883-2055**



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**Dewatering Building Exterior Renovations**  
**Sandusky Waste Water Treatment**  
**304 Harrison Ave**  
**Sandusky Ohio 44870**

**Date Submitted: 10/23/2020**  
**Proposal #: 25-OH-200848**  
**MICPA # PW1925**

Purchase orders to be made out to: Garland/DBS, Inc.

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work:**

#### **Metal Roof:**

1. Wash and clean the surfaces being treated. Utilize a cleaning agent such as TSP or Simple Green to effectively clean the surface prior to coating.
2. All existing sealant or previous repair materials to be removed as best as possible.
  - a. Wire Wheeling, scraping, or pressure washing.
3. All seams, fasteners, screw heads or exposed joints to have Garland's White Knight Plus applied.
  - a. May be brushed or rolled. Product to be applied at 32 mil wet

#### **Roof Replacement:**

1. Remove the existing roof system down to the concrete deck.
2. Repair/Replace decking at a predetermined per sq. ft. cost.
3. Prime the concrete deck with GarlaPrime VOC at 0.75 gal/sq.
4. Install HPR Torch Base over the concrete deck.
5. Roof mastic the transition of the vapor barrier to the wall.
6. Install layers of 1/8": 12 tapered polyisocyanurate insulation to a 1.5" minimum in InsulLock HR insulation adhesive.
  - a. Staggering all joints
7. Install saddles to facilitate proper drainage.



8. Install sumped drains with gravel guards
9. Install ½" Securock in Insul-Lock HR insulation adhesive.
10. Install in 1 base layer HPR Torch Base Sheet.
11. Install in 1 smooth torch cap sheet Stress Ply IV
12. Install a torch base and torch mineral cap flashing.
  - a. Existing counter flashing to remain. Termination bar installed with sealant over top.
  - b. All vertical seams to be three coursed with SilverFlash.
13. Retrofit all roof drains.
14. Install flood and gravel in Black Knight Cold adhesives
15. Remove existing gutters on the east and west sides of the roof. Install new 5" 24 gauge gutters and downspouts

**Garland/DBS Price Based Upon Local Market Competition:**

<b>Alumni Roofing Co.</b>	<b>\$ 142,801</b>
M. Smith Roofing, Ltd.	\$ 152,997
JB Roofing/Tecta America	Declined

**Unforeseen Site Conditions: Alumni Roofing Co.**

Wood Blocking (Nailer) Replacement (per LF)	\$ 6.84
Decking Replacement (per sqft.)	\$ 22.80

**Scope of Work: Masonry Restoration: Including the Penthouse**

1. Mechanically remove cracked or broken brick and reinstall new
  - a. Approximate 100 bricks to be removed and replaced with new to match
  - b. New brick and mortar to match existing in color and texture.
2. Miscellaneous tuck pointing to be done of all damaged mortar of 5/32 or greater
  - a. 100 square feet of tuck pointing to be removed and replaced with new. To match the existing building mortar
3. Mechanically grind open all lintel to brick detail on the building. To remove the scaling rust and eliminate built up pressure. Including the penthouse.
  - a. Install all new weep tubes.
  - b. Pressure points to have new joint sealant installed.
  - c. Dow Corning 795 or equivalent is acceptable
4. Remove and reinstall new sealants at all windows, doors, expansion joints, louvers and all existing penetrations. Included the penthouse.
  - a. Includes all remaining old joint sealant
  - b. Dow Corning 795 or equivalent is acceptable.
  - c. Areas done in 2019 are to remain untouched. This will be pointed out at the bid meeting.
5. Repair all smooth face concrete. Remove all loose and deteriorated surface. New patching compound to be used for repair materials to match.
6. Exiting penetration pipe to be removed and replaced with new brick and mortar to match the existing building.
7. Pressure Wash the entire masonry surface including roof over hangs

- a. Utilize a cleaning/restoration concentrate such as the Dietrich 101 or equal.
8. Apply Garland Seal a Pore HP clear solvent based, silane, and a breathable water repellent sealant over all masonry areas.
9. Work completed in 2019 to not be altered. This will be identified during the bid meeting with an addendum note to follow

**Garland/DBS Price Based Upon Local Market Competition:**

<b>Western Specialty Contractors</b>	<b>\$</b>	<b>43,165</b>
Great Lakes Concrete Restoration, Inc.	\$	46,731
Atlas Masonry, LLC	\$	49,355

**Unforeseen Site Conditions: Western Specialty Contractors**

Up to 100 Brick Removal & Replace - Unit Cost per Extra	\$	52.44
100 Square Feet of Tuck Pointing - Sqft. Cost per Extra	\$	26.22

---

<b>Total Combined Garland/DBS Price Based Upon Local Market Competition:</b>	<b>\$</b>	<b>185,966</b>
--	-----------	----------------

---

<b>Project Contingency/Unforeseen: (7%) \$14,000</b>	<b>\$</b>	<b>199,966</b>
--	-----------	----------------

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date listed above.

**Clarifications/Exclusions:**

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Interior Temporary protection is excluded.
7. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

*Joe Mullen*

Joe Mullen  
Garland/DBS, Inc.  
(216) 430-3635

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXPEND FUNDS FOR ROOF AND BRICK SIDING AND MASONRY REPAIR WORK AT THE WASTEWATER TREATMENT PLANT (WWTP) DEWATERING BUILDING BY GARLAND/DBS, INC. OF CLEVELAND, OHIO; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the City of Sandusky as a member of U.S. Communities Government Purchasing Alliance, a subsidiary of OMNIA Partners, is a participating public agency which allows the City to purchase products and services that have been competitively bid and made available by the lead public agency (Cobb County Board of Commissioners, Georgia) who has entered into Master Purchase Agreements with various suppliers; and

**WHEREAS**, the roof and brick siding and masonry repair work for the Dewatering Building at the WWTP is available from Garland/DBS, Inc. through the U.S. Communities Governmental Purchasing Alliance, thereby allowing local political subdivisions to purchase items that have been competitively bid from the successful vendor giving the City the benefit of the negotiated price and eliminating the necessity of formal bidding; and

**WHEREAS**, the Wastewater Treatment Plant Dewatering Building is a circa 1958 building that has had only minimal renovations through the duration of its life with the exception of the replacement of a portion of the roof in 2017 but despite the replacement, there is still water intruding into the building in other areas; and

**WHEREAS**, a report commissioned by the City early in 2019 revealed multiple entry-points for water along this building and Poulos and Schmid Design Group subsequently designed a specification detailing the locations and types of work to remedy the problems and seal the outside brick before more extensive damage occurs; and

**WHEREAS**, the proposal received from Garland/DBS, Inc. provides for the material and services for the roof and brick siding and masonry repair work at the Dewatering Building at the WWTP with the brick siding and masonry repair services being provided by Western Specialty Contractors of Cleveland, Ohio, and roofing installation and repair services being provided by Alumni Roofing Co. of Lexington, Ohio, and the proposal also includes a 30-year warranty on the new roof, a 10-year warranty on all wall materials, and a 2-year warranty on workmanship; and

**WHEREAS**, the total cost for the repair work is \$199,966.00, which includes materials, delivery, installation, warranties, and contingencies, 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 to order to repair the current damage and prevent future damage to the building and electrical and control systems housed within the Dewatering Building; 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 and/or Finance Director is authorized and directed to expend funds for the roof and brick siding and masonry repair work at the Dewatering Building at the Wastewater Treatment Plant (WWTP) through the U.S. Communities Governmental Purchasing Alliance, by Garland/DBS, Inc., MICPA # PW1925, at an amount **not to exceed** One Hundred Ninety Nine Thousand Nine Hundred Sixty Six and 00/100 Dollars (\$199,966.00) consistent with the proposal submitted by Garland/DBS, Inc. of Cleveland, 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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Joshua Snyder, P.E.

Date: October 29, 2020

Subject: **Commission Agenda Item – Award the 2020 Sewer Lining Project to Insight Pipe Contracting, LLC of Harmony, PA.**

**ITEM FOR CONSIDERATION:** Legislation awarding a contract to Insight Pipe Contracting, LLC of Harmony, PA for the 2020 Sewer Lining Project.

**BACKGROUND INFORMATION:** This project consists of sewer “slip” lining of North, South, East and West Larchmont Drives and in a yard between Stahlwood and Karl Ann to Buchanan St., in a yard between N. Forest Dr. and Buchanan St., in a yard between Johnson St. and Buchanan St., 3 segments along Chalet Dr. and a segment on Sherman St. The City began soliciting for bids on Wednesday, October 14, 2020, with bids being due on October 29, 2020. The following five bids were received;

United Survey, Inc.	\$304,555.00	<b>Insight Pipe Contracting</b>	<b>\$271,345.00</b>
Cleveland, OH	100% Bid Bond	<b>Harmony, PA</b>	<b>100% Bid Bond</b>
Alternate #1	\$11,780.00	<b>Alternate #1</b>	<b>\$11,210.00</b>
Alternate #2	\$8,140.00	<b>Alternate #2</b>	<b>\$7,700.00</b>
Alternate #3	\$17,400.00	<b>Alternate #3</b>	<b>\$17,400.00</b>
Inland Water Pollution	\$321,496.00	Granite Inliner, LLC	\$301,613.00
Detroit, MI	100% Bid Bond	Hilliard, OH	100% Bid Bond
Alternate #1	\$13,680.00	Alternate #1	\$19,380.00
Alternate #2	\$8,140.00	Alternate #2	\$15,400.00
Alternate #3	\$21,600.00	Alternate #3	\$30,600.00
Insituform Technologies	\$296,492.80		
Chesterland, MO	100% Bid Bond		
Alternate #1	\$11,362.00		
Alternate #2	\$9,944.00		
Alternate #3	\$17,760.00		

The engineer's estimate for the base bid was \$349,985.00, Insight Pipe Contracting, LLC has been determined to be the lowest and best bidder. Furthermore, after review of budgets we wish to award all three alternates, which would allow for the slip lining of Parish St., from 127 Parish St. to Columbus Ave. (380'), Parish St., from 321 West Parish St. to Columbus Ave. (220'), and the final two remaining segments on Chalet Drive (600').



**BUDGETARY INFORMATION:** The total cost of the project based on bids, including advertising and miscellaneous costs is \$307,835.40 and will be paid with Sewer Funds.

**ACTION REQUESTED:** It is requested that legislation be approved for the 2020 Sewer Slip Lining Project to Insight Pipe Contracting, LLC \$307,655.00 and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City in order for the contractor to begin work to meet the May 14, 2021, project completion date.

I concur with this recommendation:

---

Eric Wobser  
City Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INSIGHT PIPE CONTRACTING, LLC OF HARMONY, PENNSYLVANIA, FOR THE 2020 SEWER LINING PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the 2020 Sewer Lining Project involves the cleaning, camera, bypassing of pump, and lining the sewers of various diameter pipes on Larchmont Drive, in the yard between Stahlwood Drive and Karl Ann Drive to Buchanan Street, in the yard between North Forest Drive and Buchanan Street, in the yard between Johnson Street and Buchanan Street, three (3) segments along Chalet Drive, and a segment on Sherman Street; and

**WHEREAS**, the project also includes all the three (3) alternates bids, which provides for slip lining on Parish Street from 127 Parish Street to Columbus Avenue, Parish Street from 321 West Parish Street to Columbus Avenue, and the final two (2) remaining segments on Chalet Drive; and

**WHEREAS**, the City Commission declared the necessity for the City to proceed with the 2020 Sewer Lining Project by Resolution No. 043-20R, passed on October 12, 2020; and

**WHEREAS**, upon public competitive bidding as required by law five (5) appropriate bid were received and the bid from Insight Pipe Contracting, LLC of Harmony, Pennsylvania, was determined to be the lowest and best bid; and

**WHEREAS**, the total cost of this project based on bids and including all three (3) alternates, advertising and miscellaneous costs is \$307,835.40 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 allow the contractor to begin the project as soon as possible so the project can be completed by the completion deadline of May 14, 2021; 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 contract with Insight Pipe Contracting, LLC of Harmony, Pennsylvania, for the 2020 Sewer Lining Project in an amount **not to exceed** Three Hundred Seven

Thousand Six Hundred Fifty Five and 00/100 Dollars (\$307,655.00) consistent with the bid submitted by Insight Pipe Contracting, LLC of Harmony, Pennsylvania, 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.

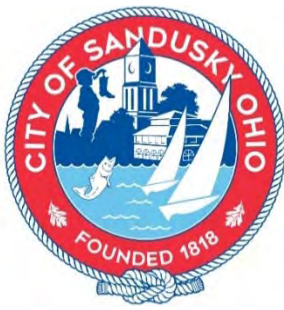
Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted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

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue  
Sandusky, Ohio 44870  
419.627.5829  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

To: Eric Wobser, City Manager

From: Joshua R. Snyder, P.E.

Date: October 30, 2020

Subject: Commission Agenda Item- Buchanan Street Reconstruction 1<sup>st</sup> and Final Change Order

**ITEM FOR CONSIDERATION:** Requesting legislation for approval of Change Order No. 1 and Final for the Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street.

**BACKGROUND INFORMATION:** This project was awarded to DL Smith Concrete, LLC, at the October 14, 2019 city commission meeting per ordinance 19-169 in the amount of \$407,220.61.

This project provided for the Reconstruction of Buchanan Street, from Thomas to Hayes Ave. and resurfacing of Buchanan St. from Thomas to Campbell St.

Change Order No. 1 and Final, an increase in the amount of \$5,672.89, represents final quantities installed in the field by the contractor. See attached summary sheet of all quantities completed with this project. This amount represents a 1.4% increase over the awarded amount.

**BUDGETARY INFORMATION:**

Change Order No. 1 and Final is a increase of \$5,672.89, which will revise the original contract amount of \$407,220.61 to \$412,893.50, with \$175,000 paid out of OPWC funds, and the remaining \$237,893.50 being paid from the Issue 8 Infrastructure Funds out of the Capital Projects Fund.

**ACTION REQUESTED:** It is requested that legislation be prepared to allow for the approval of Change Order No. 1 and Final for an increase in work quantities for the Buchanan St. Reconstruction Project – Hayes Avenue to Campbell Street. It is further requested that this be passed in accordance with Section 14 of the City Charter so that the contractor can be paid for items already installed in the field and to close out the completed project.

I concur with this recommendation:

---

Eric Wobser  
City Manager

---

Aaron Klein, P.E.  
Director

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director

CITY OF SANDUSKY, OHIO  
Department of Public Works  
Buchanan St. Road Recon. Project - Totals

CHANGE ORDER #:  
1 & FINAL

Original Award \$407,220.61

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY	UNIT	BID UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL ITEM TOTAL
1	Special	Bonding	1.00	LS	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
2	624	Mobilization / demobilization	1.00	LS	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
3	614	Maintenance of Traffic	1.00	LS	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
4	623	Construction Layout	1.00	LS	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
5	832	Erosion and Sediment Control	1.00	LS	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
THOMAS TO CAMPBELL ST.								
6	255	Demo & Replace Concrete Pvmnt 7" avg	70.00	SY	\$ 78.00	\$ 5,460.00	77.00	\$ 6,008.00
7	Special	Tensar GlassGrid 8512, installed	2,400.00	SY	\$ 11.50	\$ 27,600.00	2,400	\$ 27,600.00
8	441 E1	Asphalt Concrete, PG64-22 Type 1 Surface Course 2"	133.33	CY	\$ 160.00	\$ 21,333.33	134	\$ 21,440.00
9	441 E2	Asphalt Concrete, PG64-22 Type 1 Surface Course <1" - Leveling Course	66.67	CY	\$ 160.00	\$ 10,666.67	64.0	\$ 10,240.00
10	257	Concrete Pavement Milling 2" at curb to 0" @ C/L	2,400.00	SY	\$ 3.50	\$ 8,400.00	713.0	\$ 2,495.50
11	Special	Asphalt Sealer (Rejuvenate)	2,400.00	SY	\$ 1.50	\$ 3,600.00	0	\$ -
12	705.04	Crack Seal Concrete	1,470.00	LF	\$ 1.60	\$ 2,352.00	1,470	\$ 2,352.00
THOMAS TO HAYES AVE.								
13	609	Conc Curb and Gutter (New) - ODOT Type 2	1,470.00	LF	\$ 17.00	\$ 24,990.00	1,570	\$ 26,690.00
14	252	Demo Concrete Pvmnt 7" avg (removed by equip - inc curbs)	3,000.00	SY	\$ 10.00	\$ 30,000.00	3,689.0	\$ 36,890.00
15	301	Asphalt 4" Base Course	333.33	CY	\$ 120.00	\$ 40,000.00	334	\$ 40,080.00
16	441 W1	Asphalt PG64-22 Type 1 Surface Course 1.75"	145.83	CY	\$ 152.00	\$ 22,166.67	137.00	\$ 20,824.00
17	408 E	Prime Coat 0.08 Gal/sy	240.00	Gal	\$ 6.00	\$ 1,440.00	0	\$ -
18	441 W2	Asphalt Concrete, PG64-22 Type 2 Intermediate Course 2"	166.67	CY	\$ 155.00	\$ 25,833.33	160	\$ 24,800.00
19	407 W	Tack Coat 0.05 Gal/sy	150.00	Gal	\$ 4.00	\$ 600.00	1,022.00	\$ 4,088.00
20	204	Subgrade Comp w/tensar TX 140 Geogrid or equal	3,000.00	SY	\$ 2.00	\$ 6,000.00	2,938	\$ 5,876.00
21	203	Subbase Excavation use 6"	500.00	CY	\$ 12.00	\$ 6,000.00	517	\$ 6,204.00
22	304	Compacted Aggregate Base 6"	500.00	CY	\$ 52.00	\$ 26,000.00	517	\$ 26,884.00
23	407	AC Band	3,400.00	LF	\$ 1.00	\$ 3,400.00	0	\$ -

CITY OF SANDUSKY, OHIO  
Department of Public Works  
Buchanan St. Road Recon. Project - Totals

CHANGE ORDER #:  
1 & FINAL

Original Award \$407,220.61

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY	UNIT	BID UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL ITEM TOTAL
24	Special	Asphalt Sealer (Rejuvenate)	3,000.00	SY	\$ 1.50	\$ 4,500.00	0	\$ -
25	202	Demo - saw and remove - Concrete Apron (as needed)	1,400.00	SF	\$ 2.00	\$ 2,800.00	1,056	\$ 2,112.00
26	642	Stop Bars (2')	72.00	LF	\$ 5.00	\$ 360.00	38	\$ 190.00
27	642	Crosswalks ladder- style	124.00	LF	\$ 9.00	\$ 1,116.00	252	\$ 2,268.00
28	Special	Remove Sign (turn over to street dept)	12.00	EA	\$ 40.00	\$ 480.00	0	\$ -
29	630	Stop Sign 30" diamond grade (new installed)	3.00	EA	\$ 225.00	\$ 675.00	3	\$ 675.00
30	631	Block Watch Sign (new installed)	2.00	EA	\$ 225.00	\$ 450.00	2	\$ 450.00
31	631	Crosswalk Sign FYG (new installed) - 36"	4.00	EA	\$ 400.00	\$ 1,600.00	4	\$ 1,600.00
32	631	Advanced Crosswalk Sign FYG (new installed) - 36"	2.00	EA	\$ 400.00	\$ 800.00	2	\$ 800.00
33	630	Street Name Sign (new installed)	7.00	EA	\$ 225.00	\$ 1,575.00	7	\$ 1,575.00
34	630	Speed Limit Sign (new installed)	4.00	EA	\$ 225.00	\$ 900.00	4	\$ 900.00
35	630	No Parking "Between Signs" Sign (new installed)	2.00	EA	\$ 225.00	\$ 450.00	2	\$ 450.00
36	630	No Parking "This Side" Sign (new installed)	8.00	EA	\$ 225.00	\$ 1,800.00	6	\$ 1,350.00
37	630	2 hr Parking "8A-5P" Sign (new installed)	2.00	EA	\$ 225.00	\$ 450.00	2	\$ 450.00
38	631	School Flasher Assembly, Solar Powered	2.00	EA	\$ 7,500.00	\$ 15,000.00	2	\$ 15,000.00
39	630	End School Zone sign	1.00	EA	\$ 225.00	\$ 225.00	1	\$ 225.00
40	653	Topsoil (furnished and placed)	50.00	CY	\$ 72.00	\$ 3,600.00	108	\$ 7,776.00
41	659	Seeding and Mulch	1,100.00	SY	\$ 4.50	\$ 4,950.00	1,100	\$ 4,950.00
42	610	Replace & Adjust MB casting to grade (contractor provides casting)	1.00	EA	\$ 1,000.00	\$ 1,000.00	0	\$ -
43	611	Replace & Adjust MH casting to grade (contractor provides casting)	8.00	EA	\$ 1,000.00	\$ 8,000.00	10	\$ 10,000.00
44	611	Replace & Adjust CB casting to grade (contractor provides casting)	8.00	EA	\$ 1,000.00	\$ 8,000.00	6	\$ 6,000.00

CITY OF SANDUSKY, OHIO  
 Department of Public Works  
 Buchanan St. Road Recon. Project - Totals  
 Original Award \$407,220.61

CHANGE ORDER #:  
 1 & FINAL

LINE No	ODOT ITEM No	DESCRIPTION	BID QTY	UNIT	BID UNIT COST	BID ITEM TOTAL	ACTUAL QTY.	ACTUAL ITEM TOTAL
45	611	CB replace top 27" to 32" and new casting adjusted to grade	2.00	EA				
46	608	Concrete Walk 4"	100.00	SF	\$ 3,800.00	\$ 7,600.00	2	\$ 7,600.00
47	608	Concrete Walk 6"	100.00	SF	\$ 6.00	\$ 600.00	717	\$ 4,302.00
48	608	Concrete Residential Apron 6"	1,200.00	SF	\$ 7.00	\$ 700.00	226	\$ 1,582.00
49	608	Concrete Commercial Apron 8"	200.00	SF	\$ 8.00	\$ 9,600.00	249	\$ 1,992.00
50	608	HC Ramp (per details)	600.00	SF	\$ 10.00	\$ 2,000.00	734	\$ 7,340.00
51	608	Truncated Domes	12.00	EA	\$ 12.00	\$ 7,200.00	1,178.5	\$ 14,142.00
52	Special	Contingency (to be used at the direction of the engineer)	\$1.00	LS	\$ 250.00	\$ 3,000.00	14	\$ 3,500.00
Alternate Bid Items					\$ 20,000.00	\$ 20,000.00	0	\$ -
1A	608	Concrete Walk 4"	2,376.00	SF			SUB TOTAL:	\$ 368,198.50
2A	608	Concrete Walk 6"	456.00	SF	\$ 6.00	\$ 14,256.00	1,254.5	\$ 7,527.00
3A	201	Tree Removal	6.00	EA	\$ 7.00	\$ 3,192.00	309	\$ 2,163.00
Change Orders					\$ 1,000.00	\$ 6,000.00	8	\$ 8,000.00
CO 1 (43A & 43B)	611	Manhole Adjustments	0	EA			SUB TOTAL:	\$ 17,690.00
CO 2	609	Conc Curb and Gutter (New) - ODOT Type 2 (Between Thomas & Hayes, South Side)	0	LF	\$ 2,650.00	\$ -	5	\$ 13,250.00
CO 3 (44 & 44A)	611	Replace & Adjust CB casting to grade (City provides casting)	0	EA	\$ 17.00	\$ -	515	\$ 8,755.00
CO 4 (45D)	611	WV Box Adjustments	0	EA	\$ 600.00	\$ -	5	\$ 3,000.00
CO 5	611	Mon Box Adjust			\$ 300.00	\$ -	3	\$ 900.00
CO 6		Radar Sign Software			\$ 300.00	\$ -	2	\$ 600.00
					\$ 250.00	\$ -	2	\$ 500.00
							SUB TOTAL:	\$ 27,006.00

GRAND TOTAL \$ 412,893.50  
 CONTRACT AWARD \$ 407,220.61  
 OVER/UNDER \$ 5,672.89

Contractor Concurrence:

Owner Concurrence



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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY D.L. SMITH CONCRETE, LLC, OF NORWALK, OHIO, FOR THE BUCHANAN STREET RECONSTRUCTION PROJECT – HAYES AVENUE TO CAMPBELL STREET IN THE AMOUNT OF \$5,672.89; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street involved the reconstruction of Buchanan Street between Hayes Avenue and Thomas Street and the resurfacing of Buchanan Street from Thomas Street to Campbell Street; and

**WHEREAS**, this City Commission authorized the submission of an application to the Ohio Public Works Commission (OPWC) to participate in their State Capital Improvement and/or Local Transportation Improvement Programs for the for the Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street by Resolution No. 033-18R, passed on August 27, 2018, and subsequently the City was awarded funds in the amount of \$175,000.00; and

**WHEREAS**, this City Commission declared the necessity to proceed with the proposed Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street by Resolution No. 036-19R, passed on September 9, 2019; and

**WHEREAS**, this City Commission approved the awarding of the contract to D.L. Smith Concrete, LLC, of Norwalk, Ohio, for work to be performed for the Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street by Ordinance No. 19-169, passed on October 14, 2019; and

**WHEREAS**, this First & Final Change Order reflects the actual work performed in the field by the contractor and the actual quantities used; and

**WHEREAS**, the original contract with D.L. Smith Concrete, LLC, was \$407,220.61 and with the addition of this First & Final Change Order in the amount of \$5,672.89, the final contract cost is \$412,893.50 of which \$175,000.00 will be paid with OPWC funds and the remaining balance of \$237,893.50 will be paid with Issue 8 Infrastructure Funds from the Capital Projects Fund; 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 make payment to contractor in a timely manner for work already performed and to close out the completed 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. The City Manager is hereby authorized and directed to approve this First & Final Change Order for work performed for Buchanan Street Reconstruction Project – Hayes Avenue to Campbell Street in an amount **not to exceed** Five Thousand Six Hundred Seventy Two and 89/100 Dollars (\$5,672.89) resulting in the final contract cost of Four Hundred Twelve Thousand Eight Hundred Ninety Three and 50/100 Dollars (\$412,893.50) with D.L. Smith Concrete, LLC, of Norwalk, Ohio.

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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## ADMINISTRATIVE SERVICES

240 Columbus Ave.  
Sandusky, Ohio 44870

To: Eric Wobser, City Manager

From: Stuart Hamilton

Date: October 26<sup>th</sup>, 2020

Subject: **Commission Agenda Item – BIWW SCADA Upgrade**

**ITEM FOR CONSIDERATION:** Requesting legislation authorizing the City Manager to enter into an agreement for upgrades and licensing from RoviSys Automation & Information Solutions of Aurora, Ohio.

Also requesting legislation authorizing the City Manager to purchase Dell hardware from Dell Computer Inc. of Round Rock, TX through the State of Ohio Department of Administrative Services Cooperative Purchasing Program (Contract #534109).

**BACKGROUND INFORMATION:** Our water plant SCADA system, which is the monitoring and control system that allows operators to effectively run the facility and show real-time information, including flows, chemicals, alarms, and many other parameters, has been on the refresh list for a while now and the time has come to carry out some much-needed upgrades. The hardware is between five and seven years old and is prone to failure. Our current software versioning for both the computer operation and the control software is past its support cycle and neither can be upgraded without the other at this point.

**Proposed Solution:**

We will purchase a virtual server to carry the processing cycles and the logging requirements for day to day operations. We will purchase new workstations for the operators to oversee and manage the plant in a reliable manner. At the same time, we will purchase an up to date version of our control software and have our existing configurations upgraded and cleaned up in line with current best practices. This software will be installed across the new hardware to provide the best and most reliable controls available and ensure all of our reporting requirements. With the purchase of new hardware we will complete this project without interruptions to daily operations.

In 2018, RoviSys was selected through a qualifications process to upgrade the SCADA system at the City's Wastewater Treatment Plant and in order to maintain consistency and continuity at the plants, RoviSys was selected perform the upgrades at the BIWW plant.

**BUDGETARY INFORMATION:** The total cost for the upgrade software licensing and services from RoviSys is \$43,219, and the price for the hardware from Dell is \$16,413.73. The total cost for this project is \$59,632.73 and will be paid from the Water Fund.

**ACTION REQUESTED:** It is recommended that the proper legislation be prepared authorizing the City Manager to enter into an agreement for services and upgrade licensing from RoviSys Automation & Information Solutions of Aurora, Ohio, and authorizing the City Manager to purchase Dell hardware from Dell Computer Inc. of Round Rock, TX . It is requested that this legislation take effect in full accordance with Section 14 of the City



## ADMINISTRATIVE SERVICES

240 Columbus Ave.  
Sandusky, Ohio 44870

Charter in order to immediately execute the agreement and expedite the purchasing process to utilize the savings offered through the cooperative purchasing program as the contract expires on November 19, 2020, and also to allow us to move ahead with these necessary upgrades.

I concur with this recommendation:

---

Eric Wobser, City Manager

---

Stuart Hamilton, I.T Manager

cc: M. Spriggs, Commission Clerk; M. Reeder, Finance Director; B. Heil, Law Director



## A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

<b>Quote No.</b>	<b>3000070682018.1</b>	<b>Sales Rep</b>	Nathan Caperton
<b>Total</b>	<b>\$11,509.48</b>	<b>Phone</b>	(800) 456-3355, 6179683
<b>Customer #</b>	8434015	<b>Email</b>	Nathan_Caperton@Dell.com
<b>Quoted On</b>	Oct. 13, 2020	<b>Billing To</b>	PAYABLE ACCOUNTS
<b>Expires by</b>	Nov. 12, 2020		CITY OF SANDUSKY
<b>Solution ID</b>	13205674		CITY OF SANDUSKY
			222 MEIGS ST
			SANDUSKY, OH 44870-2835

### Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,  
Nathan Caperton

### Shipping Group

Shipping To	Shipping Method
DON RUMBUTIS CITY OF SANDUSKY IT DEPT 222 MEIGS ST SANDUSKY, OH 44870-2835 (419) 627-5868	Standard Delivery

Product	Unit Price	Qty	Subtotal
PowerEdge R740 - [AMER_R740_12248]	\$11,509.48	1	\$11,509.48

---

<b>Subtotal:</b>	<b>\$11,509.48</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$11,509.48</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>

---

<b>Total:</b>	<b>\$11,509.48</b>
---------------	--------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

## Shipping Group Details

### Shipping To

DON RUMBUTIS  
CITY OF SANDUSKY  
IT DEPT  
222 MEIGS ST  
SANDUSKY, OH 44870-2835  
(419) 627-5868

### Shipping Method

Standard Delivery

		Qty	Subtotal
<b>PowerEdge R740 - [AMER_R740_12248]</b>	<b>\$11,509.48</b>	<b>1</b>	<b>\$11,509.48</b>

Estimated delivery if purchased today:  
Oct. 29, 2020  
Contract # C000000181015  
Customer Agreement # STS033-534109

Description	SKU	Unit Price	Qty	Subtotal
PowerEdge R740 Server	210-AKXJ	-	1	-
PowerEdge R740/R740XD Motherboard	329-BEIK	-	1	-
No Trusted Platform Module	461-AADZ	-	1	-
Chassis with up to 16 x 2.5" SAS/SATA Hard Drives for 2CPU Configuration	321-BCSN	-	1	-
PowerEdge R740 Shipping	340-BLKS	-	1	-
PowerEdge R740 Shipping Material	340-CORZ	-	1	-
PowerEdge R740 CE, CCC, BIS Marking	389-DSWP	-	1	-
Intel Xeon Gold 5215 2.5G, 10C/20T, 10.4GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2666	338-BSDS	-	1	-
Intel Xeon Gold 5215 2.5G, 10C/20T, 10.4GT/s, 13.75M Cache, Turbo, HT (85W) DDR4-2666	338-BSDS	-	1	-
Additional Processor Selected	379-BDCO	-	1	-
Standard 1U Heatsink	412-AAIQ	-	1	-
Standard 1U Heatsink	412-AAIQ	-	1	-
3200MT/s RDIMMs	370-AEVR	-	1	-
Performance Optimized	370-AAIP	-	1	-
Unconfigured RAID	780-BCDS	-	1	-
PERC H740P RAID Controller, LP Adapter	405-AAML	-	1	-
VMware ESXi 6.7 U3 Embedded Image on Flash Media (License Not Included)	634-BRIM	-	1	-
iDRAC9,Enterprise	385-BBKT	-	1	-
OpenManage Enterprise Advanced	528-BIYY	-	1	-
iDRAC Group Manager, Enabled	379-BCQV	-	1	-
iDRAC,Legacy Password	379-BCSG	-	1	-
Riser Config 2, 3 x8, 1 x16 slots	330-BBHB	-	1	-
Broadcom 5720 Quad Port 1GbE BASE-T, rNDC	540-BBBW	-	1	-
IDSDM and Combo Card Reader	385-BBLE	-	1	-
Redundant SD Cards Enabled	385-BBCF	-	1	-
16GB microSDHC/SDXC Card	385-BBKG	-	1	-



16GB microSDHC/SDXC Card	385-BBKG	-	1	-
No Internal Optical Drive	429-ABBJ	-	1	-
6 Standard Fans for R740/740XD	384-BBPY	-	1	-
Dual, Hot-plug, Redundant Power Supply (1+1), 750W	450-AJSC	-	1	-
PowerEdge 2U Standard Bezel	325-BCHU	-	1	-
Dell EMC Luggage Tag	350-BBKG	-	1	-
No Quick Sync	350-BBJV	-	1	-
Performance BIOS Settings	384-BBBL	-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	1	-
ReadyRails Sliding Rails With Cable Management Arm	770-BBBR	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
US Order	332-1286	-	1	-
Declined Remote Consulting Service	973-2426	-	1	-
Dell Hardware Limited Warranty Plus On-Site Service	813-9119	-	1	-
ProSupport: Next Business Day On-Site Service After Problem Diagnosis, 3 Years	813-9126	-	1	-
ProSupport: 7x24 HW/SW Technical Support and Assistance, 3 Years	813-9138	-	1	-
Thank you choosing Dell ProSupport. For tech support, visit <a href="http://www.dell.com/support">//www.dell.com/support</a> or call 1-800- 945-3355	989-3439	-	1	-
On-Site Installation Declined	900-9997	-	1	-
32GB RDIMM, 3200MT/s, Dual Rank	370-AEVN	-	4	-
960GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD, 1752 TBW	400-AXSW	-	7	-
No Media Required	421-5736	-	1	-
Broadcom 5720 Dual Port 1GbE BASE-T Adapter, PCIe Full Height	540-BBCX	-	1	-
Jumper Cord - C13/C14, 0.6M, 250V, 13A (North American, Guam, North Marianas, Philippines, Samoa)	492-BBDH	-	2	-
VMware vSphere 7 Standard for 1 CPU, up to 32 cores, 3 Year License and Subscription	528-CKBU	-	2	-

<b>Subtotal:</b>	<b>\$11,509.48</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$11,509.48</b>

## Important Notes

### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions :** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm)

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringsspecificterms](http://www.dell.com/offeringsspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^Dell Business Credit (DBC):**

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.



## A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

**Quote No.** 3000070685018.2  
**Total** **\$4,904.25**  
Customer # 8434015  
Quoted On Oct. 14, 2020  
Expires by Nov. 13, 2020  
Deal ID 16356782

Sales Rep Todd Mayfield  
Phone (800) 456-3355, 6179252  
Email Todd\_Mayfield@Dell.com  
**Billing To** PAYABLE ACCOUNTS  
CITY OF SANDUSKY  
CITY OF SANDUSKY  
222 MEIGS ST  
SANDUSKY, OH 44870-2835

### Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,  
Todd Mayfield

### Shipping Group

Shipping To	Shipping Method
DON RUMBUTIS CITY OF SANDUSKY IT DEPT 222 MEIGS ST SANDUSKY, OH 44870-2835 (419) 627-5868	Standard Delivery

Product	Unit Price	Qty	Subtotal
APC Back-UPS 650VA UPS Battery Backup & Surge Protector (BE650G1)	\$79.13	5	\$395.65
OptiPlex 3080 Micro	\$739.23	5	\$3,696.15
Dell 24 Monitor - P2419H	\$162.49	5	\$812.45

---

<b>Subtotal:</b>	<b>\$4,904.25</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$4,904.25</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>

---

<b>Total:</b>	<b>\$4,904.25</b>
---------------	-------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

## Shipping Group Details

### Shipping To

DON RUMBUTIS  
CITY OF SANDUSKY  
IT DEPT  
222 MEIGS ST  
SANDUSKY, OH 44870-2835  
(419) 627-5868

### Shipping Method

Standard Delivery

		Qty	Subtotal
<b>APC Back-UPS 650VA UPS Battery Backup &amp; Surge Protector (BE650G1)</b>	<b>\$79.13</b>	<b>5</b>	<b>\$395.65</b>

Estimated delivery if purchased today:

Oct. 23, 2020

Contract # C000000013198

Customer Agreement # 0A1068

Description	SKU	Unit Price	Qty	Subtotal
APC Back-UPS 650VA UPS Battery Backup & Surge Protector (BE650G1)	A5547002	-	5	-

		Qty	Subtotal
<b>OptiPlex 3080 Micro</b>	<b>\$739.23</b>	<b>5</b>	<b>\$3,696.15</b>

Estimated delivery if purchased today:

Oct. 29, 2020

Contract # C000000013198

Customer Agreement # 0A1068

Description	SKU	Unit Price	Qty	Subtotal
OptiPlex 3080 Micro XCTO	210-AVPN	-	5	-
Intel(R) Core(TM) i5-10500T (6 Cores/12MB/12T/2.3GHz to 3.8GHz/35W)	338-BVDE	-	5	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	5	-
No Productivity Software	630-AAPK	-	5	-
16GB (2X8GB) DDR4 non-ECC Memory	370-ADZN	-	5	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BEUW	-	5	-
Thermal Pad	412-AALV	-	5	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	5	-
No Additional Hard Drive	401-AANH	-	5	-
OptiPlex 3080 Micro with 65W up to 87% efficient adapter	329-BEUT	-	5	-
CMS Software not included	632-BBBJ	-	5	-
65 Watt AC Adapter	450-ADTR	-	5	-
System Power Cord (Philippine/U	450-AAZN	-	5	-
No Wireless LAN Card	555-BBFO	-	5	-
No Wireless Driver	340-AFMQ	-	5	-
No Stand Option	575-BBBI	-	5	-
No Additional Cable Requested	379-BBCY	-	5	-
Optional VGA Video Port	382-BBFW	-	5	-
Black Dell KB216 Wired Multi-Media Keyboard English	580-ADJC	-	5	-
Dell Optical Mouse - MS116 (Black)	570-ABIE	-	5	-
No Cable Cover	325-BCZQ	-	5	-

SupportAssist	525-BBCL	-	5	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	5	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	5	-
Waves Maxx Audio	658-BBRB	-	5	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	5	-
OS-Windows Media Not Included	620-AALW	-	5	-
ENERGY STAR Qualified	387-BBLW	-	5	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	5	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	5	-
Dell Watchdog Timer	379-BDWG	-	5	-
Quick Setup Guide 3080 MFF	340-CPVE	-	5	-
US Order	332-1286	-	5	-
No UPC Label	389-BDCE	-	5	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	5	-
Ship Material for OptiPlex Micro Form Factor	340-CQYN	-	5	-
Shipping Label for DAO	389-BBUU	-	5	-
No CompuTrace	461-AABF	-	5	-
Regulatory Label for OptiPlex 3080 MFF, FSJ	389-DVBZ	-	5	-
Intel(R) Core(TM) i5 Processor Label	340-CNBZ	-	5	-
Desktop BTO Standard shipment	800-BBIO	-	5	-
No Anti-Virus Software	650-AAAM	-	5	-
Not selected in this configuration	817-BBBC	-	5	-
Custom Configuration	817-BBBB	-	5	-
Speaker for OptiPlex MFF	520-AARC	-	5	-
No Out-of-Band Systems Management	631-ACMW	-	5	-
No Option Included	340-ACQQ	-	5	-
No AutoPilot	340-CKSZ	-	5	-
No External ODD	429-ABGY	-	5	-
No Additional Video Ports	492-BCKH	-	5	-
No Optane	400-BFPO	-	5	-
Dell Limited Hardware Warranty Plus Service	803-8583	-	5	-
ProSupport: Next Business Day Onsite, 3 Years	803-8646	-	5	-
ProSupport: 7x24 Technical Support, 3 Years	803-8702	-	5	-
Thank you choosing Dell ProSupport. For tech support, visit <a href="https://support.dell.com/ProSupport">//support.dell.com/ProSupport</a>	989-3449	-	5	-
			<b>Qty</b>	<b>Subtotal</b>
			<b>\$162.49</b>	<b>5</b>

## Dell 24 Monitor - P2419H

Estimated delivery if purchased today:

Oct. 22, 2020

Contract # C000000013198

Customer Agreement # 0A1068

Description	SKU	Unit Price	Qty	Subtotal
Dell 24 Monitor - P2419H	210-AQDX	-	5	-

Dell Limited Hardware Warranty	814-5380	-	5	-
Advanced Exchange Service, 3 Years	814-5381	-	5	-

<b>Subtotal:</b>	<b>\$4,904.25</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$4,904.25</b>



## Important Notes

### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions :** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm)

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringsspecificterms](http://www.dell.com/offeringsspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**^Dell Business Credit (DBC):**

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH ROVISYS, OF AURORA, OHIO, FOR THE UPGRADE OF THE SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM AT THE BIG ISLAND WATER WORKS (BIWW) PLANT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Big Island Water Works Plant (BIWW) and Wastewater Treatment Plant (WWTP) currently runs software to control their SCADA systems, which are the monitoring and control systems that allow operators to effectively run the facilities and shows real-time information, including flows, chemicals, alarms, and many other parameters; and

**WHEREAS**, the Wastewater Treatment Plant's SCADA system was upgraded in 2018 and the BIWW SCADA system is currently in need of upgrades as the hardware is between five (5) and seven (7) years old and the current software versioning for both the computer operation and the control software is past its support cycle and cannot be upgraded without hardware upgrades; and

**WHEREAS**, in 2018, RoviSys of Aurora, Ohio, was selected as the top-ranked firm from the Statements of Qualifications (SOQ) that were on file with the Department of Public Works by a selection committee based on the firm's experience, professional expertise and technical ability to perform and complete the upgrade to the WWTP's SCADA system and in order to maintain consistency and continuity at the plant, RoviSys was selected to perform the upgrades at the BIWW plant; and

**WHEREAS**, RoviSys, will be providing services, involving the upgrade of the existing SCADA system, including onsite engineering services, procuring the upgrade and historian licenses, and setup and testing of the new system; and

**WHEREAS**, the cost of the services is \$43,219.00 and will be paid with Water Funds; and

**WHEREAS**, approval is being requested in companion legislation to purchase a virtual server and workstations from Dell Marketing L.P. of Round Rock, Texas, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program for the hardware upgrade of the SCADA system at the BIWW plant; 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 to allow the necessary upgrades to be completed at the earliest opportunity upon receipt of the server and workstations; 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 agreement with RoviSys of Aurora, Ohio, for services for the Supervisory Control and Data Acquisition (SCADA) System upgrades at the Big Island Water Works (BIWW) plant, at an amount **not to exceed** Forty Three Thousand Two Hundred Nineteen and 00/100 Dollars (\$43,219.00), consistent with the proposal submitted, a copy of which is marked Exhibit "A" and attached to this Ordinance.

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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## SCADA Upgrade

### For

Stu Hamilton  
Sandusky WTP  
304 Harrison St, Sandusky, OH 44870  
shamilton@ci.sandusky.oh.us

### Prepared by

Manners, Chris  
Sr. Application Engineer  
330-603-0343  
chris.manners@rovisys.com

**Proposal Number**  
P20COSY06B  
October 22, 2020

## Proposal Revision History

Rev	Date	Author	Description
A	9/15/2020	Manners, Chris	Initial Revision
B	10/22/2020	Manners, Chris	iFIX only

### NOTICE

*This document contains RoviSys proprietary information and has been provided for the sole purpose of evaluation. Acceptance of the document constitutes agreement that the recipient shall not disclose RoviSys proprietary information to any third party in whole or in part or transmit any documents or copies thereof in whole or in part to any third party without the expressed written consent of The RoviSys Company.*

*All copyrights and trademarks remain the property of their respective owners.*

# 1 RoviSys

## 1.1 Mission

The RoviSys mission is to: **Provide you, our clients, with process controls and information integration using the best available technologies and platforms, regardless of who makes them, giving our clients choices.** We provide uncompromising focus on customer satisfaction by providing the best engineered process control solutions to meet your needs.



## 1.2 Background

RoviSys was formed in April 1989 to provide timely, cost effective, reliable, and modern solutions to a wide range of systems applications using the best technology. This basic philosophy and our focus on customer satisfaction drives and enables our continuous growth. This growth has taken RoviSys to over 500 engineers at five locations: Aurora Ohio, Holly Springs North Carolina, Southborough Massachusetts, Houston Texas and Singapore.

RoviSys is a process automation integrator, MES integrator, and software development company grounded in the old and new worlds of proprietary control systems and technologies. Our engineers and developers know proprietary systems. Before joining RoviSys, many of them developed and engineered many successful large-scale control systems.

As an organization, we recognize that companies investing in the most proprietary of systems want something more: Freedom to choose the best available technologies and solutions with alternatives for support and upgrades. In short, they want open systems. RoviSys was founded to fulfill those needs. RoviSys is an independent integrator because we believe systems owners want the freedom to be enabled, not restrained.

RoviSys has developed an in-depth knowledge of control and information systems in a variety of vertical markets including Life Sciences, Glass, Chemicals, Consumer Packaged Goods, Paper & Wood Products, Water Resources, Power & Energy, Oil & Gas and Metals.

Across all RoviSys groups, we have sought and developed mutually beneficial relationships with our clients where RoviSys provides their control system integration, MES integration, and software development needs.

## 1.3 Staffing

The most valuable asset at RoviSys is our staff. Each of our employees has developed application experience in many of the industries we serve. Considerable effort is committed to hiring, developing, and retaining personnel with the following results:



- 90% of our staff are degreed.
- Fourteen Registered Professional Engineers in Electrical and Controls Engineering.
- Only 5% of our staff is dedicated to overhead, keeping our rates and costs low.
- A structure for maximum flexibility that can quickly adapt to and accommodate economic changes and large projects.
- Low turnover which benefits our customers by maintaining project team continuity.
- Many of our technical staff are cross-trained on multiple platforms.

One of the greatest strengths of RoviSys is a diverse employee knowledge base. RoviSys draws across all functions and employee skill sets in order to properly execute complex projects. Customers continue to come back to RoviSys because our dedicated employees execute projects following the RoviSys core principles. RoviSys is committed to providing a training program that develops a highly skilled workforce.

RoviSys believes in hiring the best engineers and in training them to execute quality projects using stringent design practices. This philosophy differentiates RoviSys from the traditional system integrator.

RoviSys has an internal training program for the advancement and development of our technical and commercial staff. The program covers many topics including project execution methodologies, technical subject matter, administrative functions, and knowledge specific to vertical markets.

## 1.4 Summary

As an independent automation organization and an approved system integrator for a wide range of control systems and MES platforms, RoviSys is well suited to meet the diverse needs of Sandusky WTP. Our independence combined with our experience on multi-level projects results in efficiency and quality in the creation of functional specifications, instrument specifications, process documentation, electrical design, and system configuration.

When clients are asked why they return to RoviSys for project after project, they indicate that it is RoviSys' ability to manage, deliver, and complete projects. Additionally, the integrity with which RoviSys executes their projects and the ongoing focus on customer satisfaction convinces them to look no further for their system integration and support needs whatever the industry.

## 2 Technical Proposal

### 2.1 Project Overview

The City of Sandusky WTP has requested that RoviSys provide budgetary pricing for upgrading the existing iFIX SCADA.

### 2.2 Existing System

The existing iFIX system contains (4) PCs running Windows 7. The HMI software running on these PCs are as follows:

Part Description	Software License Number
iFIX Unlimited Developer license w/ sync for redundancy	200090523
iFIX Unlimited Runtime license w/ sync for redundancy	200090522
iFIX Unlimited Runtime license view node	200090524
iFIX Unlimited Runtime license view node	200090525
iFIX IGS OPC Server	200090522
iFIX IGS OPC Server	200090523
iHistorian 1000 tags	200090524
Sytech XL Reporter Professional XL1PM	

## 3 Option A – iFIX Upgrade

The new iFIX server will be configured and setup in parallel with the existing server which alleviates cutover risks and system downtime. An additional benefit of this approach is that Sandusky personnel will have an opportunity to ensure existing functionality is available on the upgraded system.

### 3.1 Proposed Upgrade

The upgraded system will consist of (4) new PCs running Windows 10 64-bit operating system. The iFIX licensing will be upgraded from version 5.1 to the current version 6.1 for compatibility with Windows 10.

### 3.2 Proposed Project Scope

RoviSys will provide the following engineering services for the iFIX upgrade project:

- Onsite engineering services to review the current systems operation and backup the iFIX and iHistorian applications
- Procure iFIX upgrade licenses and iHistorian upgrade license
- Convert/Upgrade iFIX application
  - Backup/remove historical data from the application directory
  - Convert the iFIX 5.1 application to 6.1
  - Configure the IGS driver based on the existing IGS configuration
- Setup (2) iFIX Server nodes:
  - Create a VM to load the following software
  - Install VMWare Player (free version)



- Install iFIX server 6.1
  - Install iHistorian 6.1
  - Install XLReporter
  - Configure IP address
- Setup (2) InTouch Runtime nodes:
  - Install VMWare Player (free version)
  - Install iFIX iClient
  - Configure IP address
- Onsite engineering services to setup and test the new system

### **3.3 Assumptions**

RoviSys assumes the following:

- Sandusky will provide all hardware including new PCs
- Sandusky will provide Microsoft Excel for XLReporter
- Sandusky will load preconfigured VMs on the new PCs
- RoviSys will provide the upgraded iFIX licenses at list price
- RoviSys will provide VM backups to Sandusky
- This proposal does not include VMWare costs including additional OS licenses if required
- Rockwell software upgrades are not required

### 3.4 iFIX Upgrade Pricing

RoviSys has estimated, in good faith, the effort and cost of this project. The cost estimate is based on the information provided to RoviSys by Sandusky WTP and on our experience in defining and implementing system projects of similar scope and complexity. This project will be invoiced in a fixed price fashion, with onsite services invoiced on a time and materials basis. Travel and Living (T&L) expenses are billed at actual cost and include mileage, meals, and lodging when required.

**Pricing Summary Table**

<b>Scope Item</b>	<b>Price</b>
Engineering Services - Fixed	\$11,623
Engineering Services - T&M	\$8,030
Outside Purchased Equipment & Services	\$22,588
Travel and Living Expenses (estimated)	\$978
<b>Proposal Total</b>	<b>\$43,219</b>

## **4 Commercial**

### **4.1 Delivery**

FOB: RoviSys.

Freight will be prepaid and added.

### **4.2 Proposal Validity**

This proposal is valid for 90 days.

#### **Payment Terms**

- Invoicing, NET 30 days, of services as expended.
- Invoicing, NET 30 days, outside purchased equipment and software, as ordered.
- Invoicing will occur on a monthly basis until project completion.
- Travel and living will be invoiced at RoviSys cost as incurred.

All prices quoted are subject to applicable state and local sales taxes, which are the responsibility of Sandusky WTP.

### **4.3 Safety**

Sandusky WTP is to supply MSDS (Material Safety Data Sheets) for any materials that RoviSys employees may be exposed to when onsite.

### **4.4 Terms and Conditions**

See attached standard RoviSys Terms and Conditions, dated June 2016.

If RoviSys is selected for this work please send the purchase order to [orders@rovisys.com](mailto:orders@rovisys.com)

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A VIRTUAL SERVER AND FIVE (5) WORKSTATIONS FROM DELL MARKETING L.P. OF ROUND ROCK, TEXAS, THROUGH THE STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM TO BE USED FOR THE UPGRADE OF THE SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM AT THE BIG ISLAND WATER WORKS PLANT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the Big Island Water Works Plant and Wastewater Treatment Plant currently runs software to control their SCADA systems, which are the monitoring and control systems that allow operators to effectively run the facilities and shows real-time information, including flows, chemicals, alarms, and many other parameters; and

**WHEREAS**, the Wastewater Treatment Plant's SCADA system was upgraded in 2018 and the BIWW SCADA system is currently in need of upgrades as the hardware is between five (5) and seven (7) years old and the current software versioning for both the computer operation and the control software is past its support cycle and cannot be upgraded without hardware upgrades; and

**WHEREAS**, the Dell virtual server and workstations from Dell Marketing L.P. of Round Rock, Texas, are available through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, thereby, allowing local political subdivisions to purchase items that have been competitively bid from the successful state vendor giving the City the benefit of the State's negotiated price and eliminating the necessity of formal bidding; and

**WHEREAS**, the total cost of the virtual server and five (5) workstations is \$16,413.73 and will be paid with Water Funds; and

**WHEREAS**, approval is being requested in companion legislation to enter into an agreement with RoviSys, of Aurora, Ohio for the services related to the software and licensing upgrades of the SCADA system at the BIWW plant; 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 expedite the purchase of the hardware and allow the upgrade to be completed at the earliest opportunity and to utilize the savings offered through the cooperative purchasing program as the contract expires on November 19, 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 purchase a virtual server and five (5) workstations for the SCADA system upgrade at the Big Island Water Works Plant through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, Contract #534109, from Dell Marketing L.P., of Round Rock, Texas, at an amount **not to exceed** Sixteen Thousand Four Hundred Thirteen and 73/100 Dollars (\$16,413.73).

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 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 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 upon its passage, and its due authentication by the President, and the Clerk of the City Commission of the City of Sandusky, Ohio.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020



## FINANCE DEPARTMENT

240 Columbus Avenue

Sandusky, Ohio 44870

419.627.5776

[www.cityofsandusky.com](http://www.cityofsandusky.com)

TO: Eric L. Wobser, City Manager  
FROM: Michelle Reeder, Finance Director  
DATE: November 2, 2020  
RE: Commission Agenda Item

### **ITEM FOR CONSIDERATION:**

An ordinance authorizing the City Manager to enter into an agreement for 2020-2021 property, casualty, and liability insurance with Rinehart Walters-Danner Insurance Agency of Mansfield, Ohio, and to expend funds in an amount not to exceed \$325,000.

### **BUDGETARY INFORMATION:**

The annual cost has become part of the annual operating budget and the City of Sandusky's total cost for 2020-2021 will be an amount not to exceed \$325,000. The insurance year is December 1, 2020 through November 30, 2021. The City accepted six (6) proposals, which were evaluated by a selection committee. Upon the completion of an interview and scoring process, the selection committee determined that Rinehart Walters-Danner Insurance Agency had the best proposal. This proposal will save the City \$115,000. The prior year ordinance was passed by the City Commission on November 25, 2019 (Ordinance No 19-194) that covered the period December 1, 2019 through November 30, 2020, for an amount not to exceed \$440,000.

The cost of insurance is not to exceed \$325,000 which includes the premium cost of \$314,745 plus a contingency of \$10,255 for special events if needed. Based on exposures, the cost will be distributed to the General Fund (\$208,000), Street Fund (\$33,800), Water Fund (\$40,625), and Sewer Fund (\$42,575).

### **ACTION REQUESTED:**

The City Commission is requested to approve legislation to authorize the City Manager to enter into an agreement with Rinehart Walters-Danner Insurance Agency for the property, casualty, and liability insurance package for 2020-2021 and authorize payment at an amount not to exceed \$325,000. It is requested that the City Commission enact the required legislation under suspension of the rules in accordance with Section 14 of the City Charter to avoid any lapse in coverage.

I concur with this recommendation:

---

Eric Wobser  
City Manager

---

Michelle Reeder  
Finance Director

CC: Eric Wobser City Manager, Brendan Heil Law Director

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

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH RINEHART WALTERS-DANNER INSURANCE AGENCY OF MANSFIELD, OHIO FOR PROPERTY, CASUALTY AND LIABILITY INSURANCE FOR THE PERIOD OF DECEMBER 1, 2020, THROUGH NOVEMBER 30, 2021; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, the City accepted six (6) proposals for property, casualty and liability insurance for the City which were evaluated by a selection committee, and after an interview and scoring process, the selection committee determined that Rinehart Walters-Danner Insurance Agency of Mansfield, Ohio, had the best proposal; and

**WHEREAS**, the cost for insurance for the period of December 1, 2020, through November 30, 2021, is not to exceed \$325,000.00, which includes the premium cost of \$314,745.00 plus a contingency amount of \$10,255.00 for special events if needed, and will be paid with General Funds in the amount of \$208,000.00, Street Funds in the amount of \$33,800.00, Water Funds in the amount of \$40,625.00, and Sewer Funds in the amount of \$42,575.00; 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 make payment in a timely manner and avoid any lapse in coverage; 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 Finance 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 **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 authorizes and directs the City Manager to enter into an agreement with Rinehart Walters-Danner Insurance Agency of Mansfield, Ohio, for property, casualty and liability insurance for the period of December 1, 2020, through November 30, 2021, consistent with the proposal submitted by Rinehart Walters-Danner Insurance Agency on file in the office of the Director of Finance.

Section 2. This City Commission authorizes and directs the City Manager and/or Finance Director to make payment to Rinehart Walters-Danner Insurance Agency of Mansfield, Ohio, for property, casualty and liability insurance in an amount **not to exceed** Three Hundred Twenty Five Thousand and 00/100 Dollars (\$325,000.00) for coverage for the period beginning December 1, 2020, through

November 30, 2021.

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.

\_\_\_\_\_  
RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION

ATTEST: \_\_\_\_\_  
MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: November 9, 2020