



**SANDUSKY CITY COMMISSION
REGULAR SESSION AGENDA
DECEMBER 12, 2022 AT 5 P.M.
CITY HALL, 240 COLUMBUS AVENUE**

INVOCATION	Mr. Meinzer
PLEDGE OF ALLEGIANCE	
CALL TO ORDER	
ROLL CALL	D. Waddington, B. Harris, M. Meinzer, W. Poole, D. Murray, D. Brady, S. Poggiali
APPROVAL OF MINUTES	November 28, 2022 Regular Meeting
AUDIENCE PARTICIPATION	
SWEARING IN:	Firefighters Noah Mesaros & Edward Simon
PUBLIC HEARING:	2023 Budget, Michelle Reeder, Finance Director
COMMUNICATIONS	Motion to accept all communications submitted below
CURRENT BUSINESS	

CONSENT AGENDA ITEMS

ITEM A – Submitted by Aaron Klein, Public Works Director

2023 CHEMICAL CONTRACTS FOR BIWW & WWTP

Budgetary Information: Funds for the purchase of these items are routinely included in the operating budgets of the Water and Sewer Plants.

- 1. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 12,000 gallons, more or less, of liquid sodium permanganate from Bonded Chemicals Inc., of Columbus, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 2. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 17,000 gallons, more or less, of hydrofluosilicic acid from Univar USA Inc., of Cincinnati, Ohio, for use at the Big Island Water Works Plant during calendar year 2023; and declaring this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 3. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 50,000 gallons, more or less, of sodium hydroxide liquid from Univar USA Inc., of Cincinnati, Ohio, for use at the big Island Water Works Plant during the calendar year 2023; and declaring this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 4. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 90,000 gallons, more or less, of sodium hypochlorite from Alexander Chemical Corp., of Detroit, Michigan, for use the Big Island Water Works Plant during the calendar year 2023; and declaring this ordinance shall take immediate effect in accordance with Section 14 off the City Charter.
- 5. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 110,500 gallons, more or less, of aluminum sulfate polymer blend from Applied Specialties, Inc., of Avon Lake, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023; and declaring this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 6. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 123,000 pounds, more or less, of powdered activated carbon from Bonded Chemicals, Inc., of Columbus, Ohio, for use at the Big Island Water works Plant during the calendar year 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 7. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 350,000 pounds, more or less, of ferrous chloride solution from Kemira Water Solutions, Inc., of Lawrence, Kansas, for use at the Wastewater Treatment Plant during the calendar year 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.
- 8. ORDINANCE NO. _____:** It is requested an ordinance be passed authorizing and directing the City Manager to purchase 88,000 pounds, more or less, of polymer liquid from SNF Polydyne Inc., of Riceboro, Georgia, for use the Wastewater Treatment Plant during the calendar year 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM B – Submitted by Aaron Klein, Public Works Director

SUBMERGED LANDS LEASE FOR 727 CEDAR POINT ROAD

Budgetary Information: There is no budgetary impact.

RESOLUTION NO. _____: It is requested a resolution be adopted pursuant to Section 1506.11 of the Ohio Revised Code finding and determining that based upon the representations and application filed by James &

Emily Doglio for property located at 727 Cedar Point Road, the use and development of the territory so described, a submerged lands lease may be entered into by the State’s Director of Natural Resources; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM C – Submitted by Aaron Klein, Public Works Director

OHIO EPA ANNUAL DISCHARGE FEE FOR WWTP CY2022

Budgetary Information: The total amount of \$15,550.00 shall be paid with Sewer funds and has been appropriated in the O & M Budget for 2022.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to make payment to the State of Ohio Environmental Protection Agency for the annual discharge fee for NPDES Permit Number 2PF00001 for the Wastewater Treatment Plant for the CY 2022; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM D – Submitted by Aaron Klein, Public Works Director

OIO EPA LICENSE TO OPERATE FEE FOR BIWW CY2023

Budgetary Information: The total amount of \$12,180.00 shall be paid with Water funds and has been appropriated in the O & M Budget for 2022.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the Finance Director to make payment to the State of Ohio Environmental Protection Agency for the renewal of the license to operate a public water system for the calendar year 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM E – Submitted by Josh Snyder, Public Works Engineer

2022 CDBG STREET REHABILITATION PROJECT CHANGE ORDER #1 & FINAL

Budgetary Information: Change Order 1 and Final is an increase of \$4,526.62, which will revise the original contract amount of \$207,827.00 to \$212,353.62, with this full amount coming out of the Community Development Block Grant (CDBG) fund.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to approve the first and final change order for work performed by Precision Paving, Inc., of Milan, Ohio, for the 2022 Community Development Block Grant (CDBG) Street Rehabilitation Project in the amount of \$4,526.62; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM F – Submitted by Josh Snyder, Public Works Engineer

PERMANENT UTILITY EASEMENT OVER JACKSON STREET PARKING LOT FOR BUCKEYE BROADBAND

Budgetary Information: The cost of preparing the legal description for this and the recording of this easement will be borne by Buckeye Broadband.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to grant a permanent utility easement to Buckeye Cablevision, Inc., D.B.A. Buckeye Broadband on city property currently utilized as public parking at the Jackson Street Parking Lot, Sandusky; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM G – Submitted by Michelle Reeder, Finance Director

AGREEMENT WITH ENERGY HARBOR FOR STREETLIGHTING

Budgetary Information: There would be an estimated savings of 48% for these electric accounts compared to the future estimated Ohio Edison rate. The annual savings is about \$127,583 and the savings over 55 months is estimated to be \$584,755. The proposed fixed rate with Energy Harbor at this time is estimated at 6.24 cents/kWh. These savings are based on usage of 2,214,982 kilowatt-hours per year.

ORDINANCE NO. _____: It is requested an ordinance be passed approving a pricing attachment agreement to the customer supply agreement with Energy Harbor, LLC., formerly known as FirstEnergy Solutions Corp., of Akron, Ohio, for electric service for the city’s streetlight account located in the City of Sandusky for the period of May 2023 to December 2027; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM H – Submitted by James Stacey, Transit Administrator

STS 2023 TRANSPORTATION SERVICES AGREEMENT WITH ECBDD

Budgetary Information: STS will bill for trips consumed by individuals who are enrolled with Erie Board of Developmental Disabilities and eligible for transportation services. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation (ODOT) Program grant. This contract is expected to provide approximately 10,500 trips and generate over \$200,000 in 2023.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement for transportation services between the City of Sandusky and the Erie County Board of Developmental Disabilities for the period of January 1, 2023, through December 31, 2023; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

REGULAR AGENDA ITEMS

ITEM 1 – Submitted by Michelle Reeder, Finance Director

BUDGET 2023 – FIRST READING

ORDINANCE NO. _____: It is requested an ordinance be passed making general appropriations for the fiscal year 2023.

ITEM 2 – Submitted by Michelle Reeder, Finance Director

BUDGET AMENDMENT #8 FOR 2022 GENERAL APPROPRIATIONS

Budgetary Information: Appropriation amendments are required to update the 2022 budget. Amendments included for these funds:

- General Fund
- Internal Service Fund
- Park & Recreation Fund
- Transit Fund
- Fire & Police Pension
- Coronavirus Relief Fund
- Special Assessment Bond fund
- Capital Projects
- Trust & Agency Fund

ORDINANCE NO. _____: It is requested an ordinance be passed adopting Amendment No. 8 to Ordinance 22-004 passed by this City Commission on January 10, 2022, making General Appropriations for the fiscal year 2022; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 3 – Submitted by Aaron Klein, Public Works Director

WPCLF LOAN APPLICATION WITH EPA FOR MILLS STREET HIGH RATE TREATMENT PROJECT

Budgetary Information: There is no budgetary impact for submitting the application. Formal legislation will be needed for acceptance of the loan after both projects are awarded and final costs are known.

RESOLUTION NO. _____: It is requested a resolution be passed amending Resolution No. 042-22, passed on August 8, 2022, authorizing and directing the City Manager to file an application with the Ohio Environmental Protection Agency (OEPA) for a loan through the Water Pollution Control Loan Fund (WPCLF) Program for the design, construction and inspection of the Mills Street High Rate Treatment Project; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 4 – Submitted by Aaron Klein, Public Works Director

AGREEMENT FOR CLEANING SERVICES WITH PROGRESSIVE CLEANING SOLUTIONS

Budgetary Information: The cost of the contract for 2023 for City Hall shall not exceed \$34,632 annually and be paid for with funds from the Building Maintenance Division’s operating budget. The 2023 contract cost for Justice Center shall not exceed \$25,476 annually, with \$15,285.60 from the Building Maintenance Division’s operating budget, and \$10,190.40 from the Sandusky Municipal Court’s operating budget.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an agreement with Progressive Cleaning Solutions, Inc., of Sandusky, Ohio, for cleaning services at City Hall, 240 Columbus Avenue, and the Justice Center, 222 Meigs Street; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 5 – Submitted by Josh Snyder, Public Works Engineer

2022 LOCAL STREET RESURFACING PROJECT CHANGE ORDER #1 AND FINAL

Budgetary Information: The original contract with Precision Paving, Inc., was \$1,794,328.35. Change order #1 is an increase of \$139,717.32, increasing the contract total to \$1,934,045.67. The change order amount shall be paid with Sewer Funds in the amount of \$38,014.23 and Water Funds in the amount of \$101,703.09.

	Contract	Actual	Difference
American Rescue Plan Act Stimulus Funds	\$ 1,232,713.02	\$ 1,232,713.02	\$ -
Parking & Admission Tax Funds	\$ 140,000.00	\$ 140,000.00	\$ -
State Gas Tax Funds	\$ 28,000.00	\$ 28,000.00	\$ -
Capital Streets Funds	\$ 60,000.00	\$ 60,000.00	\$ -
Water Funds	\$ 180,102.66	\$ 281,805.75	\$ 101,703.09
Sewer Funds	\$ 153,512.67	\$ 191,526.90	\$ 38,014.23
	\$ 1,794,328.35	\$ 1,934,045.67	\$ 139,717.32

All additional items that were not sewer or water related were paid for using contingency money within the original contract provided by Street capital funds.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to approve the first and final change order for work performed by Precision Paving, Inc., of Milan, Ohio, for the 2022 Local Street Resurfacing Project in the amount of \$139,717.32; and declaring that this resolution shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 6 – Submitted by Scott Kromer, Streets & Utilities Superintendent

PURCHASE USED VIBRATORY ROLLER FOR STREETS & TRAFFIC

Budgetary Information: The cost for the vibratory roller will not exceed \$35,000.00 and will be paid from Capital Issue 8 funds. A new model is estimated at \$50,000 to \$60,000.

ORDINANCE NO. _____: It is requested an ordinance be passed declaring a 1991 Rosco Compac-460 static roller as unnecessary and unfit for use pursuant to Section 25 of the City Charter; authorizing and directing the City Manager to enter into a contract for purchase of a used vibratory roller at public auction for the Streets & Traffic Division at an amount not to exceed \$35,000.00; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 7 – Submitted by Scott Kromer, Streets & Utilities Superintendent

PURCHASE A 2024 FREIGHTLINER M2 106 VEHICLE FOR SEWER MAINTENANCE FROM VALLEY

Budgetary Information: The total cost for one (1) 2024 Freightliner M2 106 2 Ton Truck shall not exceed \$97,549.00 and will be paid from Sewer Capital Funds.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to purchase a 2024 Freightliner M2 106 2-ton truck from Valley Freightliner, Sterling, and Western Star, Inc., of Parma, Ohio, through the State of Ohio Department of Transportation Cooperative Purchasing Program for the Sewer Maintenance Division; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 8 – Submitted by Nicole Grohe, Community Development Program Administrator

CDBG FY21 DEMOLITION PROJECT #4 CONTRACT

Budgetary Information: The total cost for the asbestos abatement and demolition is \$23,500 and will be paid with FY21 Community Development Block Grant Funds. Liens will be placed on the properties for the total cost of the asbestos abatement and demolition.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with Ed Burdue & Company of Sandusky, Ohio, for the CDBG FY21 Demolition Project #4; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

ITEM 9 – Submitted by Jared Oliver, Police Chief

AGREEMENT FOR DISPATCHING SERVICES FY23 WITH ERIE COUNTY SHERIFF

Budgetary Information: The City agrees to reimburse the Erie County Sheriff’s Department in 2023 for the dispatching services at an amount not to exceed **\$312,479.10** which **\$156,239.55 (50%)** will be taken from the 2023 Fire Department Proposed Budget (110-1310-53001 at 22% and 431-1330-53001 at 28%) and **\$156,239.55 (50%)** will be taken from the 2023 Police Department Proposed Budget, (110-1020-53001).

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into a contract with the Erie County Sheriff for the provision of public safety dispatching services for the City of Sandusky Police, Fire and Service Departments commencing on January 1, 2023, through December 31, 2023; and declaring that this ordinance shall take immediate effect in accordance with Section 14 of the City Charter.

CITY MANAGER’S REPORT

OLD BUSINESS

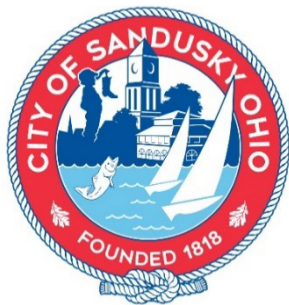
NEW BUSINESS

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

EXECUTIVE SESSION(S)

ADJOURNMENT

Online: www.CityofSandusky.com/Live – Click “Play” 



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: December 1, 2022

Subject: **Commission Agenda Item – 2023 Chemical Contracts for Big Island Water Works and the Wastewater Treatment Plant**

ITEM FOR CONSIDERATION: Legislation for the purchase of chemicals for use at the Big Island Water Works and the Wastewater Treatment Plants for the calendar year 2023.

BACKGROUND INFORMATION:

Contract One – Liquid Sodium Permanganate (BIWW) 12,000 Gallons, more or less

Bonded Chemicals Inc. Columbus, OH	Bid: \$157,800 (\$13.15 per gallon) Surety: 100% Bid Bond
Shannon Chemical Exton, PA	Bid: \$165,240 (\$13.77 per gallon) Surety: 100% Bid Bond
Chemrite Inc. Buford, GA	Bid: \$184,680 (\$15.39 per gallon) Surety: 100% Bid Bond

Contract Two – Hydrofluosilicic Acid (BIWW) 17,000 Gallons, more or less

Bonded Chemical Columbus, OH	Bid: \$49,810 (2.93 per gallon) Surety: 100% Bid Bond
Univar USA Inc Cincinnati, OH	Bid: \$45,900 (\$2.70 per gallon) Surety: 100% Bid Bond
Alexander Chemical Corp. Peru, IL	Bid: \$243,900 (\$2.71 per gallon) Surety: 100% Bid Bond
Pencco, Inc. San Felipe, TX	Bid: \$66,470 (\$3.91 per gallon) Surety: 100% Bid Bond

Contract Three – Sodium Hydroxide Liquid (BIWW) 50,000 Gallons, more or less

Bonded Chemical Columbus, OH	Bid: \$210,000 (\$4.20 per gallon) Surety: 100% Bid Bond
JCI Jones Chemicals Barberton, OH	Bid: \$216,000 (\$4.32 per gallon) Surety: 100% Bid Bond
Univar USA Inc Cincinnati, OH	Bid: \$188,900 (\$3.778 per gallon) Surety: 100% Bid Bond
Brenntag Mid-South, Inc. Hebron, OH	Bid: \$209,500 (\$4.19 per gallon) Surety: 100% Bid Bond

Contract Four – Sodium Hypochlorite (BIWW) 90,000 Gallons, more or less

Bonded Chemicals, Inc. Columbus, OH	Bid: \$186,300.00 (\$2.07 per gallon) (4/1/23) \$306,000.00 (\$3.40 per gallon) Surety: 100% Bid Bond
Alexander Chemical Corp. Detroit, MI	Bid: \$243,900.00 (\$2.71 per gallon) Surety: 100% Bid Bond

Contract Five – Aluminum Sulfate Polymer Blend (BIWW) 110,500 Per Gallons, more or less

Applied Specialties, Inc. Avon Lake, OH	Bid: \$371,280.00 (\$3.36 per gallon) Surety: 100% Bid Bond
Chemtrade Chemicals Parisppany, NJ	Bid: \$435,370.00 (\$3.94 per gallon) Surety: 100% Bid Bond

Contract Six – Powder Activated Carbon (BIWW) 123,000 Pounds, more or less

Bonded Chemicals, Inc. Columbus, OH	Bid: \$186,960 (\$1.52 per pound) Surety: 100% Bid Bond
Chemrite Inc. Buford, GA	Bid: \$223,860 (\$1.82 per pound) Surety: 100% Bid Bond

Contract Seven – Ferrous Chloride Solution (WWTP) 350,000 Pounds, more or less

Kemira Water Solutions Inc. Lawrence, KS	Bid: \$385,000 (\$1.10 per pound) Surety: 100% Bid Bond
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Contract Eight – Polymer Liquid (WWTP) 88,000 Pounds, more or less

SNF Polydyne Inc. Riceboro, GA	Bid: \$147,840 (\$1.68 per pound) Surety: 100% Bid Bond
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In addition to bidding for City chemicals, we routinely include Erie County's chemicals for their wastewater treatment plants in our annual chemical bids just as the City participates in Erie County's Road Salt Bid annually. The City of Huron also participates in the process with chemicals for their water and wastewater treatment plants. Each entity is responsible for entering into their own contracts with the chemical companies.

BUDGETARY INFORMATION: Funds for the purchase of these items are routinely included in the operating budgets of the Water and Sewer Plants.

ACTION REQUESTED: It is requested that the proper legislation be prepared to purchase chemicals for the calendar year 2023 for use at the Big Island Water Works and Wastewater Treatment Plant as follows:

	Description	Company	Quantity	Unit	Unit Price	Total
Contract #1	Liquid Sodium Permanganate	Bonded Chemicals Inc.	12,000	Gallon	\$13.15	\$157,800.00
Contract #2	Hydrofluosilicic Acid (H ₂ SiF ₆)	Univar USA Inc.	17,000	Gallon	\$2.70	\$45,900.00
Contract #3	Sodium Hydroxide Liquid	Univar USA Inc.	50,000	Gallon	\$3.778	\$188,900.00
Contract #4	Sodium Hypochlorite	Alexander Chemical Corp.	90,000	Gallon	\$2.71	\$243,900.00
Contract #5	Aluminum Sulfate Polymer Blend	Applied Specialties, Inc.	110,500	Gallon	\$3.36	\$371,280.00
Contract #6	Powdered Activated Carbon	Bonded Chemicals, Inc.	123,000	Pounds	\$1.52	\$186,960.00
Contract #7	Ferrous Chloride Solution	Kemira Water Solutions	350,000	Pounds	\$1.10	\$385,000.00
Contract #8	Polymer - Liquid	SNF Polydyne Inc.	88,000	Pounds	\$1.68	\$147,840.00

It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter to allow for delivery of the product as needed by January 1, 2023.

I concur with this recommendation:

John Orzech
Interim City Manager

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

CERTIFICATE OF FUNDS

In the Matter of: Chemical Contracts

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

Account #612-5230-54000, 613-5420-54000

By: _____



Michelle Reeder

Finance Director

Dated: 12/9/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 12,000 GALLONS, MORE OR LESS, OF LIQUID SODIUM PERMANGANATE FROM BONDED CHEMICALS INC., OF COLUMBUS, OHIO, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Twelve Thousand (12,000) gallons, more or less, of Liquid Sodium Permanganate for use at the Big island Water Works Plant, three (3) appropriate bids were received and the bid of Bonded Chemicals Inc. of Columbus, Ohio, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 be and hereby is authorized and directed to purchase Twelve Thousand (12,000) gallons, more or less, of Liquid Sodium Permanganate from Bonded Chemicals Inc. of Columbus, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023 at \$13.15 per gallon at an amount **not to exceed** One Hundred Fifty Seven Thousand Eight Hundred and 00/100 Dollars (\$157,800.00). Said Liquid Sodium Permanganate shall be provided in accordance with the proposal of the said Bonded Chemicals Inc. of Columbus, Ohio, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 17,000 GALLONS, MORE OR LESS, OF HYDROFLUOSILICIC ACID FROM UNIVAR USA INC., OF CINCINNATI, OHIO, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Seventeen Thousand (17,000) gallons, more or less, of Hydrofluosilicic Acid for use at the Big Island Water Works Plant, four (4) appropriate bids were received and the bid of Univar USA Inc. of Cincinnati, Ohio, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase Seventeen Thousand (17,000) gallons, more or less, of Hydrofluosilicic Acid from Univar USA Inc. of Cincinnati, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023 at \$2.70 per gallon at an amount **not to exceed** Forty Five Thousand Nine Hundred and 00/100 Dollars (\$45,900.00). Said Hydrofluosilicic Acid shall be provided in accordance with the proposal of the said Univar USA Inc. of Cincinnati, Ohio, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 50,000 GALLONS, MORE OR LESS, OF SODIUM HYDROXIDE LIQUID FROM UNIVAR USA INC., OF CINCINNATI, OHIO, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Fifty Thousand (50,000) gallons, more or less, of Sodium Hydroxide Liquid, for use at the Big Island Water Works Plant, four (4) appropriate bids were received and the bid of Univar USA Inc. of Cincinnati, Ohio, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase Fifty Thousand (50,000) gallons, more or less, of Sodium Hydroxide Liquid from Univar USA Inc. of Cincinnati, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023 at \$3.778 per gallon at an amount **not to exceed** One Hundred Eighty Eight Thousand Nine Hundred and 00/100 Dollars (\$188,900.00). Said Sodium Hydroxide Liquid shall be provided in accordance with the proposal of the said Univar USA Inc. of Cincinnati, Ohio, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 90,000 GALLONS, MORE OR LESS, OF SODIUM HYPOCHLORITE FROM ALEXANDER CHEMICAL CORP. OF DETROIT, MICHIGAN, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Ninety Thousand (90,000) gallons, more or less, of Sodium Hypochlorite for use at the Big Island Water Works Plant, two (2) appropriate bids were received and the bid of Alexander Chemical Corp. of Detroit, Michigan, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase Ninety Thousand (90,000) gallons, more or less, of Sodium Hypochlorite from Alexander Chemical Corp. of Detroit, Michigan, for use at the Big Island Water Works Plant during the calendar year 2023 at \$2.71 per gallon at an amount **not to exceed** Two Hundred Forty Three Thousand Nine Hundred and 00/100 Dollars (\$243,900.00). Said Sodium Hypochlorite shall be provided in accordance with the proposal of the said Alexander Chemical Corp. of Detroit, Michigan, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 110,500 GALLONS, MORE OR LESS, OF ALUMINUM SULFATE POLYMER BLEND FROM APPLIED SPECIALTIES, INC., OF AVON LAKE, OHIO, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of One Hundred Ten Thousand Five Hundred (110,500) gallons, more or less, of Aluminum Sulfate Polymer Blend for use at the Big Island Water Works Plant, two (2) appropriate bids were received and the bid of Applied Specialties, Inc., of Avon Lake, Ohio, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase One Hundred Ten Thousand Five Hundred (110,500) gallons, more or less, of Aluminum Sulfate Polymer Blend from Applied Specialties, Inc., of Avon Lake, Ohio, for use at the Big Island Water Works Plant during the calendar year 2023 for \$3.36 per gallon at an amount **not to exceed** Three Hundred Seventy One Thousand Two Hundred Eighty and 00/100 Dollars (\$371,280.00). Said Aluminum Sulfate Polymer Blend shall be provided in accordance with the proposal of the said Applied Specialties, Inc., of Avon Lake, Ohio, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 123,000 POUNDS, MORE OR LESS, OF POWDERED ACTIVATED CARBON FROM BONDED CHEMICALS, INC., OF COLUMBUS, OHIO, FOR USE AT THE BIG ISLAND WATER WORKS PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of One Hundred Twenty Three Thousand (123,000) pounds, more or less, of Powdered Activated Carbon for use at the Big Island Water Works Plant, two (2) appropriate bids were received and the bid of Bonded Chemicals, Inc., of Columbus, Ohio, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Big Island Water Works Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase One Hundred Twenty Three Thousand (123,000) pounds, more or less, of Powdered Activated Carbon from Bonded Chemicals, Inc., of Columbus, Ohio, for use at the Big Island Water Works Plant during calendar year 2023 at \$1.52 per pound at an amount **not to exceed** One Hundred Eighty Six Thousand Nine Hundred Sixty and 00/100 Dollars (\$186,960.00). Said Powdered Activated Carbon shall be provided in accordance with the proposal of the said Bonded Chemicals, Inc., of Columbus, Ohio, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 350,000 POUNDS, MORE OR LESS, OF FERROUS CHLORIDE SOLUTION FROM KEMIRA WATER SOLUTIONS, INC., OF LAWRENCE, KANSAS, FOR USE AT THE WASTEWATER TREATMENT PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Three Hundred Fifty Thousand (350,000) pounds, more or less, of Ferrous Chloride Solution for use at the Wastewater Treatment Plant, one (1) appropriate bid was received and the bid of Kemira Water Solutions, Inc., of Lawrence, Kansas, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Wastewater Treatment Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase Three Hundred Fifty Thousand (350,000) pounds, more or less, of Ferrous Chloride Solution from Kemira Water Solutions, Inc., of Lawrence, Kansas, for use at the Wastewater Treatment Plant during calendar year 2023 at \$1.10 per pound at an amount **not to exceed** Three Hundred Eighty Five Thousand and 00/100 Dollars (\$385,000.00). Said Ferrous Chloride Solution shall be provided in accordance with the proposal of the said Kemira Water Solutions, Inc., of Lawrence, Kansas, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE 88,000 POUNDS, MORE OR LESS, OF POLYMER LIQUID FROM SNF POLYDYNE INC. OF RICEBORO, GEORGIA, FOR USE AT THE WASTEWATER TREATMENT PLANT DURING THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, upon public competitive bidding as required by law for the purchase of Eighty Eight Thousand (88,000) pounds, more or less, of Polymer Liquid for use at the Wastewater Treatment Plant, one (1) appropriate bid was received and the bid of SNF Polydyne, Inc. of Riceboro, Georgia, was determined to be the lowest and best bid; and

WHEREAS, funds for this purchase are routinely included in the Wastewater Treatment Plant's operating budget; 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 delivery of this product as needed by January 1, 2023; 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 purchase Eighty Eight Thousand (88,000) pounds, more or less, of Polymer Liquid from SNF Polydyne Inc., of Riceboro, Georgia, for use at the Wastewater Treatment Plant during calendar year 2023 at \$1.68 per pound at an amount **not to exceed** One Hundred Forty Seven Thousand Eight Hundred Forty and 00/100 Dollars (\$147,840.00). Said Polymer Liquid shall be provided in accordance with the proposal of the said SNF Polydyne Inc., of Riceboro, Georgia, 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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: November 28, 2022

Subject: Commission Agenda Item – Submerged Lands Lease for 727 Cedar Point Drive

ITEM FOR CONSIDERATION: Legislation authorizing and consenting to a submerged land lease to be issued by the State of Ohio for James & Emily Doglio, 727 Cedar Point Road, Sandusky, OH 44870.

BACKGROUND INFORMATION: This lease is for the property located at 727 Cedar Point Drive (PPN 55-00002.000), for a proposed shore structure along the Sandusky Bay.

The applicant has submitted the Coastal Permit and Lease Application to the State of Ohio Department of Natural Resources (ODNR). ODNR requires a resolution from the City stating the area of land in question is not needed by local authority for future improvements (i.e. breakwaters, harbors, marinas, piers, etc.) and that the land uses in the application comply with regulation of permissible land use of the local authority.

After review of the land and business use, we find this property to be in compliance with City code and is not needed for future local improvements.

BUDGETARY INFORMATION: There is no budgetary impact.

ACTION REQUESTED: It is recommended that proper legislation be prepared authorizing and consenting to a submerged lands lease be issued by the State of Ohio Department of Natural Resources to James & Emily Doglio, 727 Cedar Point Road, Sandusky, Ohio 44870, be approved under suspension of the rules in accordance with Section 14 of the City Charter in order to ensure that the administrative review process can continue in a timely manner.

I concur with this recommendation:

John Orzech
Interim City Manager

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

RESOLUTION NO. _____

A RESOLUTION ADOPTED PURSUANT TO SECTION 1506.11 OF THE OHIO REVISED CODE FINDING AND DETERMINING THAT BASED UPON THE REPRESENTATIONS AND APPLICATION FILED BY JAMES & EMILY DOGLIO FOR PROPERTY LOCATED AT 727 CEDAR POINT ROAD, THE USE AND DEVELOPMENT OF THE TERRITORY SO DESCRIBED, A SUBMERGED LANDS LEASE MAY BE ENTERED INTO BY THE STATE'S DIRECTOR OF NATURAL RESOURCES; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, James & Emily Doglio are the upland property owners of land located at 1907 Cedar Point Road within the City of Sandusky; and

WHEREAS, the upland property owners has made certain representations and filed an original application and site plan consistent therewith, with the State Director of Natural Resources, a copy of which is attached marked "Exhibit A" and incorporated herein, indicating a desire to use and develop a part of the territory as specified in their application and site plan without impairment of the public's right of navigation, water commerce and fishery; and

WHEREAS, this City Commission determines that based upon the upland property owners' representations, the territory as described in their application and site plan filed by the upland property owners is not necessary or required for the construction, maintenance, or operation, by the City of Sandusky, of breakwaters, piers, docks, wharves, bulkheads, connecting ways, water terminal facilities, and improvements and marginal highways, in aid of navigation and water commerce; and

WHEREAS, this City Commission determines that based upon the upland property owners' representations the land uses specified in the application and site plan filed with the State's Director of Natural Resources comply with the regulations of permissible land use under all waterfront plans adopted by the City of Sandusky; and

WHEREAS, this Resolution should be passed as an emergency measure and in accordance with Section 14 of the City Charter in order to ensure that the administrative review process can continue in a timely manner; and

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

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

Section 1. This City Commission finds and determines that based upon the upland property owners' representations as contained in attached "Exhibit A" the

territory as described in their application and site plan is not necessary or required for the construction, maintenance, or operation, by the City of Sandusky of breakwaters, piers, docks, wharves, bulkheads, connecting ways, water terminal facilities, and improvements and marginal highways, in aid of navigation and water commerce.

Section 2. This City Commission finds and determines that based upon the upland property owners' representations contained in attached "Exhibit A" the land uses specified in the application and site plan filed with the State's Director of Natural Resources comply with the regulations of permissible land use under all waterfront plans adopted by the City of Sandusky.

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

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

Section 5. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

COASTAL PERMITS AND LEASE APPLICATION

Please consult the instructions prior to completing this form. Please type or print clearly using blue or black ink.

GENERAL INFORMATION

1. Property owner name: James A. Jr. and Emily A. Doglio	
2. Mailing address: 3399 Kensington Drive Avon, OH 44011	3. Home telephone number: 216-630-5035
	4. Alternate telephone number:
	5. Email address:
6. Authorized agent/representative name: James A. Schilens	
7. Mailing address: 27330 Center Ridge Rd, Westlake, Ohio 44145	8. Telephone number: 440-899-6880
	9. Fax Number: 440-899-0930
	10. Email address jschilens@aol.com

11. Street address: 727 Cedar Point Road	
12. Permanent parcel number(s): 55-0002.000	
13. City or township: Sandusky	14. County: Erie
15. Site location description (if necessary): SEE TITLE SHEET FOR LOCATION MAP.	
16. Submittals (check if enclosed): <input checked="" type="checkbox"/> Location map	

EXHIBIT "A"

17. Name of adjoining shoreline property owner(s)	Site address/city/state/zip code	Mailing address/city/state/zip code
Robert M. Crichfield Trustee	733 Cedar Point Road Sandusky, OH 44870	1602 Maple Street Barberton, OH 44203
Cedar Willow LLC	721 Cedar Point Road Sandusky, OH 44870	11 Bohnert Ct. Jasper, IN 47546

18. Brief description of the proposed structure or project (attach additional sheets if necessary): ARMOR STONE REVETMENT, SHEET PILE WALL, CRIB PIER & LAUNCH RAMP PER DRAWINGS ATTACHED	
19. Anticipated start date: 12-1-22	20. Anticipated finish date: 3-15-23

21. To apply for an authorization, check the box below and complete the application on the reverse page:		
<input checked="" type="checkbox"/> Shore Structure Permit	<input checked="" type="checkbox"/> Submerged Lands Lease	<input type="checkbox"/> Coastal Erosion Area Permit
<input type="checkbox"/> Submerged Lands Permit	<input type="checkbox"/> Submerged Lands Lease Modification	<input checked="" type="checkbox"/> Consistency Statement

SHORE STRUCTURE PERMIT APPLICATION**\$1506.40 ORC**

1. Professional Engineer: Christopher Huhnke		2. Ohio registration number: E-768862
3. Mailing address: 27330 Center Ridge Road, Westlake, Ohio	4. Phone number: 440-899-6880	7. Submittals (check if enclosed) <input checked="" type="checkbox"/> Construction drawings (by professional engineer) <input checked="" type="checkbox"/> Design information
	5. Fax number: 440-899-0930	
	6. Email address: <i>Jschilens@AOL.com</i>	

SUBMERGED LANDS LEASE APPLICATION**\$1506.11 ORC**

1. Total Area of Submerged Lands to be Occupied: <i>AREA #1: 588.24 SF AREA #2: 462.72 SF</i>	
2. Upland deed recording information [Deed book] <i>6-B</i>	[Deed page] <i>pp# 55-00002-000 (PAGE 50)</i>
3. Local Authority Issuing Resolution: City of Sandusky, Ohio <i>REQUESTED 5-11-22</i> Date issued:	
4. Was any Portion of the Structure Erected in Lake Erie Prior to October 13, 1955?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5. Brief Explanation of the Purpose of the Structure or Project (attach additional sheets if necessary): <i>FOR EROSION CONTROL AND BOATING & WATER ACCESS FOR SPORT.</i>	6. Submittals (check if enclosed): <input type="checkbox"/> Construction drawings <input checked="" type="checkbox"/> Copy of title deed <input type="checkbox"/> Metes & bounds description and plat <input type="checkbox"/> Local resolution or ordinance <input type="checkbox"/> Legal documentation of signature authority

COASTAL EROSION AREA PERMIT APPLICATION**\$1506.07 ORC**

1. Authorization Type: <input type="checkbox"/> Existing <input type="checkbox"/> New Measure	Date Built (if existing):
2. Upland deed recording information [Deed book]	[Deed page]
3. Construction start date for the building or addition:	
4. Brief description of the building or addition (attach additional sheets if necessary):	5. Submittals (check if enclosed): <input type="checkbox"/> Construction drawings <input type="checkbox"/> Permanent structure drawings <input checked="" type="checkbox"/> Copy of title deed <input type="checkbox"/> Construction schedule <input type="checkbox"/> Design information

SIGNATURE AND CONSISTENCY STATEMENT**\$1506.03 ORC**

I certify that the proposed activity identified in this application shall comply with Ohio's approved Coastal Management Program and will be conducted in a manner consistent with such program (15 CFR 930.57 and ORC 1506.03). I do additionally certify that I am familiar with the information contained in this application and, to the best of my knowledge and belief, such information is true, complete and accurate.	
<i>J. Schilens</i> Signature of Property Owner or Authorized Agent	<i>11-28-22</i> Date

Application page 2 of 2

EMAIL TO (preferred): coastal.regulatory@dnr.ohio.gov

or MAIL TO: Ohio DNR Office of Coastal Management, 2514 Cleveland Road East, Huron, Ohio 44839

SHEET LIST

EN-1 COVER SHEET

EN-2 PROPOSED PLAN

EN-3 PROPOSED SECTIONS (A-A', B-B')

EN-4 PROPOSED SECTIONS (C-C', D-D')



DWG. NO.:

EN-1

ISSUE:

PERMIT

DWG. TITLE:

COVER SHEET

LOCATION MAP

PROJECT:

DOGLOG PROJECT

727 CEDAR POINT ROAD

LOCATION

SANDUSKY, OHIO 44870

SCALE:

NTS

DATE:

09-02-22

DRAWN BY:

R.A.S.

CHECKED BY:

J.A.S.

REVISIONS:

05-05-22 07-14-22

05-16-22 08-18-22

05-26-22

05-27-22

07-07-22

ENGINEERED TECHNICAL SOLUTIONS



Site Design
Erosion Control
Ecological Utility

27330 Center Ridge Road
Westlake, Ohio 44145
Phone: (440) 899-6880
www.engineeredtechnical.com

GENERAL NOTES:

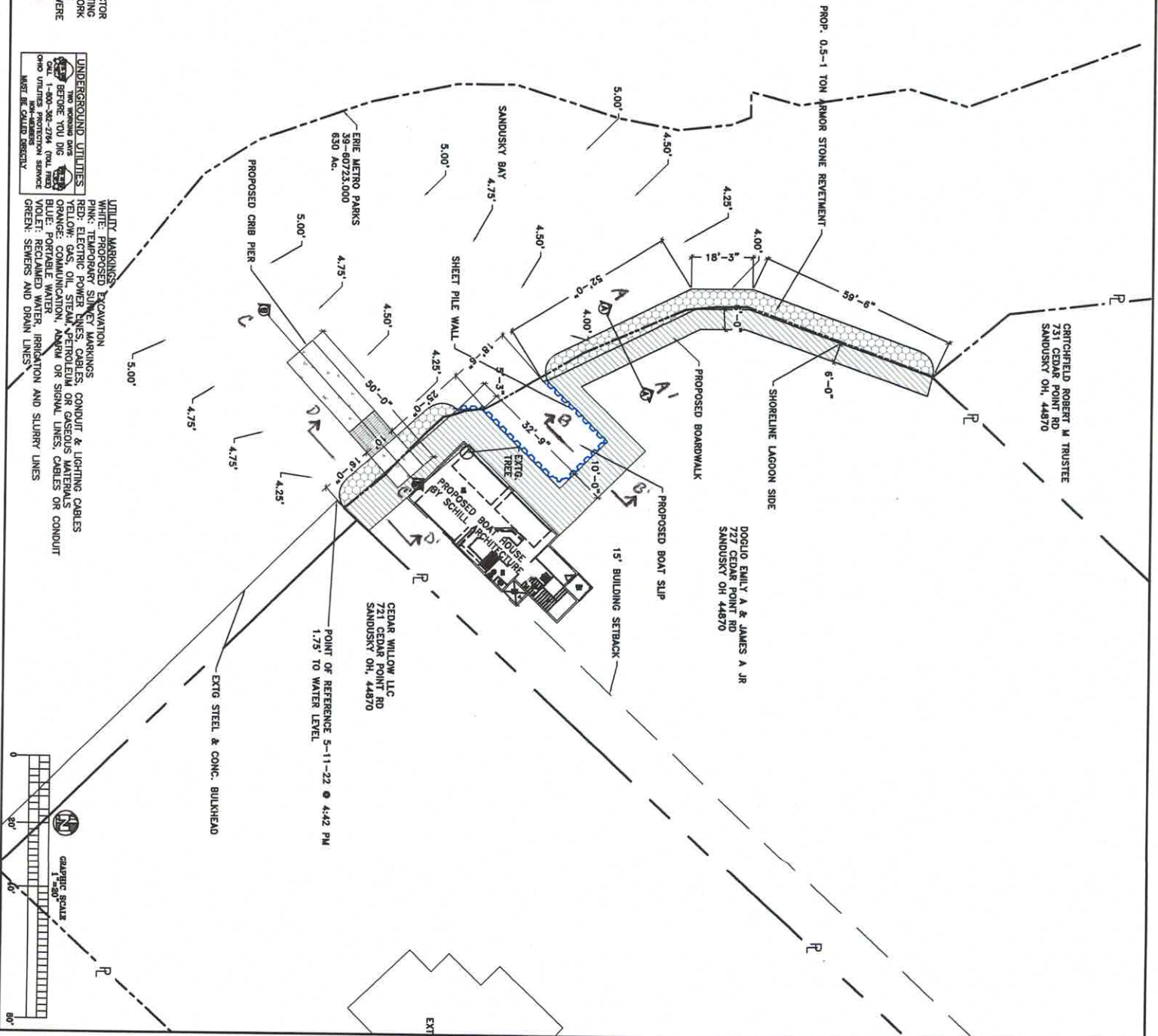
1. ALL ELEVATIONS REFERENCE IGLD 1985.
2. ALL SAND AND GRAVEL LOCATED BELOW THE PROPOSED FILL MATERIAL SHALL BE EXCAVATED AND SIDECAST INTO THE LITTORAL DRIFT IN LESS THAN THREE FEET OF WATER EITHER IMMEDIATELY EAST OR LAKEWARD OF THE PROJECT.
3. PER USACE REQUIREMENTS 400 CUBIC YARDS OF SAND PREFILL MUST BE PLACED IN THE NEARSHORE AREA IN LESS THAN TREE FEET OF WATER WITHIN 15 DAYS OF THE INITIATION OF THE AUTHORIZED WORK. THE SAND PREFILL SHALL BE FROM AN OFF-SITE UPLAND SOURCE AND MEET THE GRADATION REQUIREMENTS IDENTIFIED BELOW WHICH CORRESPONDS TO ODOT SPECIFICATION 703.02 THE UPLAND SOURCE SHALL BE COORDINATED WITH USACE AGENT OF THIS OFFICE PRIOR TO PLACEMENT. WITHIN 15 DAYS OF THE PLACEMENT OF THE SAND PREFILL, THE PERMITTEE SHALL PROVIDE COLOR PHOTOGRAPHS AND CONTRACTOR RECEIPTS VERIFYING THE VOLUME OF SAND PREFILL AND ITS LOCATION ON PLAN SHEET TO CURRENT CHIEF, MONITORING AND ENFORCEMENT SECTION, U.S. ARMY CORPS OF ENGINEERS, 1776 NIAGARA STREET, BUFFALO, NY 14207-3199

SIEVE SIZE	TOTAL PERCENT PASSING
3/8 INCH	100
No. 4	80 to 100
No. 8	60 to 100
No. 16	35 to 85
No. 30	10 to 70
No. 50	0 to 35
No. 100	0 to 10
No. 200	0 to 2

IF ANY ERRORS OR OMISSIONS APPEAR ON THE DRAWINGS THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER OR ENGINEER/ARCHITECT IN WRITING. SUCH ERRORS OR OMISSIONS, THE DRAWINGS ARE A GUIDE. ANY WORK NOT SHOWN OR SPECIFIED IS NECESSARY TO COMPLETE THE ENTIRE WORK SHALL BE FURNISHED, BEFORE AND DONE AS IF THE SAME WERE INDICATED IN THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR SHALL CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION AND NOTIFY ENGINEER/ARCHITECT IMMEDIATELY OF ANY CONFLICTS.

UNDERGROUND UTILITIES:
TWO FEET DEEP
BEFORE YOU DIG
CALL 811
OR VISIT
WWW.811.ORG
FOR A FREE
UTILITY LOCATION
SERVICE
ONE UTILITIES PROTECTION SERVICE
NON-WEATHER
MUST BE CALLED DIRECTLY

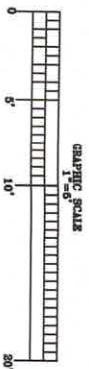
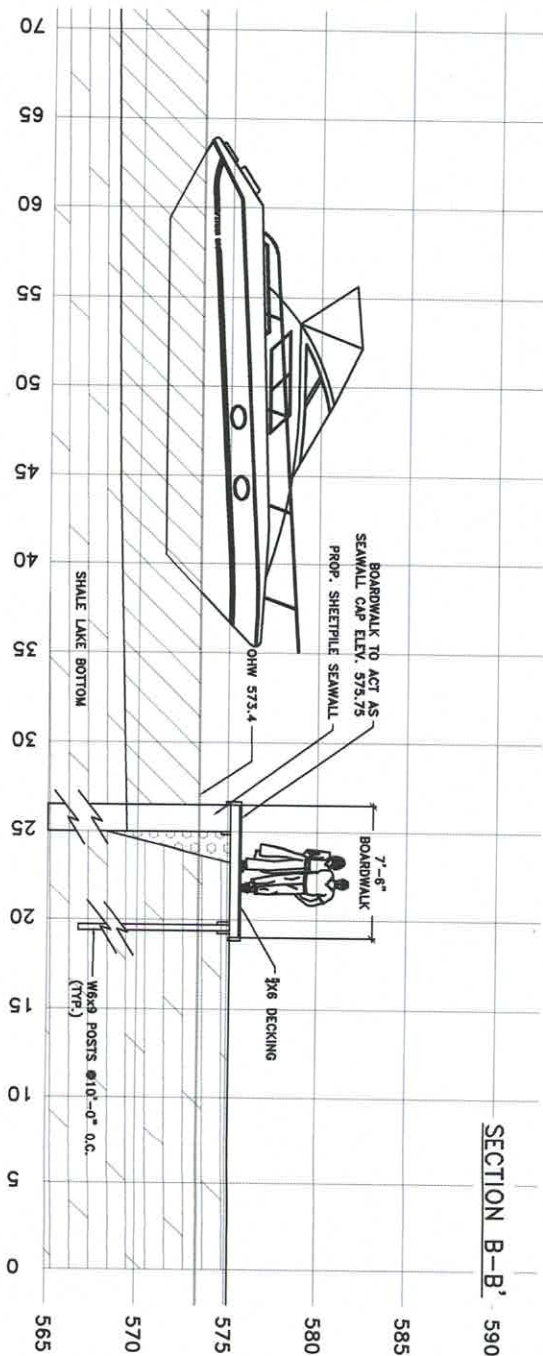
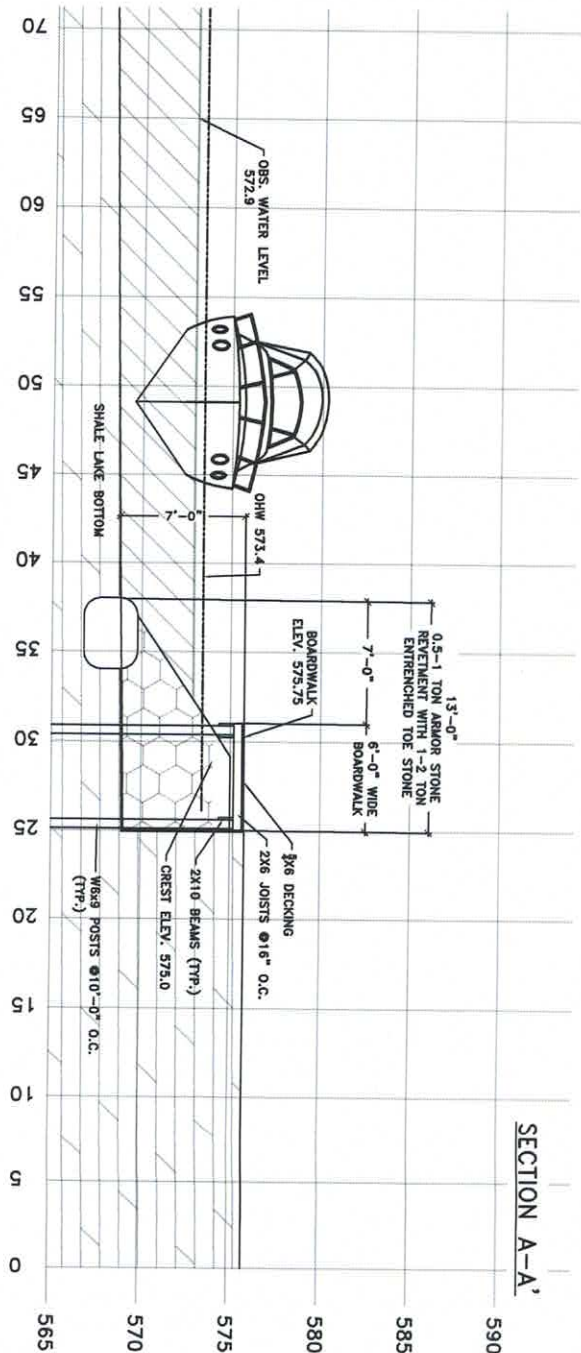
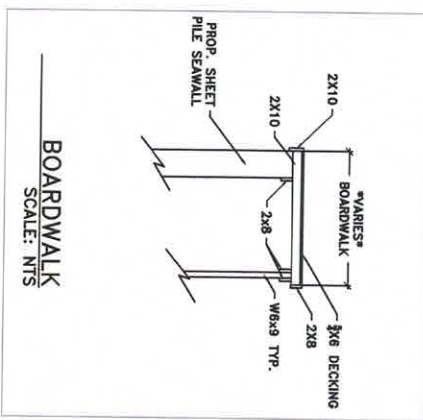
UTILITY MARKINGS:
WHITE: PROPOSED EXCAVATION
PINK: TEMPORARY SUNKY MARKINGS
RED: ELECTRIC POWER LINES, CABLES, CONDUIT & LIGHTING CABLES
YELLOW: GAS, OIL, STEAM, PETROLEUM OR GASEOUS MATERIALS
ORANGE: COMMUNICATION, AIRLINE OR SIGNAL LINES, CABLES OR CONDUIT
BLUE: RECLAIMED WATER, IRRIGATION AND SLURRY LINES
GREEN: SEWERS AND DRAIN LINES



DWG. NO.: EN-2 ISSUE: PERMIT	DWG. TITLE: PROP. PLAN	PROJECT: DOGLO PROJECT 727 CEDAR POINT ROAD SANDUSKY, OHIO 44870	SCALE: 1"=20' DATE: 09-02-22 DRAWN BY: R.A.S. CHECKED BY: J.A.S.	REVISIONS: 05-05-22 07-14-22 05-18-22 08-18-22 05-28-22 05-27-22 07-07-22	ENGINEERED TECHNICAL SOLUTIONS Site Design Erosion Control Ecological Utility 27330 Center Ridge Road Westlake, Ohio 44145 Phone: (440) 899-6880 www.engineeredtechnical.com

1. ALL ELEVATIONS REFERENCE IGLD 1985.
2. ALL SAND AND GRAVEL LOCATED BELOW THE PROPOSED FILL MATERIAL SHALL BE EXCAVATED AND SIDECAST INTO THE LITTORAL DRIFT IN LESS THAN THREE FEET OF WATER EITHER IMMEDIATELY EAST OR LAKEWARD OF THE PROJECT.
3. PER USAGE REQUIREMENTS 400 CUBIC YARDS OF SAND PREFILL MUST BE PLACED IN THE NEARSHORE AREA IN LESS THAN TREE FEET OF WATER WITHIN 15 DAYS OF THE INITIATION OF THE AUTHORIZED WORK. THE SAND PREFILL SHALL BE FROM AN OFF-SITE UPLAND SOURCE AND MEET THE GRADATION REQUIREMENTS IDENTIFIED BELOW WHICH CORRESPONDS TO D00T SPECIFICATION 703.02 THE UPLAND SOURCE SHALL BE COINTEGRATED WITH USAGE AGENT OF THIS OFFICE PRIOR TO PLACEMENT. WITHIN 15 DAYS OF THE PLACEMENT OF THE SAND PREFILL, THE PERMITTEE SHALL PROVIDE COLOR PHOTOGRAPHS AND CONTRACTOR RECEIPTS VERIFYING THE VOLUME OF SAND PREFILL AND ITS LOCATION ON PLAN SHEET TO CURRENT CHIEF, MONITORING AND ENFORCEMENT SECTION, U.S. ARMY CORPS OF ENGINEERS, 14207-3199 N. NIAGARA STREET, BUFFALO, NY

SIEVE SIZE	NO.	PERCENT PASSING
100		100
3/4 INCH	No. 4	80 to 100
	No. 8	60 to 100
	No. 16	35 to 85
	No. 30	10 to 70
	No. 50	0 to 35
	No. 100	0 to 10
	No. 200	0 to 2



DWG. NO.
EN-3
ISSUE:
PERMIT
NOT FOR CONSTRUCTION

DWG. TITLE:
PROP. SECTIONS
A-A'
B-B'

PROJECT:		REVISIONS:	
<u>DOGLIO PROJECT</u>	SCALE:	<u>1"=5'</u>	<u>05-05-22 07-14-22</u>
<u>727 CEDAR POINT ROAD</u>	DATE:	<u>09-02-22</u>	<u>05-18-22 08-18-22</u>
LOCATION	DRAWN BY:	<u>R.A.S.</u>	<u>05-28-22</u>
<u>SANDUSKY, OHIO 44870</u>	CHECKED BY:	<u>J.A.S.</u>	<u>08-27-22</u>
			<u>07-07-22</u>

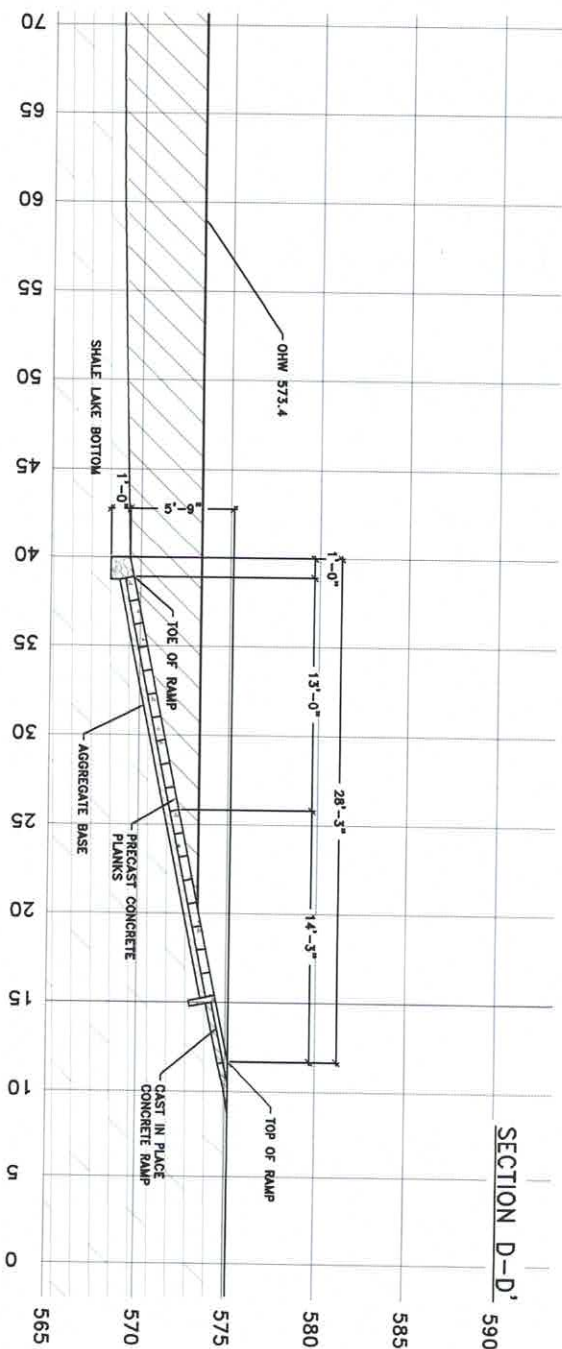
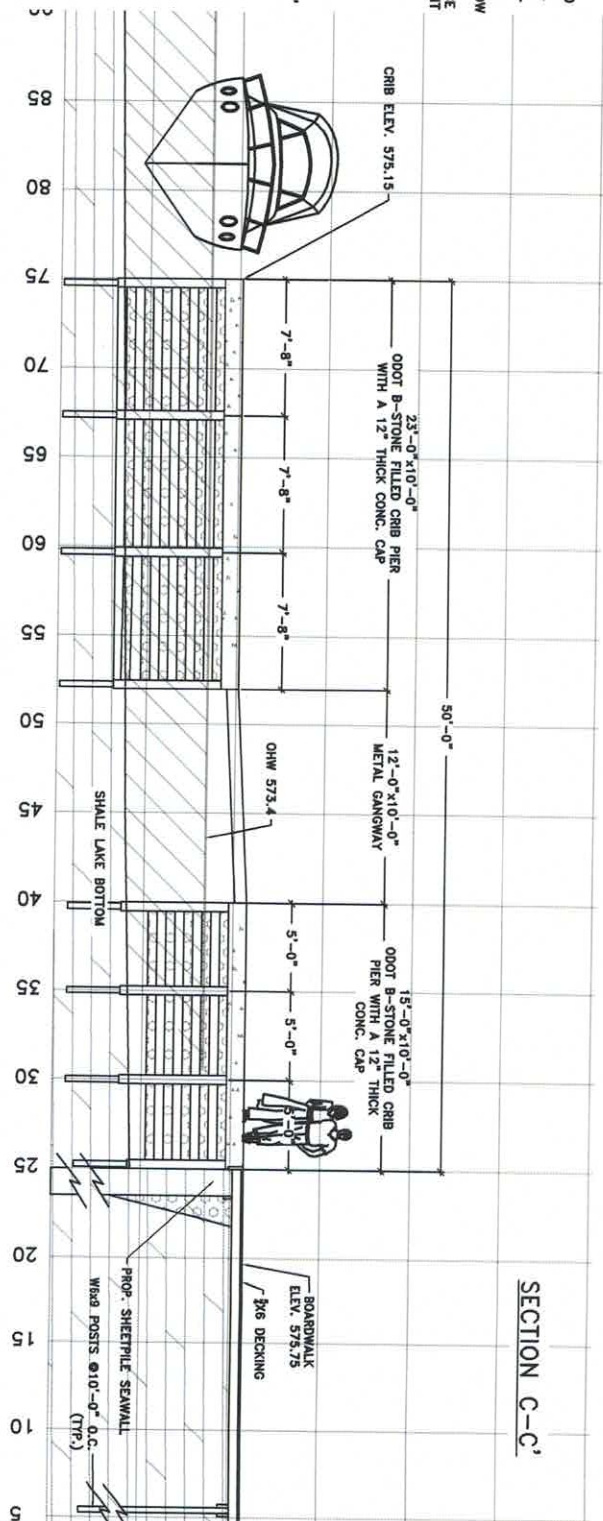


ENGINEERED TECHNICAL SOLUTIONS
 Site Design
 Erosion Control
 Ecological / Utility

27330 Center Ridge Road
 Westlake, Ohio 44145
 Phone: (440) 899-6880
www.etsinc.com

1. ALL ALLEGATIONS REFERENCE GOLD 1985.
2. ALL SAND AND GRAVEL LOCATED BELOW THE PROPOSED FILL MATERIAL SHALL BE EXCAVATED AND STOCKPIL AS SET FORTH IN THE UPLAND CONTRACT IN LESS THAN THREE FEET OF WALK OFF IN IMMEDIATELY EAST OR WESTWARD DIRECTION.
3. PER USACE REQUIREMENTS, 100 CYC YARDS OF SAND PERMIT MUST BE PLACED IN THE NEARSHORE AREA IN LESS THAN THREE FEET OF WATER WITHIN 15 DAYS OF THE INITIATION OF THE AUTHORIZED WORK. THE SAND PERMIT SHALL BE FROM AN OFF-SITE UPLAND SOURCE AND MEET THE GRADUATION REQUIREMENTS IDENTIFIED BELOW WHICH CORRESPONDS TO ODOT SPECIFICATION 703.02 THE UPLAND SOURCE SHALL BE COORDINATED WITH USACE AGENT OF THIS OFFICE PRIOR TO PLACEMENT. WITHIN 15 DAYS OF THE PLACEMENT OF THE SAND PERMIT, THE PERMITTEE SHALL PROVIDE COLOR PHOTOGRAPHS AND CONTRACTOR RECEIPTS VERIFYING THE VOLUME OF SAND PERMIT AND ITS LOCATION ON PLAN SHEET TO CURRENT LOCATION ON PLAN SHEET TO CURRENT LOCATION. MONITORING AND ENFORCEMENT SECTION, ARMY CORPS OF ENGINEERS, 1775 N. WYOMING AVE., BUFFALO, NY 14207-5199

SIEVE SIZE	TOTAL	PERCENT PASSING
No. 4	80 to 100	100
No. 8	60 to 100	
No. 16	35 to 85	
No. 30	10 to 70	
No. 50	0 to 35	
No. 100	0 to 10	
No. 200	0 to 2	



IF ANY ERRORS OR OMISSIONS APPEAR ON THE DRAWINGS THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER OR ENGINEER/ARCHITECT IN WRITING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION NOT INDICATED IN THE CONSTRUCTIONS. THE DRAWINGS ARE A GUIDE, ANY WORK SHALL BE FURNISHED, PERFORMED AND DONE AS IF THE SAME WERE INDICATED IN THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR SHALL NOTIFY ENGINEER/ARCHITECT IMMEDIATELY PRIOR TO CONSTRUCTION OF ANY CONFLICTS.

DWG. NO. EN-4
ISSUE: PERMIT
NOT FOR CONSTRUCTION

DWG. TITLE:
PROP. SECTIONS
C-C'
D-D'

PROJECT:
DOGLIO PROJECT
727 CEDAR POINT ROAD
LOCATION
SANDUSKY, OHIO 44870

SCALE: 1"=5'
DATE: 09-02-22
DRAWN BY: R.A.S.
CHECKED BY: J.A.S.

REVISIONS:

05-05-22	07-14-22
05-16-22	08-18-22
05-26-22	
05-27-22	
07-07-22	



ENGINEERED TECHNICAL SOLUTIONS
 Site Design
 Erosion Control
 Ecological · Utility

27330 Center Ridge Road
 Westlake, Ohio 44145
 Phone: (440) 898-6860



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.ci.sandusky.oh.us

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: November 28, 2022

Subject: Commission Agenda Item – Ohio EPA Annual Discharge Fee for the WWTP CY2022

ITEM FOR CONSIDERATION: Legislation authorizing payment to the Treasurer of the State of Ohio, on behalf of the Ohio EPA, for the annual discharge fee for the year 2022, for National Pollutant Discharge Elimination System (NPDES) Permit Number 2PF00001 for the City's Wastewater Treatment Plant (WWTP).

BACKGROUND INFORMATION: The Ohio EPA, through the NPDES, requires a permit for all Wastewater Treatment facilities discharging pollutants to a body of water within the State of Ohio to pay an annual discharge fee. Fees are determined by an average daily discharge flow of the following year and set by a flow chart from the Ohio EPA.

For the Calendar Year 2022, the City of Sandusky is required to pay a discharge fee for the operation of the Wastewater Treatment Plant of \$15,550.00 by January 31, 2023. The cost is in accordance with fees paid annually for many years prior to 2020 and 2021 when they were increased to \$25,900.00 due to an increase of average daily flow processed through the WWTP, resulting from high bay levels flowing back into the system through the outfalls.

BUDGETARY INFORMATION: The total amount of \$15,550.00 shall be paid with Sewer funds and has been appropriated in the O & M Budget for 2022.

ACTION REQUESTED: It is recommended that proper legislation be prepared for payment of the discharge fee to the Ohio EPA at an amount not to exceed \$15,550.00 and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City so funds can be expended from the O & M Budget for 2022.

I concur with this recommendation:

John Orzech
Interim City Manager

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



Mike DeWine, Governor
Jon Husted, Lt. Governor
Laurie A. Stevenson, Director

October 13, 2022

SANDUSKY STP
222 MEIGS ST
SANDUSKY, OH 44870

**2022 ANNUAL DISCHARGE FEE
PERMIT 2PF00001
INVOICE ATTACHED**

The 2022 Annual Discharge Fee (ADF), authorized by Ohio Revised Code (ORC) 3745-11, is due on January 30, 2023.

An invoice for the above referenced fee is attached, and payments can be made at this time. The annual discharge fee is based on the average volume of wastewater discharged by your facility during the previous year (2021) between May 1 and October 31. The fee schedule and average daily flow of your facility are provided below.

Please review the information carefully before submitting payment. If any information is incorrect, contact us at adf@epa.ohio.gov or (614) 644-2139. Inquiries regarding incorrect flows should include your permit number, a written explanation of the issue, and any relevant data from your electronic Discharge Monitoring Reports (eDMRs). Corrections to eDMRs must be done in the eDMR system with follow-up notification by email.

Facility Name:	SANDUSKY STP		
NPDES Permit No:	2PF00001	Base Fee:	\$15,550.00
Average Daily Flow:	17.07	Major Surcharge:	
(Design flow if new facility)		TOTAL FEE DUE:	\$15,550.00

INDUSTRIAL FACILITIES	
Flow (MGD)	Fee
>0.005 – 0.05	\$ 250
>0.05 – 0.25	\$ 1,200
>0.25 - 1	\$ 2,950
>1 - 5	\$ 5,850
>5 - 10	\$ 8,800
>10 - 20	\$ 11,700
>20 - 100	\$ 14,050
>100 - 250	\$ 16,400
>250	\$ 18,700
Major Surcharge	\$ 7,500

PUBLIC FACILITIES	
Flow (MGD)	Fee
>0.005 – 0.05	\$ 200
>0.05 – 0.1	\$ 500
>0.1 – 0.25	\$ 1,050
>0.25 - 1	\$ 2,600
>1 - 5	\$ 5,200
>5 - 10	\$ 10,350
>10 - 20	\$ 15,550
>20 - 50	\$ 25,900
>50 - 100	\$ 41,400
>100	\$ 62,100

GENERAL PERMIT HOLDERS	
OHS000004 OHV00003	Public Facilities Fee Schedule
OHN00005 OHB00002	Industrial Facilities Fee Schedule
OHW00004	Fixed Fee \$ 180.00



Mike DeWine, Governor
Jon Husted, Lt. Governor
Laurie A. Stevenson, Director

National Pollutant Discharge Elimination System 2022 ANNUAL DISCHARGE FEE INVOICE

Payment Due January 30, 2023

[For Wastewater, 2022; Pursuant to ORC 3745.11(L)]

SANDUSKY STP
222 MEIGS ST
SANDUSKY, OH 44870

Tuesday, October 11, 2022

Facility and Fee Basis

Facility Name:	SANDUSKY STP	Revenue ID:	1517625
NPDES Permit No.:	2PF00001	Base Fee:	\$15,550.00
Average Daily Flow	17.07	Major Surcharge:	
(Design flow if new facility)			
Late charge of 10% assessed if not paid by January 30, 2023.		TOTAL FEE DUE:	\$15,550.00

Questions or change of address, please email adf@epa.ohio.gov BEFORE you make a payment.

Online Payment (Preferred)

For online credit card or ACH payment, go to
ebiz.epa.ohio.gov

Login or create an account to make payment.

For online payment guidance, go to
epa.ohio.gov/Portals/43/eBusiness_onlinePay.pdf

Payment by Check

Write the RevenueID and Permit No. on the check.

Make check payable to:

"Treasurer, State of Ohio"

Mail check to:

Ohio EPA

PO Box 77005

Cleveland, OH 44194-7005

CUT OFF THIS STUB AND MAIL IT WITH YOUR CHECK. DO NOT MAIL TOP PORTION.

NPDES Annual Discharge Fee Office Use Only

Facility: SANDUSKY STP
NPDES Permit No 2PF00001

Pay to: Treasurer, State of Ohio.

Please write the RevenueID and Permit Number on your check.

Please send this stub with your check. DO NOT SEND LETTERS OR OTHER FORMS

Ohio EPA
PO Box 77005
Cleveland, OH 44194-7005

Due Date	01/30/2023
Revenue ID:	1517625
Transaction ID:	000000000
Type Code:	AFNAP
TOTAL FEE DUE:	\$15,550.00

1517625 0001555000 AFNAP 000000000 1

CERTIFICATE OF FUNDS

In the Matter of: WWTP Ohio EPA Annual discharge Fee

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

Account #613-5420-53000

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO MAKE PAYMENT TO THE STATE OF OHIO ENVIRONMENTAL PROTECTION AGENCY FOR THE ANNUAL DISCHARGE FEE FOR NPDES PERMIT NUMBER 2PF00001 FOR THE WASTEWATER TREATMENT PLANT FOR THE CY 2022; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Ohio Revised Code Section 3745.11(L) requires that an NPDES permit holder that is a public discharger pay a fee as specified in the statute based upon an average daily discharge flow and the City's flow and the corresponding fee is delineated on the notification received from the Ohio Environmental Protection Agency; and

WHEREAS, the total cost for the annual discharge fee for calendar year 2022 is \$15,550.00 and will be paid with Sewer Funds which have been appropriated in the budget for 2022; 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 the Ohio Environmental Protection Agency for the annual discharge fee for the Wastewater Treatment Plant for the CY 2022 with funds budgeted for 2022; and

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

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

Section 1. This City Commission hereby authorizes and directs the Finance Director to make payment to the Treasurer of the State of Ohio as required by the Ohio Environmental Protection Agency in an amount **not to exceed** Fifteen Thousand Five Hundred Fifty and 00/100 Dollars (\$15,550.00) for the annual discharge fee for NPDES Permit Number 2PF00001 for the Wastewater Treatment Plant for the CY 2022.

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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

Big Island Water Works

240 Columbus Avenue

Sandusky, Ohio 44870

419.627.5829

www.ci.sandusky.oh.us

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: November 28, 2022

Subject: **Commission Agenda Item – Ohio EPA License to Operate Fee for BIWW CY 2023**

ITEM FOR CONSIDERATION: Legislation authorizing payment to the Ohio EPA for the annual licensing fee to operate Big Island Water Works for the calendar year 2023.

BACKGROUND INFORMATION: In accordance with Ohio Law (Ohio Revised Code 6109.21), public water systems in Ohio must obtain a License to Operate from the Director of the Ohio Environmental Protection Agency (Ohio EPA). Fees are determined by the number of service connections within the City and fee schedule set by Ohio EPA.

For calendar year 2023, the City of Sandusky is required to pay a license renewal fee for Big Island Water Works in the amount of \$12,180.00. The fee has remained unchanged since 2014.

BUDGETARY INFORMATION: The total amount of \$12,180.00 shall be paid with Water funds and has been appropriated in the O & M Budget for 2022.

ACTION REQUESTED: It is recommended that the proposed payment of the license to operate fee with the Ohio EPA be approved and the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to expend funds appropriated in the O & M budget for 2022 and to make payment prior to the December 31, 2022 due date.

I concur with this recommendation:

John Orzech
Interim City Manager

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

- NO PERSON SHALL OPERATE OR MAINTAIN A PUBLIC WATER SYSTEM IN THE STATE OF OHIO WITHOUT A PUBLIC WATER SYSTEM LICENSE.
- A LICENSE HOLDER THAT PROPOSES TO CONTINUE OPERATING A PUBLIC WATER SYSTEM FOR WHICH THE LICENSE WAS ISSUED SHALL RETURN A COMPLETED APPLICATION AND APPROPRIATE FEE TO THE DIRECTOR AT LEAST 30 DAYS PRIOR TO THE EXPIRATION DATE OF THE CURRENT LICENSE.
- IF THERE ARE ANY CHANGES TO THE OWNER NAME, ADDRESS, OR WATER SYSTEM INFORMATION CONTAINED ON THIS APPLICATION, CONTACT YOUR LOCAL OHIO EPA DISTRICT OFFICE.
- THIS IS THE ONLY INVOICE YOUR WATER SYSTEM WILL RECEIVE.

SANDUSKY CITY
240 COLUMBUS AVE.
SANDUSKY, OH 44870

FOLLOW THESE
IMPORTANT STEPS IN
COMPLETING THIS
APPLICATION

WATER SYSTEM INFORMATION	
Name:	SANDUSKY CITY
PWS ID:	OH2201411
System Type :	COMMUNITY
Number of Service Connections:	10500
Surface Water Source:	Yes

FEES FOR YEAR 2023	TOTAL
Based on the water system information taken from above, the fee owed by your water system is shown in the total column.	
Attached is a handout that indicates how this information was used to determine your fee and examples of how the fee is calculated for each type of water system.	Pay this amount: <u>\$12,180.00</u>

1	CONFIRM THE WATER SYSTEM INFORMATION... Such as System Name, System Type, Mailing Address, and Fee Amount. IF THIS INFORMATION IS INCORRECT CONTACT NORTHWEST DISTRICT OFFICE - DDAGW at 419-352-8461
2	SIGN... IMPORTANT Application MUST be signed and dated in the designated area below.
3	PAY FEES... Please pay the required fee by check, money order or credit card. - Make check or money order payable to: TREASURER STATE OF OHIO - For Information on paying by Credit Card go to http://epa.ohio.gov/
4	RETURN APPLICATION PROMPTLY... Return the signed application along with the appropriate fee by the DUE DATE listed below.

DETACH THIS STUB AND INCLUDE WITH YOUR PAYMENT. RETAIN THE TOP PORTION FOR YOUR RECORDS.

DDAGW PW- Public Water System License to Operate (LFCWS)

PWS NAME: SANDUSKY CITY

PWS ID: OH2201411

Contact NAME: SANDUSKY CITY

SIGNATURE OF OWNER _____

DATE _____

Pay to: **Treasurer, State of Ohio.** Please write the **Revenue ID** on your check.
This is a lockbox. Please do not send other correspondence to this address.

Ohio EPA
PO BOX 77005
Cleveland, OH 44194-7005

Due Date:	12/31/2022
Revenue ID:	1536564
Amount Due:	\$12,180.00
Type Code:	LFCWS
Transaction ID:	

CERTIFICATE OF FUNDS

In the Matter of: 2023 Ohio EPA License to Operate

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

Account #612-5230-53000

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO MAKE PAYMENT TO THE STATE OF OHIO ENVIRONMENTAL PROTECTION AGENCY FOR THE RENEWAL OF THE LICENSE TO OPERATE A PUBLIC WATER SYSTEM FOR THE CALENDAR YEAR 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the City of Sandusky as an operator of a public water system is required to pay a licensing fee on an annual basis to the Ohio Environmental Protection Agency pursuant to Ohio Revised Code §6109.21; and

WHEREAS, the total cost for the annual licensing fee for calendar year 2023 is \$12,180.00 and will be paid with Water Funds which have been appropriated in the Operation & Maintenance (O&M) budget for 2022; 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 expend the funds appropriated in the 2022 budget and to make payment for the annual licensing fee to operate a public water system prior to the due date of December 31, 2022; and

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

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

Section 1. This City Commission hereby authorizes and directs the Finance Director to make payment to the Treasurer of the State of Ohio as required by the Ohio Environmental Protection Agency in an amount **not to exceed** Twelve Thousand One Hundred Eighty and 00/100 Dollars (\$12,180.00) for the renewal of the license to operate a public water system for the calendar year 2023.

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.

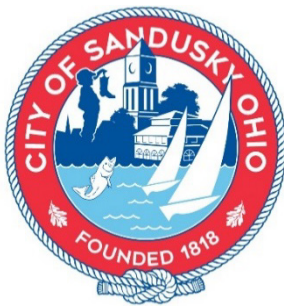
Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Joshua R. Snyder, P.E., Public Works Engineer

Date: November 28, 2022

Subject: **Commission Agenda Item - Change Order 1 & Final, 2022 CDBG Street Rehabilitation Project**

ITEM FOR CONSIDERATION: Requesting legislation for approval of Change Order 1 and Final for the 2022 CDBG Street Rehabilitation Project.

BACKGROUND INFORMATION: Legislation was unanimously passed at the July 25, 2022 city commission meeting awarding a construction contract to Precision Paving Inc. of Milan, OH per Ordinance 22-140 in the amount of \$207,827. This project provided for the rehabilitation of 9 City blocks, or .8 miles of City streets.

Change Order No. 1 and Final, an increase in the amount of \$4,526.62, represents final quantities installed in the field by the contractor. The largest overage was the additional milling and asphalt material used on Wamajo Dr., Mellville St. and Milne St., which were discovered to be very thin asphalt buildups to begin with.

Staff felt it was prudent to add additional asphalt material to all three streets and to mill additionally on Wamajo to address the extent of deteriorated areas along it. These decisions and ultimately the additional work there will result in greater longevity than had the normal course of milling and paving taken place.

BUDGETARY INFORMATION: Change Order 1 and Final is an increase of \$4,526.62, which will revise the original contract amount of \$207,827.00 to \$212,353.62, with this full amount coming out of the Community Development Block Grant (CDBG) fund.

ACTION REQUESTED: It is requested that legislation be prepared to allow for the approval of Change Order 1 and Final to the contract with Precision Paving, Inc. of Milan, OH, for the 2022 CDBG Street Rehabilitation project in the amount of \$4,526.62. 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:

John Orzech
Interim City Manager

Aaron Klein, P.E.
Director

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

11-23-22

CHANGE ORDER #1 & FINAL

Line Number	Item Number	Description	Quantity	Units	Unit Bid Price	Total Bid Price	Pay App #2	Pay App #1	Total Quantity	Difference	Current Price	Total Price
1	SPEC	BONDING/INS.	1.00	LS	\$5,000.00	\$5,000.00		1.00	1.00	0.00	\$0.00	\$5,000.00
2	624	MOBILIZATION	1.00	LS	\$5,000.00	\$5,000.00		1.00	1.00	0.00	\$0.00	\$5,000.00
3	254	PAVEMENT PLANING @ 55%	5,235.00	SY	\$5.00	\$26,175.00		6,703.22	6,703.22	1,468.22	\$0.00	\$33,516.10
4	441	448 ASPHALTIC CONCRETE - 1.5"	397.00	CY	\$200.00	\$79,400.00		469.35	469.35	72.35	\$0.00	\$93,870.00
5	407	TACK	952.00	GAL	\$2.50	\$2,380.00	-231.40	1,161.65	930.25	-21.75	(\$578.50)	\$2,325.63
6	611	MH/CB ADJUST	20.00	EACH	\$1,100.00	\$22,000.00		12.00	12.00	-8.00	\$0.00	\$13,200.00
7	611	MH/CB STRUCTURES	1.00	AL	\$18,500.00	\$18,500.00		0.704	0.70	-0.30	\$0.00	\$13,694.98
8	611	WMH/WW LID STEEL	1.00	AL	\$8,500.00	\$8,500.00		0.444	0.44	-0.56	\$0.00	\$3,771.47
9	611	MB/WW ADJUST	20.00	EACH	\$225.00	\$4,500.00	-1.00	4.00	3.00	-17.00	(\$225.00)	\$675.00
10	251	PARTIAL DEPTH (<3") REPAIR (~4%)	381.00	SY	\$12.00	\$4,572.00		2,843.67	2,843.67	2,462.67	\$0.00	\$34,124.04
11	253	FULL DEPTH (>3") REPAIR (~2%)	190.00	SY	\$30.00	\$5,700.00			0.00	-190.00	\$0.00	\$0.00
12	705.04	CRACK SEALER	500.00	LF	\$2.25	\$1,125.00		500.00	500.00	0.00	\$0.00	\$1,125.00
13	614	MAINTENANCE OF TRAFFIC	1.00	LS	\$5,000.00	\$5,000.00	0.856	0.144	1.00	0.00	\$4,278.72	\$5,000.00
14	644	CENTERLINE MARKINGS	1.00	MILE	\$7,500.00	\$7,500.00			0.00	-1.00	\$0.00	\$0.00
15	644	STOP/X-WALK 12" MARKINGS	700.00	LF	\$5.25	\$3,675.00			0.00	-700.00	\$0.00	\$0.00
16	SPEC 1	BITUMINOUS TREATED STABILIZED AGGREGATE BERM	25.00	CY	\$140.00	\$3,500.00	7.51		7.51	-17.49	\$1,051.40	\$1,051.40
17	SPEC 2	CONTINGENCY	1.00	LS	\$5,300.00	\$5,300.00			0.00	-1.00	\$0.00	\$0.00
						Base Bid Price:	\$207,827.00					
							\$4,526.62					

CONTRACTUAL AMOUNT \$207,827.00
CHANGE ORDER INCREASE: \$4,526.62

102.18%

I CONCUR:

Precision Paving, Inc. MMSB

PRECISION PAVING

CITY OF SANDUSKY

CERTIFICATE OF FUNDS

In the Matter of: CDBG Street Rehab -Final Change Order

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

Account #241-4447-53000

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY PRECISION PAVING, INC. OF MILAN, OHIO, FOR THE 2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) STREET REHABILITATION PROJECT IN THE AMOUNT OF \$4,526.62; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the 2022 Community Development Block Grant (CDBG) Rehabilitation Project involved the rehabilitation of nine (9) of the worst “qualifying” asphalt street segments in the City based upon Staff observations and feedback, complaints received, other planned work, and the updated TransMap survey and provided resurfacing with a thin asphalt overlay of many of the worst asphalt street segments in the City, totaling 0.82 tenths of a mile of road; and

WHEREAS, this City Commission declared the necessity to proceed with the 2022 Community Development Block Grant (CDBG) Rehabilitation Project by Resolution No. 032-22R, passed on May 9, 2022; and

WHEREAS, the City Commission approved the awarding of the contract to Precision Paving, Inc. of Milan, Ohio, for work to be performed for the 2022 Community Development Block Grant (CDBG) Rehabilitation Project by Ordinance No. 22-140, passed on July 25, 2022; and

WHEREAS, this First & Final Change Order reflects the actual work performed and the actual quantities used in the field by the contractor as additional milling and asphalt material was used on Wamajo Drive, Mellville Street, and Milne Street, which were discovered to be made up of very thin asphalt buildups; and

WHEREAS, the original contract with Precision Paving, Inc. of Milan, Ohio, was \$207,827.00, and with the addition of this First & Final Change Order in the amount of \$4,526.62 the final contract cost is \$212,353.62 and will be paid with Community Development Block Grant (CDBG) 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 payment to the contractor for work already performed and items already installed in the field 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 2022 Community Development Block Grant (CDBG) Street Rehabilitation Project in an amount **not to exceed** Four Thousand Five Hundred Twenty Six and 62/100 Dollars (\$4,526.62) resulting in the final contract cost of Two Hundred Twelve Thousand Three Hundred Fifty Three and 62/100 Dollars (\$212,353.62) with Precision Paving, Inc. of Milan, 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.

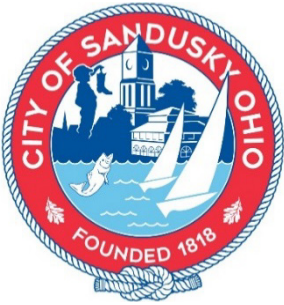
Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager
From: Joshua R. Snyder, Public Works Engineer
Date: November 28, 2022
Subject: Commission Agenda Item – Permanent Utility Easement over Jackson St. parking lot

Items for Consideration: Legislation authorizing the City Manager to grant a permanent utility easement to Buckeye Broadband Co.

Background Information: In order for the State Theater Expansion project to progress, re-location of utilities are involved. In this instance, Buckeye Broadband needs to route cable service coming from Water Street in a 10' swath, extending approximately 150' to an existing public alley. This land runs Southerly from, and perpendicular to Water Street into the Jackson Street Parking Lot, overlapping parcel number 56-64003.000 and part of parcel number 56-64004.000. See attached Exhibits A and B.

This specific location does not restrict or prohibit future planned projects on or near the site, as this specified area would be required to stay as "open space" for Fire access to the rear of the theater, once expanded. "Exhibit B" is a map indicating the exact location of the easement area desired by Buckeye.

If approved, it is anticipated that these easement documents will be signed and recorded in December. Upon recording of this easement, Buckeye will plan and construct their facilities as needed in this area.

Budgetary Information: The cost of preparing the legal description for this and the recording of this easement will be borne by Buckeye Broadband.

Action Requested: It is requested that the proper legislation be prepared to allow the City to grant a permanent utility easement to Buckeye Broadband Co. within the Jackson Street parking lot. Approval at this time will keep their project on-schedule. It is further requested that this legislation be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order for the easement agreement to be immediately executed and recorded prior to any construction on the property.

I concur with this recommendation:

John Orzech
Interim City Manager

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

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO GRANT A PERMANENT UTILITY EASEMENT TO BUCKEYE CABLEVISION, INC. D.B.A. BUCKEYE BROADBAND ON CITY PROPERTY CURRENTLY UTILIZED AS PUBLIC PARKING AT THE JACKSON STREET PARKING LOT, SANDUSKY; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, a permanent utility easement has been requested by Buckeye Cablevision, Inc. d.b.a. Buckeye Broadband on City property currently utilized as public parking at the Jackson Street Parking Lot, to construct, install, inspect, maintain, repair, enlarge, reconstruct and/or replace telecommunications transmission lines, cables, power nodes, conduits, markers, signs, and related equipment facilities; and

WHEREAS, in order for the State Theatre Expansion Project to progress, it is necessary to re-locate cable service from Water Street in a 10 foot strip, extending approximately 150 feet to an existing public alley and running southerly from, and perpendicular to Water Street into the Jackson Street Parking Lot; and

WHEREAS, the proposed Easement and Right of Way Agreement, a copy of which is attached and marked Exhibit "1", grants Buckeye Cablevision, Inc. d.b.a. Buckeye Broadband permission to construct, install, inspect, maintain, repair, enlarge, reconstruct and/or replace telecommunications transmission lines, cables, power nodes, conduits, markers, signs, and related equipment facilities on City property, more specifically described in Exhibit "A", and attached to the Easement and Right of Way Agreement; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order for the easement agreement to be immediately executed and recorded prior to any construction on the property; and

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

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

Section 1. This City Commission authorizes and directs the City Manager to execute the Easement and Right of Way agreement on behalf of the City grant to Buckeye Cablevision, inc. d.b.a. Buckeye Broadband, an Ohio corporation, and its

affiliates, including Buckeye TeleSystem Inc., for the purpose to construct, install, inspect, maintain, repair, enlarge, reconstruct and/or replace telecommunications transmission lines, cables, power nodes, conduits, markers, signs and related equipment facilities, substantially in the same forms as attached to this Ordinance, marked Exhibits “1” and “A” and are specifically incorporated if fully rewritten herein, together with any revisions or additions as are approved by the Law Director as not being substantially adverse to the City and consistent with carrying out the City’s public purpose.

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 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

EASEMENT AND RIGHT OF WAY

KNOW ALL MEN BY THESE PRESENTS, that City of Sandusky, whose mailing address is 222 Meigs St., Sandusky, OH 44870 ("Grantor"), is the owner of the real property located described on Exhibit A, attached hereto (the "Property") and that for \$1.00 and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor does hereby grant to Buckeye Cablevision, Inc. DBA Buckeye Broadband, an Ohio corporation whose address is 2700 Oregon Road, Northwood, Ohio 43619, and its affiliates, including Buckeye TeleSystem, Inc. (collectively, the "Grantee"), a perpetual, nonexclusive easement upon and through the portion of Grantor's Property which is described on Exhibit B, attached hereto, to construct, install, inspect, maintain, repair, enlarge, reconstruct and/or replace telecommunications transmission lines, cables, power nodes, conduits, markers, signs and related equipment and facilities (collectively, the "facilities");

TOGETHER WITH the right of ingress and egress over Grantor's real property adjoining the Easement and through the Property for the purposes stated herein.

TO HAVE AND TO HOLD the Easement and rights hereby granted unto Grantee, and its successors and assigns. The Easement and rights hereby granted shall run with the land.

By acceptance hereof, Grantee acknowledges that the Easement and rights hereby granted are subject to the following conditions:

1. Prior to any installation, Grantee will submit a plan to the Grantor specifying the location and method of installation;
2. Grantee shall obtain and pay for all building permits, or other required governmental licenses or permits, necessary for its facilities;
3. Grantee will install its facilities in such a manner as to not unreasonably interrupt the Property's normal operations. Grantee will repair any and all damage that it causes to the Property, to as good or better condition than existed immediately prior to the time of damage;

4. Grantee may remove its facilities and equipment by providing advance notice to Grantor and coordinating the removal in a manner reasonably satisfactory to Grantor; provided that Grantee shall repair any and all damage done to the Property during the removal; and,
5. Either party may transfer or assign this Easement in full, or assign it as collateral, and Grantor hereby consents to Grantee's collateral assignment hereof to any affiliate of or successor of Grantee.

Grantor, by its signature below, represents and warrants that it has full legal authority to grant the rights provided herein.

EXECUTED this _____ day of _____, 2022.

Witness to Grantor:

Grantor: City of Sandusky

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Printed Name: _____

STATE OF _____)

COUNTY OF _____) SS:

)

Before me, a Notary Public in and for said County and State, personally appeared _____ of
City of Sandusky who acknowledged signing the foregoing instrument as an authorized representative
of the Grantor, and that the same is the free act and deed of Grantor.

IN TESTIMONY WHEREOF, I hereunto set my hand and official seal at Ohio,
this _____ day of _____, 2022.

Notary Public

Witness to Grantee:

Printed Name _____

Printed Name _____

Grantee: Buckeye Cablevision, Inc. DBA
Buckeye Broadband and its affiliates,
including Buckeye TeleSystem, Inc.

By: _____

Printed Name: Geoff Shook

Title: President & General Manager

STATE OF OHIO)

)SS:
COUNTY OF WOOD)

EXHIBIT "1"

Before me, a Notary Public in and for said County and State, personally appeared Geoff Shook, President & General Manager who acknowledged signing the foregoing instrument on behalf of the Grantee, Buckeye Cablevision, Inc. DBA Buckeye Broadband, and its affiliates, including Buckeye TeleSystem, Inc., and that the same is the free act and deed of Buckeye Cablevision, Inc.

IN TESTIMONY WHEREOF, I hereunto set my hand and official seal at Ohio, this _____ day of _____, 2022.

Notary Public

This Instrument Prepared By:

Buckeye Cablevision, Inc.

2700 Oregon Road,
Northwood, Ohio 43619

EXHIBIT A

PARCEL 1:

SITUATED IN THE CITY OF SANDUSKY, COUNTY OF ERIE, STATE OF OHIO & BEING A PART OF LOT NUMBER 40, WATER STREET, IN THE FIRST WARD OF SAID CITY, ERIE COUNTY, OHIO & MORE FULLY DESCRIBED BELOW:

BEING THE WESTERLY ONE-HALF (1/2) OF LOT NUMBER FORTY (40) ON WATER STREET.

40 - WATER ST WEST 1/2

TD Parcel Number: 56-64004.000

PARCEL 2:

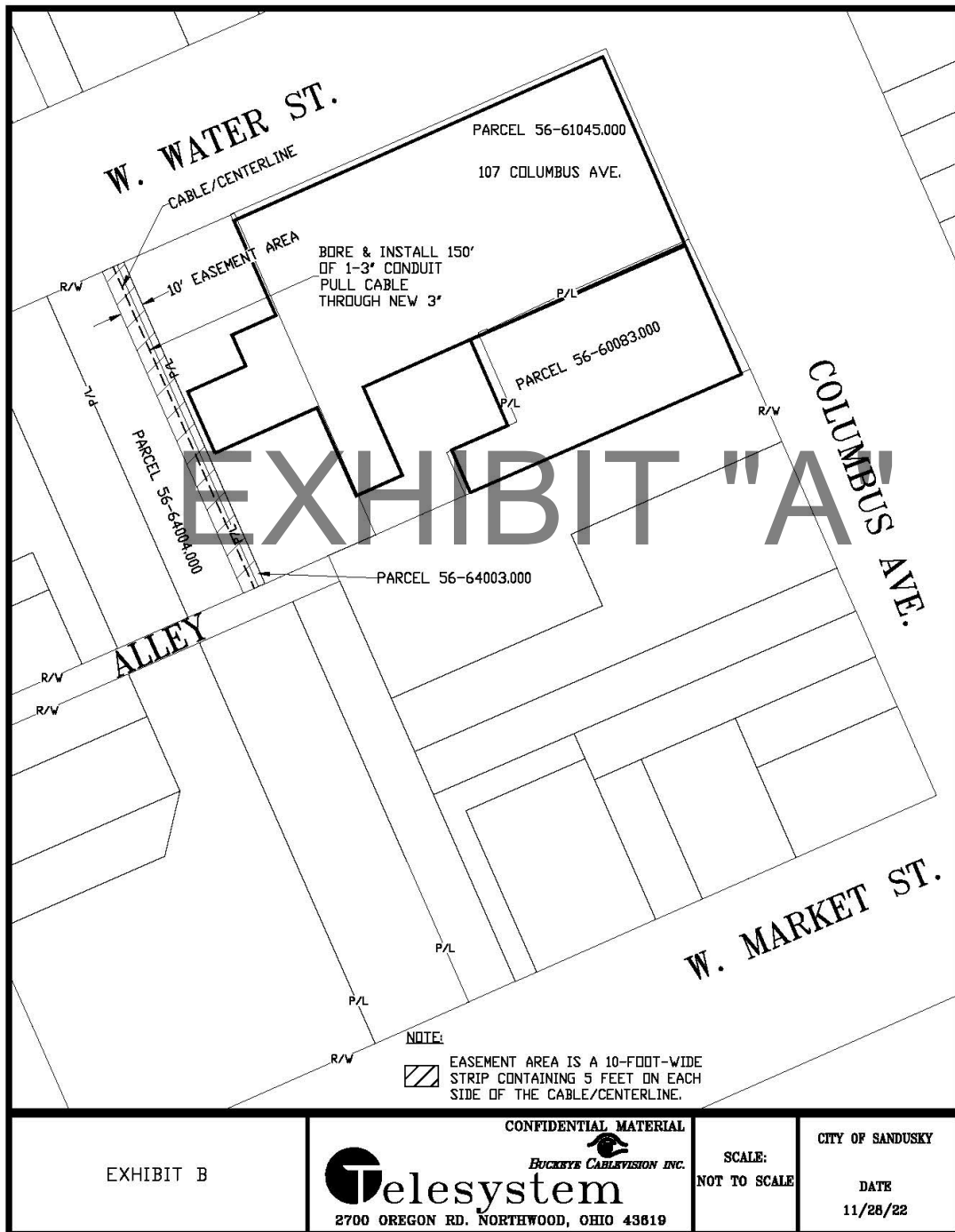
EXHIBIT "A"

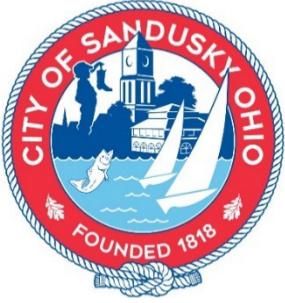
SITUATED IN THE CITY OF SANDUSKY, COUNTY OF ERIE, STATE OF OHIO & BEING A PART OF LOT NUMBER 40, WATER STREET, IN THE FIRST WARD OF SAID CITY, ERIE COUNTY, OHIO & MORE FULLY DESCRIBED BELOW:

BEING THE WESTERLY ONE-HALF (1/2) OF EASTERLY ONE-HALF (1/2) OF LOT NUMBER FORTY (40) ON WATER STREET.

40 WATER ST W 1/2 OF E 1/2

TD Parcel Number: 56-64003.000





FINANCE DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5776
www.cityofsandusky.com

TO: John Orzech, Interim City Manager

FROM: Michelle Reeder, Finance Director

DATE: November 30, 2022

RE: Commission Agenda Item

ITEM FOR CONSIDERATION:

An agreement with Energy Harbor, LLC for services related to electric service for the city's streetlight account. The service address on the Ohio Edison bill is Street Lights SL-100.

BUDGETARY INFORMATION:

The City is currently taking service under Ohio Edison Company's Efficiency Safety Incentive Program (ESIP) for streetlighting service and until recently, the program required customers to receive retail generation service from Ohio Edison. As of September, 2022, customers may elect to shop for retail generation service with a certified supplier while remaining in the ESIP.

Buckeye Energy Brokers, Inc., provides services to the City for procuring electric from energy wholesalers and suppliers and is recommending the City enter into an agreement with Energy Harbor, LLC for electric services for the City's streetlight account.

There would be an estimated savings of 48% for these electric accounts compared to the future estimated Ohio Edison rate. The annual savings is about \$127,583 and the savings over 55 months is estimated to be \$584,755. The proposed fixed rate with Energy Harbor at this time is estimated at 6.24 cents/kWh. These savings are based on usage of 2,214,982 kilowatt-hours per year.

ACTION REQUESTED:

It is recommended that the City Commission approve an ordinance authorizing the City Manager to execute an agreement with Energy Harbor under suspension of the rules in accordance with Section 14 of the City Charter in order to execute the agreement and maximize this savings opportunity by locking in the rates.

John Orzech, Interim City Manager

Michelle Reeder, Finance Director

CC: Brendan Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Electric Street Lighting Agreement

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

Account #110-1610-53421

By: Michelle Reeder

Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE APPROVING A PRICING ATTACHMENT AGREEMENT TO THE CUSTOMER SUPPLY AGREEMENT WITH ENERGY HARBOR LLC, FORMERLY KNOWN AS FIRSTENERGY SOLUTIONS CORP., OF AKRON, OHIO, FOR ELECTRIC SERVICE FOR THE CITY'S STREET LIGHT ACCOUNT LOCATED IN THE CITY OF SANDUSKY FOR THE PERIOD OF MAY 2023 TO DECEMBER 2027; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the City is currently taking service under Ohio Edison Company's Efficiency Safety Incentive Program (ESIP) for streetlighting service and under this program, customers are required to receive retail generation service from Ohio Edison; and

WHEREAS, the City was recently notified that ESIP customers may now elect to shop for retail generation service with a certified supplier while remaining in the ESIP; and

WHEREAS, the City Commission approved a Customer Supply Agreement with FirstEnergy Solutions Corp. along with a Pricing Attachment agreement for electric service for the City's largest accounts by Ordinance No. 18-106, passed on May 29, 2018; and

WHEREAS, Buckeye Energy Brokers, Inc. provides services to the City for procuring electric from energy wholesalers and suppliers and is recommending the City approve a Pricing Attachment agreement to the Customer Supply Agreement with Energy Harbor LLC (formerly known as FirstEnergy Solutions Corp.) for electric service for the City's Street Light account for the period of May 2023 to December 2027 and at this time is estimated at 6.24 cents/kWh; and

WHEREAS, based on usage of 2,214,982 kWh's per year, the estimated savings is 48% compared to the future estimated Ohio Edison rate, providing an annual savings at approximately \$127,583.00 and estimated to be \$584,755.00 over the fifty-five (55) months of the agreement; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to execute the Pricing Attachment agreement and maximize this savings opportunity by locking in the rate; 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 of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

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

Section 1. This City Commission hereby approves the Pricing Attachment agreement to the Customer Supply Agreement with Energy Harbor LLC (formerly known as FirstEnergy Solutions Corp.) for electric service for the City's Street Light Account for the period of May 2023 to December 2027, substantially in the same form as Exhibit "1", a copy of which is attached to this Ordinance and is specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being adverse to the City and as being consistent with carrying out the terms of this Ordinance, and authorizes and directs the City Manager to execute the Pricing Attachment agreement between the City of Sandusky and Energy Harbor LLC on behalf of the City 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

Pricing Attachment

This Pricing Attachment is entered into on this ____ day of November, 2022 by and between **Energy Harbor LLC**, a Delaware Limited Liability Company with its principal office location in Akron, Ohio (“Supplier”), and **City of Sandusky**, a customer with its principal office located in Sandusky, OH (“Customer”) and is hereby incorporated into the Customer Supply Agreement (“Agreement”) dated 15th day of May, 2018 (“Effective Date”). Supplier and Customer are referred to individually as “Party” and collectively as the “Parties.”

Customer Name: City of Sandusky

Billing Address: 240 Columbus Ave / Sandusky OH 44870-2835

Customer hereby acknowledges that it will be receiving Consolidated Billing from the Electric Utility.

- 1.0 All applicable taxes shall be listed separately on the monthly invoice if required by state and local tax law. Taxes may be altered periodically in accordance with state and local requirements.
- 2.0 Price: For the billing months listed on this Pricing Attachment, all kilowatt-hours (“kWh”) of electric energy metered by the Electric Utility at the Service Address listed hereto shall be billed at the rate per kWh specified.
- 3.0 Enrollment Chart:

Service Address	Electric Utility Account Number	Electric Utility	Electric Utility Rate Code	Interval Meter (Yes or No)	*FCM mm/yy	End Month mm/yy	Sample Meter Read Date / Billing Cycle	Pricing cents / kWh**
Street Lights SL-100	08007809380000583866	OE	SL	No	05/23	12/27	2022-12-17	6.24

* First Commencement Month (“FCM”)

** By execution of this Pricing Attachment, Customer acknowledges that above Pricing includes a fee for an agent acting on Customer’s behalf. This fee will be paid directly by Supplier to the agent. Customer understands that the agent is not a representative of Supplier.

- 4.0 Pricing Attachment will automatically renew on a month to month basis until terminated by either Party on 30 days' prior written notice at a price per kWh as determined by Supplier on a monthly basis that will include the then current market based price for energy plus all other costs, charges, fees, and taxes.
- 5.0 Irrespective of any terms to the contrary contained in the Agreement, the following revisions apply. The paragraph below shall replace Paragraph 31 of the Agreement in its entirety. Paragraph 32 of the Agreement is intentionally omitted.

Effect of Regulatory Action:

31. In the event that any change in any statute, rule, regulation, order, law, tariff, or operating procedure promulgated or established by any court, governmental authority, utility, Independent System Operator (“ISO”), Regional Transmission Organization (“RTO”) or other service provider, alters to the detriment of Supplier its costs to perform under this Agreement, Supplier may pass through to Customer such costs or revise the pricing under this Agreement to eliminate the impact of such changes. Before any such pass through or price revision, Supplier shall provide notice to Customer of the changes and the date upon which such pass through or revised pricing shall be effective. Customer shall pay the pass-through costs or revised price described in such notice, and all other terms and conditions of this Agreement shall remain in full force and effect.

32. Intentionally omitted.

All terms and conditions of the Agreement shall remain in full force and effect unless specifically stated otherwise herein.

IN WITNESS WHEREOF, both Parties hereto have caused this Pricing Attachment to be executed and represent that the persons whose signatures appear below are duly authorized to sign the same.

Energy Harbor LLC
(Both Energy Harbor Signatures Required)

City of Sandusky

By: _____

By: _____

Print: _____

Print: _____

Title: _____

Title: _____

Date: _____

Date: _____

Energy Harbor LLC Contracts: _____ Date: _____

EXHIBIT "1"

Contact Information Form

This Form of Notice for the Customer Supply Agreement between **Energy Harbor LLC** (“Supplier”) and City of Sandusky (“Customer”) is effective until the Customer Supply Agreement is terminated. Customer should contact the applicable Electric Utility to report a service outage or downed wire or other emergency situation. Should any of the Customer-provided information on this Form of Notice change, Customer must notify Supplier of such change.

Supplier: All Formal Notices	Customer: All Formal Notices
	City of Sandusky
Legal Department	Attention: Michelle Reeder
168 East Market Street	Address: 240 Columbus Ave
Akron, Ohio 44308	Sandusky, OH 44870-2835
	Telephone: 419-627-5776
Email: giannanr@energyharbor.com	FAX:
	Email: mreeder@ci.sandusky.oh.us
Supplier Sales Representative	Customer's Representative
A. Doug Zinno	City of Sandusky
Energy Harbor LLC	Attention:
168 East Market Street	Address:
Akron, Ohio 44308	
Telephone: +1 (330) 690-6433	Telephone:
FAX:	FAX:
Email: dzinno@energyharbor.com	Email:
Supplier Accounting Representative	Customer's Accounting Representative (optional)
Energy Harbor LLC	City of Sandusky
Attention: Accounting Department	Attention:
168 East Market Street	Address:
Akron, Ohio 44308	
Telephone: 1- 888-254-6359	Telephone:
FAX: (330) 436-1903	FAX:
Email:	Email:
Electric Utility Service Numbers:	Emergency: Other:
Ohio Edison	(800) 544-4877 (800) 633-4766
Public Utilities Commission of Ohio	(800) 686-7826
Supplier Tax Identification Number: 31-1560186	Customer Tax Identification Number:
Supplier DUNS Number: 19-247-2751	Customer DUNS Number: 606333623



PLANNING DEPARTMENT

Division of Transit

240 Columbus Ave.
Sandusky, Ohio 44870

419.621.8462

www.cityofsandusky.com

TO: John Orzech, Interim City Manager

FROM: James A. Stacey III, Transit Administrator

DATE: December 1st, 2022

SUBJECT: Agreement for Transportation Services – Erie County Board of Developmental Disabilities

ITEM FOR CONSIDERATION: Legislation requesting approval for the City Manager to enter into a one (1) year contract for transportation services between the City of Sandusky and the Erie County Board of Developmental Disabilities.

BACKGROUND INFORMATION: The Sandusky Transit System (STS) has been providing transportation services to eligible individuals for the Erie Board of Developmental Disabilities for over two (2) decades. The current contract was effective on January 1, 2022 and will expire December 31, 2022.

The Erie County Board of Developmental Disabilities is required by the Ohio Revised Code to ensure that transportation services are provided to individuals determined by the Erie County Board of Developmental Disabilities to be eligible to use the transportation services provided by the Sandusky Transit System in accordance with individual's Most Valuable Person plans approved by the Erie County Board of Developmental Disabilities and the administrative rules established by the State of Ohio.

STS will provide safe, reliable, transportation services to individuals served by the Erie Board of Developmental Disabilities throughout Erie County. These individuals are transported on schedules developed with input from various members of the individual's support team. This contract will be in effect for a term of one (1) year from January 1, 2022 through December 31, 2022 at a rate of \$20.04 per trip, \$15.00 per punch card and \$50.00 per monthly fixed route pass card.

STS will provide the Erie Board of Developmental Disabilities with reports, training records, and other information, that is proposed in said contract. The money received from this contract will help meet the local match requirements for all Ohio Department of Transportation (ODOT) Transit grants.

BUDGET IMPACT: STS will bill for trips consumed by individuals who are enrolled with Erie Board of Developmental Disabilities and eligible for transportation services. The revenue from this agreement will be used as matching grant funds for the Ohio Department of Transportation (ODOT) Program grant. This contract is expected to provide approximately 10,500 trips and generate over \$200,000 in 2023.

ACTION REQUESTED: It is requested that legislation be adopted allowing the City Manager to enter into a contract for transportation services with Erie County Board of Developmental Disabilities from January 1, 2023 to December 31, 2023. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter to immediately execute the agreement as the prior agreement is set to expire on December 31, 2022.

James A. Stacey III, Transit Administrator

I concur with this recommendation:

John Orzech, Interim City Manager

Jonathan Holody,
Director of Community Development

cc: Cathy Meyers, Clerk of the City Commission
Michelle Reeder, Finance Director
Brendan Heil, Law Director

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT FOR TRANSPORTATION SERVICES BETWEEN THE CITY OF SANDUSKY AND THE ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES FOR THE PERIOD OF JANUARY 1, 2023, THROUGH DECEMBER 31, 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Erie County Board of Developmental Disabilities (ECBDD) is required by the Ohio Revised Code to ensure that transportation services are provided to individuals determined by ECBDD to be eligible to utilize the public transportation services provided by the Sandusky Transit System in accordance with the Most Valuable Person (MVP) service plans approved by the ECBDD and the administrative rules established by the State of Ohio; and

WHEREAS, the Sandusky Transit System has provided transportation services for Erie County Board of Developmental Disabilities (ECBDD) eligible individuals for over two (2) decades and proposes to continue this service; and

WHEREAS, the Sandusky Transit System will receive \$20.04 per trip, \$15.00 per punch card, and \$50.00 per monthly fixed route pass card from ECBDD pursuant to the proposed agreement and these funds received will be used as matching funds for Ohio Department of Transportation Transit grants; 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 as the prior agreement expires on December 31, 2022, and to continue services without interruption; and

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

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

Section 1. The City Manager be and hereby is authorized to execute the Agreement with the Erie County Board of Developmental Disabilities for transportation services for the period from January 1, 2023, to December 31, 2023, substantially in the same form as reflected in Exhibit "A" which is attached to this Ordinance and specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being

substantially adverse to the City and being consistent with the objectives and requirements of this Ordinance and with carrying out the City's public purposes.

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

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

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

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

ERIE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
SERVICES CONTRACT for NON-SPECIALIZED PROVIDERS

Provider Name: City of Sandusky
(James Stacey)

Address: 240 Columbus Avenue
Sandusky, Ohio 44870

Phone: 419-621-8462; 419-625-5848

Email: jstacey@ci.sandusky.oh.us

This Contract shall be in effect from **January 1, 2023 through December 31, 2023**, unless otherwise terminated, extended, or renewed by the parties. All previous Contracts will become null and void upon commencement of this Contract. Services may be provided to a variety of eligible Individuals as indicated in the Most Valuable Person (MVP) (previously known as Individual Service Plan “ISP”) and Support Budget.

Services:	Transportation	\$20.04 per trip
	Transportation	\$15.00 punch card
	Pass Cards	\$25.00 per card

No services will be reimbursed at a rate higher than the Medicaid state rate.

I. DEFINITIONS:

- A. Individual means a person with a developmental disability, who is eligible to receive programs and services and who may also receive Individual Support Services through state and/or local County Board funds.
- B. Most Valuable Person (MVP) (previously known as the Individual Service Plan “ISP”) means a written description of the services, supports, and activities to be provided to an Individual, including the portion which identifies the Provider’s specific duties and responsibilities relating to an Individual, according to requirements set forth in Applicable Requirements, which is approved by the Board.
- C. Provider means an agency, business or LLC who provides services to Individuals with Developmental Disabilities and the public.
- D. Service and Support Administrator (SSA) means the Board employee(s) and/or person(s) who Contract with the Board who are responsible for service and support administration function for the Individual.

II. GENERAL TERMS AND AGREEMENTS:

- A. The Provider understands that he/she is Contracting with the Erie County Board of DD and is not the employee of the Erie County Board of DD while providing MVP services. The Provider is personally responsible for reporting and payment of taxes and other fees to the IRS and other applicable authorities.
- B. The Provider understands the Erie County Board of DD, its staff or management does not assume any liability for the Provider’s actions or quality of care provided by the Provider while delivering services.

- C. There will be no reconciliation of this Contract as it will be a fee for services arrangement. Services will be provided only in the presence of the Individual; unless otherwise noted in the MVP.
- D. The Provider shall provide notice of major unusual incidents pertaining to the Individual to the Erie County Board of DD's Investigative Agent immediately and shall provide such other additional reports to the Erie County Board of DD and to such other persons and/or agencies as is required by applicable federal and state law.
- E. Non-Discrimination: The Provider shall comply with all federal, state, and local requirements regarding non-discriminatory practices on the basis of age, race, color, creed, disability, sex, or national origin.
- F. Bill of Rights: The Provider shall comply with the Bill of Rights for persons with developmental disabilities as defined in Section 5123.62 of the O.R.C.
- G. Records Retention: The Provider shall maintain all records and documentation related to services for a period of five (5) years. Financial records should be maintained for a period of time adhering to IRS regulations, other federal/state requirements and, when applicable, Social Security guidelines for audits of Provider's records and personal funds of the services recipient.
- H. Confidentiality: Any and all protected health information (HIPAA related information) will be kept in confidence and will not be shared with anyone that is not authorized by consent to release information to receive this information from.

III. WORK HOURS:

- A. The Erie County Board of DD, Individuals, and families expect for supports and services to be provided as agreed to in the MVP. The Provider will not be paid for missed service.

IV. RATES:

- A. The Provider may choose to change their rate within the Contract year. An addendum to the Contract must be completed prior to the start of the revised rate.

V. PROCEDURES FOR PAYMENT:

- A. The amount of money paid each month to the Provider shall not exceed the amount of money per month and/or year as designated in this Contract and MVP.
- B. The Erie County Board of DD has thirty (30) business days from the date of receipt of the invoice to pay Providers for services rendered; invoices will only be processed on a monthly basis pursuant to the county auditor's procedures. Invoices must be received by the Erie County Board of DD no later than sixty (60) calendar days from the day of service rendered. If invoices are not received within these timelines, they may not be honored for payment.
- C. All invoices are required to be submitted in electronic format utilizing the www.ohiodd.net billing system or another agreed upon format. All Providers must go through an initial www.ohiodd.net billing training with Board staff prior to submission of first invoice.
- D. In the event that this Contract is renewed, or a new Contract is agreed upon by the parties, reconciliation of costs due under this Contract shall be carried out in accordance with the requirements of O.R.C. 5126.44(D).
- E. If the Provider is required to make a repayment for payments received from an Individual Support Services overpayment, Provider shall pay the amount determined to be in error, which is supported by documentation by the Erie County Board of DD.

VI. AUTOMOBILE INSURANCE and DRIVER'S LICENSE:

- A. The Provider who provides transportation shall carry automobile liability insurance for passenger vehicles used to transport the Individual. Proof of current automobile insurance must be on file with the Provider and available to the Erie County Board of DD if requested. If the insurance expires, then transportation services are terminated from the Contract and payment for transportation services from the expiration date forward will not be paid.
- B. In addition to the automobile insurance coverage required in paragraph V(A) above, the Provider hereby agrees to indemnify and hold harmless the Erie County Board of DD for any and all costs and expenses associated with carrying out the Provider's duties under this Contract unless otherwise provided herein, including, but not limited to, all deductibles on all automobile insurance policies, and all losses occasioned by a Provider's failure to acquire automobile insurance coverage, as required hereunder.
- C. The Provider and their employees shall possess a valid Ohio Driver's license. If the driver's license expires, then that service is terminated from the Contract and payment for transportation services will not be paid from the expiration date forward.

VII. TRAINING:

- A. The Provider is responsible for successfully completing the following training before providing services. Provider must submit signed document to show proof of completion of the training.
 - a. Incident Reporting (initially);
 - b. www.ohiodd.net billing (initially).

VIII. TERMINATION, MODIFICATION, AMENDMENT AND NOTICE OF PROVIDERS INTENT:

- A. This Contract shall be terminated, and the obligations of all parties shall cease if any of the following conditions occur:
 - a. The service recipient has determined that he/she no longer wishes to receive the services set forth in this Contract;
 - b. Services supports are deemed to be no longer required as determined by a board review of the Individual service plan.
- B. The Provider may immediately terminate this Contract only if the Erie County Board of DD fails to provide funding to the Provider as required under this Contract. In all other circumstances, the Provider must give a thirty (30) day written notice to terminate the Contract.
- C. This Contract may be amended or modified by agreement of the parties in writing signed by all parties and attached hereto.
- D. The Provider shall immediately notify the Erie County Board of DD of any pending criminal, traffic or domestic violence related charges involving Provider or any court proceedings therein. The Erie County Board of DD reserves the right to use discretion in regard to continuance of Contractual services.

IX. MISCELLANEOUS PROVISIONS:

- A. The parties agree that the rights, duties and responsibilities set forth herein shall not be assigned without prior written consent of the other party.

- B. All communication to the Erie County Board of DD related to the service needs of specific Individual shall be made to that Individual's SSA. All other notices required to be given herein shall be in writing and shall be sent to the following respective address:

TO: Erie County Board of DD or metzel@eriecbdd.org
Attn: Megan Etzel
4405 Galloway Road
Sandusky, Ohio 44870

- C. This document and the attachments hereto set forth are the full agreement between the parties and superseded all prior agreements or Contracts between the parties.
- D. Should any portion of this Contract be deemed unenforceable by any administrative or judicial officer or tribunal of competent jurisdiction, the balance of this Contract shall remain in full force and effect unless revised or terminated pursuant to Article IX of this Contract.
- E. Provider shall coordinate the development and implementation of all programs and services described herein. At all times during the duration of this Contract, the Erie County Board of DD and Provider shall act Contractors in connection with the performance of their respective obligations under this Contract.
- F. In the event of a dispute involving the parties regarding any provision under this Contract, including, but not limited to rate disputes, the parties shall attempt to resolve the dispute in accordance with the Erie County Board of DD's approved Conflict Resolution and Administrative Resolution of Complaints and Due Process Policy. The policy will be made available to the Provider upon request.
- G. The Provider agrees to establish a procedure for affording all Individual service recipients due process. The Provider shall use this procedure in the event of a disagreement between the Provider and the service recipient related to the Provider's performance of its duties and obligations under this Contract.

The Parties hereto have caused this Contract to be executed on the dates indicated below:

By: _____
Superintendent, Erie County Board of DD Date

By: _____
Provider Date

ORDINANCE NO. _____

AN ORDINANCE MAKING GENERAL APPROPRIATIONS FOR THE FISCAL YEAR 2023.

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 Finance of the City of Sandusky, Ohio, and, NOW, THEREFORE,

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

Section 1. There shall be and hereby are appropriated out of any funds now in the treasury and any accruing revenues of the City available for said purposes, the values set forth below for the payment of all expenses and obligations of the City during fiscal year 2023, for the various purposes hereinafter specified.

Section 2. The amounts appropriated for the various purposes hereinafter set forth shall, in no event, be exceeded unless the City Commission shall by Ordinance authorize a transfer from one appropriation account to another, or shall appropriate additional unappropriated funds:

<u>DEPARTMENT</u>	<u>BUDGET</u>
1010. POLICE DEPARTMENT	
Personnel	4,715,927.00
Other	441,200.00
Total 1010. POLICE DEPARTMENT	5,157,127.00
1020. POLICE RECORDS	
Personnel	154,207.00
Other	172,300.00
Total 1020. POLICE RECORDS	326,507.00
1030. POLICE-RESERVE	
Personnel	129,453.00
Other	3,700.00
Total 1030. POLICE-RESERVE	133,153.00
1310. FIRE DEPARTMENT	
Personnel	4,841,364.00
Other	448,429.00
Total 1310. FIRE DEPARTMENT	5,289,793.00
1610. STREET LIGHTING CONTRACT	
Other	270,000.00
Total 1610. STREET LIGHTING CONTRACT	270,000.00
2600. OAKLAND CEMETERY DEPT	

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Personnel	277,950.00
Other	125,097.00
Total 2600. OAKLAND CEMETERY DEPT	403,047.00
3300. PARKS & PUBLIC REALM	
Personnel	809,049.00
Other	450,850.00
Total 3300. PARKS & PUBLIC REALM	1,259,899.00
4010. CODE ENFORCEMENT	
Personnel	105,500.00
Other	30,900.00
Total 4010. CODE ENFORCEMENT	136,400.00
4070. ECONOMIC DEVELOPMENT	
Personnel	351,020.00
Other	57,750.00
Total 4070. ECONOMIC DEVELOPMENT	408,770.00
4090. BUILDING DIV	
Personnel	333,713.00
Other	56,972.00
Total 4090. BUILDING DIV	390,685.00
4850. HORTICULTURAL SRV / FORESTRY	
Personnel	338,692.00
Other	138,470.00
Total 4850. HORTICULTURAL SRV / FORESTRY	477,162.00
6860. JACKSON ST PIER	
Other	68,700.00
Total 6860. JACKSON ST PIER	68,700.00
7020. CITY MANAGER DEPARTMENT	
Personnel	283,916.00
Other	108,950.00
Total 7020. CITY MANAGER DEPARTMENT	392,866.00
7030. ADMINISTRATIVE SERVICES	
Personnel	172,904.00
Other	12,950.00
Total 7030. ADMINISTRATIVE SERVICES	185,854.00
7060. FINANCE DEPT	
Personnel	153,735.00
Other	3,920.00
Total 7060. FINANCE DEPT	157,655.00
7070. INCOME TAX DEPT	
Other	455,000.00
Total 7070. INCOME TAX DEPT	455,000.00
7080. INFORMATION TECHNOLOGY	
Personnel	148,838.00
Other	317,878.00
Total 7080. INFORMATION TECHNOLOGY	466,716.00
7100. LAW DEPT	
Personnel	253,398.00

Other	12,900.00
Total 7100. LAW DEPT	266,298.00
7200. CITY COMMISSION	
Personnel	42,473.00
Other	20,950.00
Total 7200. CITY COMMISSION	63,423.00
7210. CITY COMMISSION CLK	
Personnel	34,253.00
Other	1,175.00
Total 7210. CITY COMMISSION CLK	35,428.00
7250. MUNICIPAL COURT	
Personnel	1,072,638.00
Other	82,000.00
Total 7250. MUNICIPAL COURT	1,154,638.00
7550. BUILDING MAINTENANCE	
Personnel	150,200.00
Other	356,196.00
Total 7550. BUILDING MAINTENANCE	506,396.00
7600. ENGINEERING	
Personnel	320,064.00
Other	38,403.00
Total 7600. ENGINEERING	358,467.00
7750. FLEET MAINTENANCE	
Personnel	228,684.00
Other	120,100.00
Total 7750. FLEET MAINTENANCE	348,784.00
7900. ADMINISTRATIVE SUPPORT	
Other	1,021,100.00
Transfer: Public Transit Fund	500,000.00
Transfer: Park & Recreation Fund	350,000.00
Transfer: Capital Public art	95,000.00
Transfer: Capital Programming	185,000.00
Transfer: Capital Projects	6,000,000.00
Transfer: Capital Housing	400,000.00
Transfer: Capital Economic Development	500,000.00
Transfer: Bond Retirement Fund	0.00
Transfer: Fire Pension:	850,000.00
Transfer: Police Pension	600,000.00
Transfer: Payroll Stabilization Fund	150,000.00
Total 7900. ADMINISTRATIVE SUPPORT	10,651,100.00
General Fund Personnel Total	14,917,978.00
General Fund Other Total	14,445,890.00
General Fund Total	29,363,868.00
216 STREET MTC & REPAIR	
Personnel	1,031,543.00
Other	800,872.00
Total 216 STREET MTC & REPAIR	1,832,415.00
217 ST HIGHWAY	
Personnel	50,028.00
Other	42,000.00

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Total 217 ST HIGHWAY	92,028.00
218 TRANSIT	
Personnel	143,584.00
Other	3,264,000.00
Total 218 TRANSIT	3,407,584.00
227 PARKS & RECREATION	
Personnel	439,367.00
Other	341,270.00
Total 227 PARKS & RECREATION	780,637.00
236 FIRE PENSION TRANS	
Personnel	895,000.00
Other	53,750.00
Total 236 FIRE PENSION TRANS	948,750.00
237 POLICE PENSION TRANS	
Personnel	695,000.00
Other	40,520.00
Total 237 POLICE PENSION TRANS	735,520.00
239 STATE GRANTS	
Other	162,125.00
Total 239 STATE GRANTS	162,125.00
240 CORONAVIRUS RELIEF FUND (CRF) HB 481	
Personnel	972,158.00
Other	8,125,000.00
Total 240 CORONAVIRUS RELIEF FUND (CRF) HB 481	9,097,158.00
241 FEDERAL GRANTS	
Personnel	256,093.00
Other	1,007,650.00
Total 241 FEDERAL GRANTS	1,263,743.00
242 INDIGENT DRIVER ALCOHOL	
Other	20,000.00
Total 242 INDIGENT DRIVER ALCOHOL	20,000.00
243 ENFORCE AND EDUC	
Other	8,400.00
Total 243 ENFORCE AND EDUC	8,400.00
244 COURT COMPUTERIZATION	
Personnel	9,504.00
Other	45,000.00
Total 244 COURT COMPUTERIZATION	54,504.00
245 INDIGENT TELEPHONE	
Other	2,000.00
Total 245 INDIGENT TELEPHONE	2,000.00
246 MUNICIPAL PROBATION	
Personnel	89,123.00
Other	7,000.00
Total 246 MUNICIPAL PROBATION	96,123.00

247 PAYROLL STABILIZATION FUND	
Personnel	345,000.00
Total 247 PAYROLL STABILIZATION FUND	345,000.00
248 REAL ESTATE DEV FUND	
Other	25,000.00
Total 248 REAL ESTATE DEV FUND	25,000.00
249 ONE OH OPIOID SETTLEMENT	
Other	10,900.00
Total 249 ONE OH OPIOID SETTLEMENT	10,900.00
430 CAPITAL IMPROVEMENT	
Other	1,290,000.00
Total 430 CAPITAL IMPROVEMENT	1,290,000.00
431 CAPITAL PROJECTS	
Personnel	66,544.00
Other	10,918,465.00
Total 431 CAPITAL PROJECTS	10,985,009.00
433 SPECIAL ASSESSMENT	
Personnel	409,662.00
Other	113,750.00
Total 433 SPECIAL ASSESSMENT	523,412.00
434 GEN BOND RETIRE	
Other	1,143,350.00
Total 434 GEN BOND RETIRE	1,143,350.00
435 URBAN RENEWAL DEBT RETIRE	
Other	614,500.00
Total 435 URBAN RENEWAL DEBT RETIRE	614,500.00
436 CENTRAL PUBLIC IMP TIF	
Other	200,000.00
Total 436 CENTRAL PUBLIC IMP TIF	200,000.00
437 CLEVELAND RD PUBLIC IMP TIF	
Other	622,100.00
Total 437 CLEVELAND RD PUBLIC IMP TIF	622,100.00
438 COOKE BUILDING IMPOVEMENT TIF FUND	
Other	25,000.00
Total 438 COOKE BUILDING IMPOVEMENT TIF FUND	25,000.00
535 SP ASMNT BOND RETIRE	
Other	224,000.00
Total 535 SP ASMNT BOND RETIRE	224,000.00
612 WATER	
Personnel	3,768,843.00
Other	5,898,813.00
Total 612 WATER	9,667,656.00
613 SEWER	
Personnel	3,801,393.00
Other	7,073,912.00
Total 613 SEWER	10,875,305.00

701 HEALTH INSURANCE FUND	
Other	4,900,000.00
Total 701 HEALTH INSURANCE FUND	4,900,000.00
863 GENERAL TRUST	
Other	122,580.00
Total 863 GENERAL TRUST	122,580.00
873 PARK ENDOWMENT	
Other	8,000.00
Total 873 PARK ENDOWMENT	8,000.00
876 CEMETERY ENDOW	
Other	25,460.00
Total 876 CEMETERY ENDOW	25,460.00
880 & 881 Trust & Agency	
Other	20,000.00
Total 880 STATE PATROL TRANSFER	20,000.00
888 SP ASSESSMENTS- NON-CITY	
Other	55,000.00
Total 888 SP ASSESSMENTS- NON-CITY	55,000.00
Personnel Total	27,890,820.00
Other Total	61,666,307.00
TOTAL ALL FUNDS	89,557,127.00

Section 3. The Finance Director is authorized to draw warrants upon the City treasury for funds appropriated in this Ordinance upon presentation of properly approved vouchers and when in conformity with the Charter and general laws of the State of Ohio. In addition, the Finance Director is authorized to make transfers between funds, to cover deficiencies in City funds provided said transfers are included in the general appropriations.

Section 4. 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 5. 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 any of its committees that resulted in

those formal actions were in meetings open to the public in compliance with the law.

Section 6. That for the reasons set forth in the preamble hereto, this Ordinance shall take effect at the earliest time allowed by Law.

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed:



FINANCE DEPARTMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5776
www.cityofsandusky.com

TO: John Orzech, interim City Manager
FROM: Michelle Reeder, Finance Director
DATE: December 1, 2022
RE: Commission Agenda Item

ITEM FOR CONSIDERATION:

Ohio Rev. Code Section 5705.40 states that any appropriation ordinance or measure may be amended or supplemented, provided that such amendment or supplement shall comply with all provisions of law governing the taxing authority in making an original appropriation and that no appropriation for any purpose shall be reduced below an amount sufficient to cover all unliquidated and outstanding contracts or obligations certified from or against the appropriation. I am submitting amendment #8 to the 2022 General Appropriations.

BUDGETARY INFORMATION:

Appropriation amendments are required to update the 2022 budget. Amendments included for these funds:

- General Fund
- Internal Service Fund
- Park & Recreation Fund
- Transit Fund
- Fire & Police Pension
- Coronavirus Relief Fund
- Special Assessment Bond fund
- Capital Projects
- Trust & Agency Fund

ACTION REQUIRED:

It is requested that the City Commission enact the ordinance, and have it take immediate effect under Section 14 of the City Charter, so that the budget amendments can be entered into the financial system and purchases can be made to continue the flow of city operations.

I concur with this recommendation:

John Orzech
Interim City Manager

Michelle Reeder
Finance Director

ORDINANCE NO. _____

AN ORDINANCE ADOPTING AMENDMENT NO. 8 TO ORDINANCE NO. 22-004 PASSED BY THIS CITY COMMISSION ON JANUARY 10, 2022, MAKING GENERAL APPROPRIATIONS FOR THE FISCAL YEAR 2022; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, this City Commission made general appropriations for the Fiscal Year 2022 Operating Budget by Ordinance No. 22-004, passed on January 10, 2022; and

WHEREAS, this City Commission adopted Amendment No. 1 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Coronavirus Relief, Street, Water, Sewer, and Capital Projects Funds by Ordinance No. 22-071, passed on April 11, 2022; and

WHEREAS, this City Commission adopted Amendment No. 2 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the State Grant, Water, Sewer, Cleveland Road Public Improvement, and Capital Funds by Ordinance No. 22-098, passed on May 23, 2022; and

WHEREAS, this City Commission adopted Amendment No. 3 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Transit, Federal Grants, Court Computerization, Municipal Probation, Capital Projects, and Water Funds by Ordinance No. 22-131, passed on July 11, 2022; and

WHEREAS, this City Commission adopted Amendment No. 4 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Transit, Parks & Recreation, Urban Renewal, Bond Retirement, Federal Grants, Special Assessment, Capital Projects, and Sewer Funds by Ordinance No. 22-177, passed on September 12, 2022; and

WHEREAS, this City Commission adopted Amendment No. 5 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Street, Internal Service, Court Computerization, and Sewer Funds by Ordinance No. 22-189, passed on September 26, 2022; and

WHEREAS, this City Commission adopted Amendment No. 6 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Coronavirus Relief, Capital Projects, Sewer, and Street Funds by Ordinance No. 22-196, passed on October 10, 2022; and

WHEREAS, this City Commission adopted Amendment No. 7 to Ordinance No. 22-004 to cover deficiencies or needs which existed in the General, Coronavirus Relief, Federal & State Grants, Parks & Recreation, Special Assessments, Sewer, and Internal Service Funds by Ordinance No. 22-222, passed on November 14, 2022; and

WHEREAS, this Ordinance has been prepared to cover deficiencies or needs which exist in the General, Parks & Recreation, Transit, Coronavirus Relief, Fire Pension, Police Pension, Capital Projects, Trust & Agency, Special Assessments Bond Retirement, and Internal Service Funds; and

WHEREAS, amendments are required to adjust the budget for previous actions of the City; 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 prevent delays in the use of the funds for an extended period of time and not restrict the operation of City departments; 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. Ordinance No. 22-004 passed by this City Commission on the 10th day of January, 2022, be amended as hereinafter set forth:

DEPARTMENT	PERSONAL SERVICES	OTHER	TOTAL
Commission	-	9,500	9,500
Commission Clerk	-	100	100
Engineering	9,000	-	9,000
Finance	9,500	-	9,500
Administrative Support	-	28,000	28,000
Transfers- Police Pension		45,000	45,000
Transfers- Transit	-	520,000	520,000
Transfers- Capital	-	1,750,000	1,750,000
Transfers- Payroll Stabilization	-	100,000	100,000
GENERAL FUND TOTAL	18,500	2,452,600	2,471,100
PARKS & RECREATION	(12,000)	12,000	-
TRANSIT	(68,000)	610,000	542,000
CORONAVIRUS RELIEF FUNDS	80,500	(80,500)	-
FIRE PENSION	-	125	125
POLICE PENSION	68,000	400	68,400
CAPITAL PROJECTS	950	9,000,000	9,000,950
TRUST & AGENCY FUNDS	-	10,000	10,000
SPECIAL ASSESSMENTS BOND RETIREMENT	-	6,725	6,725

INTERNAL SERVICE FUND	-	350,000	350,000
TOTAL ALL FUNDS	87,950	12,361,350	12,449,300

Section 2. The Finance Director is authorized to draw warrants upon the City treasury for funds appropriated in this Ordinance upon presentation of properly approved vouchers and when in conformity with the Charter and general laws of the State of Ohio. In addition, the Finance Director is authorized to make transfers between funds, to cover deficiencies in City funds provided said transfers are included in the general appropriations.

Section 3. 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.

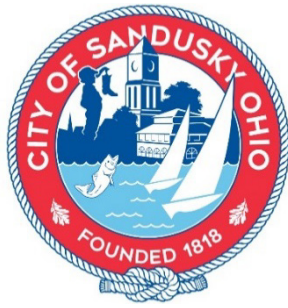
Section 4. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted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

Section 5. 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: November 30, 2022

**Subject: Commission Agenda Item – Amendment to Resolution Number 042-22R
WPCLF Loan Application with the Ohio EPA for Mills Street High Rate Treatment**

ITEM FOR CONSIDERATION: Legislation amending resolution number 042-22R for the Water Pollution Control Loan Fund (WPCLF) Loan Application with the Ohio Environmental Protection Agency (OEPA) for Mills High Rate Treatment project, to read the application is for both design and construction, and include the UV Disinfection Replacement Project.

BACKGROUND INFORMATION: Previous legislation was presented to commission and approved at the August 8, 2022, meeting, via resolution number 042-22R, approving the submittal of a WPCLF loan application for the design portion of the Mills Street High Rate Treatment project. At the time, it was intended to submit a separate request for legislation for construction and another piece of legislation for design and construction of the UV Disinfection Replacement Project.

Per a phone call with Ohio EPA, they are allowing the City to submit one resolution including design, construction, and inspection for both projects even though they are on different timelines. Hence, staff is requesting that resolution 042-22R be amended to read “the City will be applying for loan funds to finance the design, construction, and inspection of the Mills Street High Rate Treatment Project, and design, construction, and inspection of the UV Disinfection Replacement Project, which are anticipated to have final completion dates in 2025.”

BUDGETARY INFORMATION: There is no budgetary impact for submitting the application. Formal legislation will be needed for acceptance of the loan after both projects are awarded and final costs are known.

ACTION REQUESTED: It is requested that legislation be prepared to approve the amendment of resolution 042-22R for a loan application to the OEPA for WPCLF funds to include design and construction phases of the Mills Street High Rate Treatment project. It is further requested that this be passed under Section 14 of the City Charter in order to submit the loan application as soon as possible to allow for recovery of funds as soon as possible in 2023.

I concur with this recommendation:

John Orzech
Interim City Manager

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

RESOLUTION NO. _____

A RESOLUTION AMENDING RESOLUTION NO. 042-22R, PASSED ON AUGUST 8, 2022, AUTHORIZING AND DIRECTING THE CITY MANAGER TO FILE AN APPLICATION WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) FOR A LOAN THROUGH THE WATER POLLUTION CONTROL LOAN FUND (WPCLF) PROGRAM FOR THE DESIGN, CONSTRUCTION AND INSPECTION OF THE MILLS STREET HIGH RATE TREATMENT PROJECT; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the OEPA established the Water Pollution Control Loan Fund (WPCLF) program in 1988 and finances a variety of projects that have a water quality benefit at their core and with assistance from the Ohio Water Development Authority (OWDA), the Division of Environmental and Finance Assistance (DEFA) administers the program designed to operate in perpetuity, and to assist Ohio's communities and citizens with their water resource protection and restoration projects; and

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

WHEREAS, the City Commission approved an agreement for Professional Design Services with Stantec Consulting Services, Inc. of Cleveland, Ohio, for the Mills Street High Rate Treatment Project by Ordinance No. 21-136, passed on September 13, 2021, and subsequently approved an amendment to the agreement for additional services by Ordinance No. 22-047, passed on March 14, 2022; and

WHEREAS, this City Commission approved the filing of an application with the Ohio Environmental Protection Agency for a loan through the Water Pollution Control Loan Fund Program for the design of the Mills Street High Rate Treatment Project by Resolution No. 042-22R, passed on August 8, 2022; and

WHEREAS, at the time, it was intended to submit separate requests for legislation for construction and for the UV Disinfection Replacement Project and with the approval of the EPA, the City will be submitting one application for the design, as well as the construction and inspection of the UV Disinfection Replacement Project; and

WHEREAS, the City will be applying for loan funds to finance the **design, construction, and inspection** of the Mills Street High Rate Treatment Project which is anticipated to be completed in 2025; and

WHEREAS, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in

order to submit the application to allow for reimbursement of funds as soon as possible in 2023; 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 **Resolution** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter; and NOW, THEREFORE,

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

Section 1. This City Commission hereby amends Resolution No. 042-22R, passed on August 8, 2022, authorizing the City Manager to file an application on behalf of the City with the Ohio Environmental Protection Agency for a loan through the Water Pollution Control Loan Fund (WPCLF) program to include the **design, construction, and inspection** of the Mills Street High Rate Treatment Project, a copy of which is on file in the Office of the Director of Public Works.

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

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

Section 4. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its

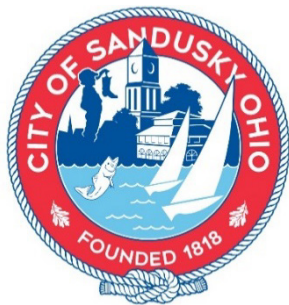
PAGE 3 - RESOLUTION NO. _____

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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Aaron M. Klein, P.E.

Date: November 30, 2022

Subject: Commission Agenda Item – Agreement with Progressive Cleaning Solutions, Inc. of Sandusky, Ohio for Cleaning Services at City Hall, 240 Columbus Ave and Justice Center, 222 Meigs St

ITEM FOR CONSIDERATION: Legislation to enter into a one year agreement with Progressive Cleaning Services, Inc. of Sandusky, Ohio for cleaning services at City Hall, 240 Columbus Ave and Justice Center, 222 Meigs St.

BACKGROUND INFORMATION: On October 13, 2022, the City issued a request for proposals (RFP) for cleaning services at City Hall, 240 Columbus Ave and Justice Center, 222 Meigs St. The City received one (1) responsive proposal by the November 10, 2022, deadline from Progressive Cleaning Solutions, Inc., which was determined to be the lowest and best proposal based on their experience, background, qualifications, approach plan and price.

City Hall shall be billed monthly at a rate of \$2,886, with an annual do not exceed amount of \$34,632. Justice Center shall be billed monthly at a rate of \$2,123 with an annual do not exceed amount of \$25,476.

The agreement shall be for a one year period, starting January 1, 2023, with an option of a one year extension for up to two additional years.

BUDGETARY INFORMATION: The cost of the contract for 2023 for City Hall shall not exceed \$34,632 annually and be paid for with funds from the Building Maintenance Division's operating budget.

The 2023 contract cost for Justice Center shall not exceed \$25,476 annually, with \$15,285.60 from the Building Maintenance Division's operating budget, and \$10,190.40 from the Sandusky Municipal Court's operating budget.

ACTION REQUESTED: It is recommended that legislation be approved authorizing the Interim City Manager to enter into an agreement with Progressive Cleaning Solutions, Inc. of Sandusky, Ohio for cleaning services at City Hall, 240 Columbus Ave and Justice Center, 222 Meigs St for a one year period beginning January 1, 2023. It is further requested that the legislation be passed under suspension of the rules in full accordance with Section 14 of the City Charter in order to execute the agreement immediately as service is to begin January 1, 2023, and to avoid any lapse in service.

I concur with this recommendation:

John Orzech
Interim City Manager

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

CERTIFICATE OF FUNDS

In the Matter of: Cleaning Contract

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

Account #110-7250-53000, 110-7550-53000

By: Michelle Reeder

Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH PROGRESSIVE CLEANING SOLUTIONS, INC. OF SANDUSKY, OHIO, FOR CLEANING SERVICES AT CITY HALL, 240 COLUMBUS AVENUE, AND THE JUSTICE CENTER, 222 MEIGS STREET; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the City Commission approved a two (2) year agreement with an option to extend for one (1) additional year with Progressive Cleaning Solutions, Inc. of Sandusky, Ohio, for cleaning services at City Hall, 240 Columbus Avenue by Ordinance No. 19-221, passed on December 20, 2019; and

WHEREAS, a request for proposals (RFP) was issued on October 13, 2022, for cleaning services at the City Hall administrative facility located at 240 Columbus Avenue and the Justice Center located at 222 Meigs Street in which one (1) proposal was received and evaluated by a selection committee and based upon the proposer's experience, background, qualifications, approach plan and price, it was determined the proposal of Progressive Cleaning Solutions, Inc. of Sandusky, Ohio, was the lowest and best; and

WHEREAS, the agreement is for a one (1) year period beginning January 1, 2023, with an option to extend up to two (2) additional years; and

WHEREAS, the cost for services at the City Hall is \$2,886.00 per month for an annual cost of \$34,632 to be paid with funds from the Building Maintenance Division's operating budget and the cost for services at the Justice Center is \$2,123.00 per month for an annual cost of \$25,476.00 to be paid with funds from the Building Maintenance Division's operating budget in the amount of \$15,285.60 and with funds from Sandusky Municipal Court's operating budget in the amount of \$10,190.40 ; 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 execute the agreement prior to the commencing date of January 1, 2023, and to avoid any lapse in services; 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 Progressive Cleaning Solutions, Inc. of Sandusky, Ohio, for cleaning services at City Hall located at 240 Columbus Avenue and the Justice

Center located at 222 Meigs Street, substantially in the same form as reflected in Exhibit "A" which is attached to this Ordinance and specifically incorporated as if fully rewritten herein together with such revisions or additions as are approved by the Law Director as not being substantially adverse to the City and being consistent with the objectives and requirements of this Ordinance, at a cost of Five Thousand Nine and 00/100 Dollars (\$5,009.00) per month for a total amount **not to exceed** Sixty Thousand One Hundred Eight and 00/100 Dollars (\$60,108.00).

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

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

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

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST:

CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

CONTRACT FOR CLEANING SERVICES FOR CITY HALL & JUSTICE CENTER

This Cleaning Contract made on this _____ day of _____, 2022, between the City of Sandusky, a Municipal Corporation of the State of Ohio with its principal place of business at 240 Columbus Avenue, Sandusky, Ohio 44870 (hereinafter "City") and Progressive Cleaning Services, Inc., with its principal place of business at 326 East Market Street, Sandusky, Ohio 44870, (hereinafter "Contractor").

RECITALS

Whereas, pursuant to Law the City issued a Request for Proposals (RFP) for the purpose of cleaning services for City Hall located at 240 Columbus Avenue, Sandusky, Ohio 44870, and the Justice Center located at 222 Meigs Street, Sandusky, Ohio 44870, a copy of which is attached, marked Exhibit "1" and is specifically incorporated as if fully rewritten herein; and

Whereas, the Contractor in response to the City's request submitted a Proposal, a copy of which is attached, marked Exhibit "2" and is specifically incorporated as if fully rewritten herein; and

Now, therefore, in consideration of the sum to be paid to Contractor and the agreements contained in this contract, Contractor and City agree as follows:

SECTION ONE STATEMENT OF WORK

Contractor shall (a) provide and perform all necessary labor in a substantial and skillful manner and in accordance with all applicable legal requirements; and (b) execute and complete all work specified in the Contractor's Proposal, a copy of which is marked Exhibit "2" and specifically incorporated in this contract.

SECTION TWO COMPENSATION

City shall pay contractor for the performance of the work specified in this contract, and Contractor shall accept as full compensation for this performance, the following sums and prices for all work, payment to be made in the manner indicated:

Contractor shall bill the City for services performed at City Hall at a rate of \$2,886, (Two Thousand Eight Hundred Eighty Six and 00/100 Dollars) per month during the term of this Agreement. The City shall not pay the Contractor more than \$34,632 (Thirty Four Thousand Six Hundred Thirty Two and 00/100 Dollars) per year for the services performed at City Hall.

Contractor shall bill the City for services performed at the Justice Center at a rate of \$2,123 (Two Thousand One Hundred Twenty Three and 00/100 Dollars) per month during the term of this Agreement. The City shall not pay the Contractor more than \$25,476 (Twenty Five Thousand Four Hundred Seventy Six and 00/100 Dollars) per year for the services performed at the Justice Center.

SECTION THREE TERM

The term of this contract shall be from January 1, 2023, through December 31, 2023, and may be extended for two additional one (1) year terms upon written agreement by both the parties.

SECTION FOUR ORDER OF PRECEDENCE OF DOCUMENTS

In the event of a conflict between the RFP, the Proposal, and the provisions of this Contract, this Contract will control. Otherwise, the terms of the RFP and the

Contractor's Proposal shall govern the parties' relationship, each incorporated by reference herein, in the following order of precedence: (1) the City's RFP, including all and Addenda thereto, attached hereto as Exhibit "1" and (2) the Contractor's Proposal, including all Addenda thereto, attached hereto as Exhibit "2".

SECTION FIVE EQUAL EMPLOYMENT OPPORTUNITY

In connection with the execution of this project, Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, color, sex, or national origin. Such action shall include, but not be limited to, employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

SECTION SIX INDEMNIFICATION OF CITY

Contractor shall indemnify City against any and all liability, demands, claims, suits, losses, damages, causes of action, fines or judgments and expenses incident to the same, for injuries to persons or property arising out of or in connection with Contractor's performance under and pursuant to this contract unless caused by the gross negligence or willful misconduct of the City.

SECTION SEVEN GOVERNING LAW

This contract shall be governed by, construed, and enforced in accordance with the laws of the State of Ohio.

SECTION EIGHT ENTIRE AGREEMENT / MODIFICATION

This contract supersedes any and all agreements, both oral and written, between the City and Contractor with respect to the rendering of services by the Contractor for the City and contains all of the covenants and agreements between the City and Contractor. Each party acknowledges that no representations, inducements, promises, or agreements, written or oral, have been made by either party, or by anyone acting on behalf of either party, that are not embodied in this contract.

Any modification to this contract shall be effective only if it is in writing and signed by both the City and Contractor.

SECTION NINE BINDING EFFECT

All the terms and conditions of this contract shall be binding on City and Contractor, and their respective heirs, legal and personal representatives, successors and assigns.

SECTION TEN ASSIGNMENT

The rights of each party to this contract are personal to that party and may not be assigned or transferred to any other person, firm, corporation, or other entity without the prior, express, and written consent of the other party.

**SECTION ELEVEN
PARAGRAPH HEADINGS**

The titles to the paragraphs of this contract are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this contract.

In witness whereof, the Contractor and the City have executed this contract form.

Date: _____

Contractor:
Progressive Cleaning Solutions, Inc.

By: _____
(Authorized Signature)

(Print Name & Title)

Date: _____

City of Sandusky:

By: _____
John Orzech, Interim City Manager

Approval: The legal form and correctness of the
within instrument is hereby approved.

Brendan Heil (#0091991)
Law Director, City of Sandusky

REQUEST FOR PROPOSALS
City of Sandusky
Cleaning Services for City Facilities

Issued by:
The City of Sandusky, Ohio

Issued:
Thursday, October 13, 2022

Contact Person:
Aaron Klein, P.E.
c/o Department of Public Works
240 Columbus Ave
Sandusky, OH 44870
Phone: (419) 627-5829
email: mstookey@ci.sandusky.oh.us

Proposals Due:
Thursday, November 3, 2022 at 1:30pm



The City of Sandusky reserves the right to reject any or all Proposals, to waive informalities, or to accept any Proposal which it deems most favorable to the City of Sandusky

City of Sandusky
Cleaning Services for City Facilities
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(f) Non-Collusion Affidavit	
(g) Unresolved Findings	

SECTION I. NOTICE TO PROPOSERS

LEGAL NOTICE

REQUEST FOR PROPOSALS

Proposals for the City of Sandusky **"Cleaning Services for City Facilities"** must be received in the office of the Department of Public Works, 240 Columbus Ave., Sandusky, OH 44870, to the attention of Aaron Klein, P.E., no later than Thursday, November 3, 2022 at 1:30pm (EST).

Proposal packages shall be submitted with one original in sealed envelope labeled "Cleaning Services for City Hall". These Proposals are to be sent or delivered to:

Aaron Klein, P.E.
c/o Department of Public Works
240 Columbus Ave.
Sandusky, OH 44870
Phone: 419-627-5829
email: mstookey@ci.sandusky.oh.us

Correspondence shall include contact name, address, telephone, and email information.

Copies for the Request for Proposals (RFP) can be downloaded from the City of Sandusky's web site at www.cityofsandusky.com, or if you prefer a hard copy, please contact Megan Stookey, at mstookey@ci.sandusky.oh.us or (419) 627-5878.

All questions must be submitted in writing and may be emailed to: Elisabeth Sowecke, esowecke@ci.sandusky.oh.us. Any questions submitted and answers thereto, clarifications or Request for Proposals amendments shall be distributed to those parties that requested or have been sent an original RFP. Last day for questions shall be Thursday, October 27, 2022 at 8:00am.

All proposals must be received on time and in full compliance with the instructions contained in the RFP. The City of Sandusky reserves the right to reject any and all Proposals, and to withdraw this solicitation at any time.

The City of Sandusky reserves the right to waive any informalities or irregularities in any of the Proposals received and to award to the offer or whose proposal best meet the needs of the City of Sandusky.

Please publish on: October 13 & 20, 2022

Approved by: Eric L. Wobser, City Manager

II. Procurement Process, Timeline and Deadlines

This Request for Proposals is being issued by the City of Sandusky. The primary contact for all communications regarding this Proposal shall be done through email with Elisabeth Sowecke at esowecke@ci.sandusky.oh.us, with a last day for questions being Thursday, October 27, 2022 at 8:00am.

All private, for-profit, non-profit and public entities shall be eligible to submit Proposals for this work.

The Request for Proposals shall be available upon Thursday, October 13, 2022, and publicized as follows:

- On the City of Sandusky Website at <http://www.cityofsandusky.com>
- Published as Legal Notice in the Sandusky Register October 13 & 20, 2022

The Request for Proposals shall be available upon request in the following formats: hard copy (paper) and electronic email (Adobe Acrobat *.PDF format). The Request for Proposals shall be distributed as requested by the aforementioned eligible Proposer/Contractors. Requests for the Request for Proposals shall be made to the Department of Public Works. All requests shall include the Request for Proposals format preference (hard copy or electronic email), complete contact information of person making the request, including email address and fax number.

The final date and time for inquiries regarding this Request for Proposals shall be Thursday, October 27, 2022 at 8:00am. The City of Sandusky shall issue responses to all inquiries to all entities that have requested or have been sent an original RFP.

The Proposals shall be due no later than Thursday, November 3, 2022 at 1:30pm. Proposals received after that date and time will not be accepted. Cost Proposal packages shall be submitted as outlined in Section VI. Proposal Submittal and Format. The Proposals shall be sent or hand-delivered to:

Aaron Klein, P.E.
c/o Department of Public Works
240 Columbus Ave.
Sandusky, OH 44870
Phone: (419) 627-5829
email: mstookey@ci.sandusky.oh.us

Proposer/Contractor bears total responsibility for ensuring their proposal is complete and arrives on time.

Proposals received by Fax will not be considered.

Proposer/Contractor shall comply with each and every requirement of this RFP to be considered responsive.

The Proposals shall be reviewed by City staff following the Request for Proposals due date and time. The selected finalists shall be established based on the Rating Scale as defined in Section VII. Evaluation of Proposals.

Specific Project Timeline

October 13 & 20, 2022 Advertise in the Sandusky Register that the City of Sandusky is accepting Proposals and the Request for Proposals/Specifications packets are available. Document will be posted on the City's Website at www.cityofsandusky.com.

October 27, 2022 at 8:00 a.m. (EST) Last day to submit questions and clarifications regarding the Request for Proposals for the City of Sandusky Cleaning Services for City Facilities

November 3, 2022 at 1:30 p.m. (EST) Deadline for submittal of Proposals to the City of Sandusky.

December 6 – 11, 2019 Review and evaluate proposals to formulate the top three Proposer/Contractor. Demonstrations may be requested during this time.

December 20, 2019 Agreement will go to City Commission for approval.

III. OVERVIEW

The City of Sandusky desires to contract with a vendor to provide Cleaning Services at the new City Hall, located at 240 Columbus Ave. The vendor shall be a qualified individual or business that meets the minimum specifications set by the City. Questions in reference to proposals shall be directed to Elisabeth Sowecke by email at esowecke@ci.sandusky.oh.us, last day for questions being Thursday, October 27, 2022 at 8:00am.

Proposals shall be delivered to 240 Columbus Ave, Sandusky, Ohio 44870.

The deadline for the submission of Proposals is on Thursday, November 3, 2022 at 1:30pm.

IV. SCOPE OF WORK CLEANING SERVICES AT CITY HALL

A. Delivery Date

The effective date of the agreement shall be January 2, 2023, of which the selected firm shall start services the following day because of the holiday. The length of the agreement shall be for a one-year period, with two (2) one-year options to extend the agreement for services in full or in part.

City normal operating hours are Monday – Friday, 8:00am to 5:00pm, with the buildings being closed to the public on the following holidays; New Year’s Day, Martin Luther King Day, President’s Day, Good Friday (half day), Memorial Day, Independence Day, Labor Day, Voting Day, Veterans Day, Thanksgiving & the day after, Christmas Eve, Christmas Day and (half day)New Year’s Eve.

B. City of Sandusky Obligations

- Have staff available to answer any questions.
- Dispensable items such as toilet tissue, hand towels, liners, hand soap, hand sanitizer, cleaning chemicals, batteries and predesignated equipment to be supplied by the City.
- Provide storage space for the purpose of storing cleaning equipment and supplies, as well as, keys/access cards to facility.
- Other requirements agreed upon in writing by both parties after execution of the contract.

C. Obligation of Vendor

- Vendor is responsible for on-site inspections of all facilities and shall provide sufficient personnel required to satisfactorily accomplish stated tasks, spelled out in Section V. Cleaning Services for the City Hall Specific Conditions.
- The vendor shall be available Monday through Friday, five days a week, with restricted areas being serviced between normal operation hours of 8:00am to 5:00pm, by permission from that City employee.
- Vendor shall be responsible for the replacement cost of any keys/access cards.
- Vendor shall be responsible for time and material costs related to damage to physical property sustained by vendor’s employee (if insurance claim is not desired).

D. Liability and Insurance

Successful respondent shall be required to supply and keep in force during the contract period:

- Comprehensive public liability insurance against any liability for injury or death to persons and/or damage to property occurring in, on or about the premises in the amount of \$1,000,000.00 (combined single limit bodily injury and property damage). Policy shall list the City of Sandusky as an insured.

- Successful respondent shall hold the City of Sandusky harmless against damage done to the equipment, premises, or any municipal facilities due to the operation of the facility or acts of operator's agents or employees.

E. Background Check

Successful respondent may be required to execute the proper authorization allowing the City to perform a complete criminal background check and credit history. This requirement shall be at the sole discretion of the City. At a minimum, the Respondent shall submit a list of five (5) references with contact information that can be checked. All new employees that will be performing work at the facilities shall be subject to this section prior to that individual's commencement.

F. Billing

The Proposer/Contractor shall submit an invoice by the tenth (10th) day of each month. The invoice should reflect the product details billed for. When there is a dispute to the amount owing with respect to any invoice for payment submitted, the amount in dispute shall, at the City's election, remain in or be placed in an interested-bearing account of the City's choice pending resolution of the disagreement. The Proposer/Contractor shall be paid any amounts due that are not in dispute within thirty (30) days from the close of the calendar month in which the invoice is submitted.

SECTION V. CLEANING SERVICES FOR CITY HALL SPECIFIC CONDITIONS

The City of Sandusky is seeking to sign into a one-year agreement with a company to preform cleaning services at the new City Hall located at 240 Columbus Ave, beginning January 2, 2023, with two (2) one-year options to extend the agreement.

The City Hall location consists of;

First Floor

Lobby
Commission Chambers
*Customer Accounting Office**
Building Department
Code Enforcement
Men and Women's Restroom
Common Areas and Stairwells

Second Floor

Main Executive Conference Room
*Human Resource**
Men and Women's Restroom
Common Area w/Service Sink
Common Areas and Stairwells

Third Floor

Public Works Department
w/smaller conference room
*Finance Department**
*Law Department**
City Commission Clerk
Common Areas and Stairwells
Men and Women's Restroom

Fourth Floor

*IT Department***
Planning Department
Fourth Floor Conference Room
City Manager's Office
w/smaller conference room
Common Areas and Stairwells
Men and Women's Restroom

Elevator and Related Areas

**These are restricted areas and shall not be accessed unless directed by staff from those areas, but will require the below tasks.*

*** This is an off limit area and will not require cleaning services.*

All services shall start at 4:00 PM at least 2 days per week. Completion of all services shall be before 6:00 AM.

Tasks at City Hall

At a minimum the City is looking for the following cleaning services to be performed, in addition to requests logged into a services binder that will be located at the front desk;

Standards Daily Services

- Empty all waste and recycling receptacles; replace liner, clean as needed.
- Dust all exposed areas of office equipment, filing cabinet, and furniture (desktop workspace).
- Clean entryway glass.
- Sweep and mop hard surface floor on the first floor, all restrooms, and kitchen/break room areas.
- Sweep and spot mop hard surface flooring on second, third and fourth floor, and all stairwells.
- Vacuum all walk off mats, and all carpet on the first floor.
- Spot vacuum carpet on the second, third and fourth floor.
- Clean, sanitize, and polish all **restrooms** located on the main level, second, third and fourth floors:
 - fixtures; toilet bowls, urinals, hand basins, and dispensers.
 - Clean all back splashes, ledges and countertops.
 - Clean all glass and mirrors.
 - Refill all dispensers to normal limits; toilet tissue, hand towels, liners, hand soap, hand sanitizer. Dispensable items to be supplied by City of Sandusky.
 - Replace batteries in the air fresheners, as needed
- Clean and sanitize **breakroom** located on the Fourth Floor:
 - Sink, countertop, all furniture, cabinet fronts.
 - Clean the exterior of all kitchen appliances.
 - Clean the inside of any microwaves.
 - Spot clean wall areas around waste receptacles and sink area including back splashes.
- Clean and sanitize the **elevator**;
 - Clean all spots and stains on the floor
 - Clean and polish all inside perimeters including jambs, call plates, and elevator tracks removing all fingerprints and smudges
 - Clean and polish elevator door
 - Removal all gum, stains or debris from ceilings and handrails
 - Disinfect all buttons, handrails, emergency phone and security compartments.

Weekly Services

- High dust all horizontal surfaces within reach including molding, wall hangings, shelves, ledges, light fixtures and ceiling vents.
- Low dust all sills, ledges, molding, shelves, heat registers.
- Spot clean finger traffic areas of walls, doors, and doorknobs.

- Vacuum wall to wall on the second, third and fourth floors.
- Sweep and wet mop all hard surface floors on the second, third and fourth floors.
- Clean and sanitize the **interior stairwells**;
 - Vacuum/Sweep Stairwells
 - Mop
 - Wipe fingerprints and smudges off handrails
 - Dust tops of exit signs, corners and doors
 - Clean all enamel and/or tile walls

Quarterly Services

- Clean interior glass as needed.
- Mechanically clean all grouted floors.

Annual Services

- Carpet cleaning

SECTION V. CLEANING SERVICES FOR JUSTICE CENTER SPECIFIC CONDITIONS

The City of Sandusky is seeking to sign into a one-year agreement with a company to preform cleaning services at the new City Hall located at 240 Columbus Ave, beginning January 2, 2023, with two (2) one-year options to extend the agreement.

The Justice Center is currently being renovated through a phased construction approach. Phase I of construction, consisting of the first and second floors on the northern half of the facility (nearest the main parking lot), will be closed to all personnel until approximately July of 2023. Phase 2 of construction, consisting of the first and second floors on the southern half of the facility (nearest Washington Street) and the current public areas on the western side (nearest Meigs), will begin upon completion of Phase I and be completed around December of 2023. All police and court staff will be onsite throughout construction. The cleaning staff and the public will be permitted to enter through the current main entrance off of the northern parking lot throughout 2023. The elevator will be out of service during Phase II but will remain in service during Phase I.

Personnel from the cleaning company will not be permitted within in the construction limits but shall notify the City if an increase of dust is noticed outside of the construction zone during demolition or construction activities.

Areas to be cleaned in the Justice Center are limited to:

Sandusky Police Department

First Floor

Police Lobby
Patrol Room
Records
Common areas
*Weight Room**
Locker Rooms
Men's and Women's Restrooms
Car port*

Second Floor

Common Areas and Stairwells
Police Chief
*Detectives**
Men and Women's Restroom
Administrative Assistant's Office
*Evidence Storage***
*IT services**

Municipal Court

First Floor

Court Room
Judge's Office
Main Lobby
Civil
Probation
Criminal
Elevator
Men's and Women's Restrooms
Common Areas and Stairwells

All services shall be performed between 8:00 AM and 3:00 PM

**These are restricted areas and shall not be accessed unless directed by staff from those areas, but will require the below tasks.*

*** This is an off limit area and will not require cleaning services.*

Tasks at Justice Center

At a minimum the City is looking for the following cleaning services to be performed, in addition to requests logged into a services binder that will be located at the front desk;

Standards Daily Services

- Empty all waste and recycling receptacles; replace liner, clean as needed.
- Dust all exposed areas of office equipment, filing cabinet, and furniture (desktop workspace).
- Sweep and mop hard surface floor on the first floor, all restrooms, and kitchen/break room areas.
- Sweep and mop hard surface flooring on second floor, and all stairwells.
- Spot vacuum all carpets and mats.
- Clean, sanitize, and polish all **restrooms** located on the first and second floors:
 - fixtures; toilet bowls, urinals, hand basins, and dispensers.
 - Clean all back splashes, ledges and countertops.
 - Clean all glass and mirrors.
 - Refill all dispensers to normal limits; toilet tissue, hand towels, liners, hand soap, hand sanitizer. Dispensable items to be supplied by City of Sandusky.
 - Replace batteries in the air fresheners, as needed
- Clean and sanitize **breakroom** located on the Second Floor:
 - Sink, countertop, all furniture, cabinet fronts.
 - Clean the exterior of all kitchen appliances.
 - Clean the inside of any microwaves.
 - Spot clean wall areas around waste receptacles and sink area including back splashes.

Weekly Services

- Low dust all sills, ledges, molding, shelves, heat registers.
- Spot clean finger traffic areas of walls, doors, and doorknobs.
- Vacuum wall to wall all carpet on the first and second floors.
- Sweep and wet mop all hard surface floors on the second, third and fourth floors.
- Clean all glass panels in the lobby area.
- Clean and sanitize the **interior stairwells**;
 - Vacuum/Sweep Stairwells
 - Mop
 - Wipe fingerprints and smudges off handrails
 - Dust tops of exit signs, corners and doors
 - Clean all enamel and/or tile walls

- Clean and sanitize the **elevator**;
 - Clean all spots and stains on the floor
 - Clean and polish all inside perimeters including jambs, call plates, and elevator tracks removing all fingerprints and smudges
 - Clean and polish elevator door
 - Remove all gum, stains or debris from ceilings and handrails
 - Disinfect all buttons, handrails, emergency phone and security compartments.

Quarterly Services

- Clean interior glass as needed.
- Mechanically clean all grouted floors.

Annual Services

- Carpet cleaning

SECTION VI. PROPOSAL SUBMITTAL AND FORMAT

Prepare and submit a narrative response (proposal) to address the items listed below. Responses to the questions should be limited to ten (10) pages. If the Proposer/Contractor is proposing as a team or joint venture, provide the same information for each member of the team or joint venture.

Staffing Plan, describe the staffing plan for providing services, including a weekly staffing schedule which shows how the proposer/contractor plans to provide services and proposed hours of operation. Indicate what the timeframes are for the proposer/contractor to be able to mobilize upon contract award. Provide proposer/contractor standard job description for Shift Supervisor and Janitor positions. In addition, please provide a description and/or colored picture of uniform.

Provide number of full time employees who shall be directly assigned to this service and supply their relevant experience. Provide resume of Superintendent and/or Shift Supervisor showing general qualifications and experience.

Quality Assurance/Quality Control, describe proposer/contractor quality plan to include procedures and personnel utilized for quality control, problem resolution, self-assessment, interaction with the City.

Customer Service Plan, discuss lines of communications and interactions with City staff. State key personnel communication response turn-around time and key personnel janitorial staff communication plan.

Additional Information, provide any additional plans and/or relevant information about the proposer/contractor approach to providing the services.

The Proposals shall be submitted in hard copy. Electronic copies via e-mail or on disk, and in Adobe Acrobat (*.PDF) format) may also accompany, but may not substitute for, the hard copy.

Proposer/Contractor bears total responsibility for ensuring their proposal is complete and arrives on time.

Proposals received by Fax will not be considered.

Proposer/Contractor shall comply with each and every requirement of this RFP to be considered responsive.

All original signatures shall be in BLUE OR BLACK ink. If space provided is insufficient for response, attach additional sheets to the forms, clearly referencing such sheets back to specific points addressed in the forms.

The contents of the Proposals shall not be altered or embellished by any Proposer/Contractor as the same bears on the submission of a full, complete, and responsive Proposal. The City may amend and correct the RFP before Proposals are due.

All Proposals are to be full and complete and reflect the specifications set forth in this RFP, as amended and corrected by the City, and shall include all required plans, programs and policies.

The City reserves the right to reject any or all Proposals, to waive informalities, or to accept any Proposal that is deemed most favorable to the City. The City reserves the right to extend the due date of the RFP should it become in the best interest of the City to do so.

The City reserves the right to reject any Proposal that exceeds the City's ability to fund the project. ***Unit costs are expected to be as low as possible and practical, and to reasonably reflect operating conditions in this part of Ohio.***

Sealed proposals may be withdrawn prior to the opening of the proposals in person by a Proposer/Contractor or his/her authorized representative, by signing a receipt for the proposal.

After the opening of proposals, a Proposer/Contractor may withdraw his/her proposal from consideration in accordance with Ohio Revised Code Section 9.31 if the price bid was substantially lower than other proposals, providing the proposal was submitted in good faith, and was due to a clerical mistake as opposed to a judgment mistake. Notice of a claim of right to withdraw proposal shall be made in writing and filed with the Department of Public Works within two (2) business days after the date of the opening of the proposals.

Sealed Proposals shall be opened publicly at 1:00 p.m. (EST) on Thursday, November 3, 2022, in the Commission Chambers located at City Hall, 240 Columbus Ave, Sandusky, OH 44870.

The contract shall be awarded on the basis of lowest and best proposal as defined by Ohio Revised Code Section 721.15(B) that conforms to the specifications of this Request for Proposals.

The RFP and all proposals, documents and other information, unless confidential, proprietary or a trade secret, concerning the RFP process shall be open to public inspection upon award of a contract. Any requests by Proposer/Contractor for nondisclosure of confidential or proprietary information or trade secrets or assertions by Proposer/Contractor that information in its proposal, or the entire proposal, is confidential, proprietary or a trade secret shall be examined by the City to determine the validity of the request or assertion. Proposer/Contractor requests or assertions shall be in writing. If the parties do not agree, the Proposer/Contractor shall be informed in writing by the City regarding what portions of the proposal shall be disclosed. Proposer/Contractor may withdraw its proposal at any time prior to award of a contract.

Questions, Changes, and Clarifications

To facilitate the clarification of requirements, Proposer/Contractors are requested to submit questions in writing no later than Thursday, October 27, 2022 at 8:00am, to: Elisabeth Sowecke, esowecke@ci.sandusky.oh.us.

If it becomes evident that the Request for Proposals must be amended, the City of Sandusky will issue a formal written amendment to all known prospective Proposer/Contractors.

The Request for Proposals, as amended and corrected, and the Proposals with incident and accompanying Proposals, as amended and corrected, shall constitute the entire agreement between the City and the successful Proposer. There shall be no verbal agreements.

Entire agreement: By submitting a Proposal, the Proposer/Contractor acknowledges that it has read the RFP, understands it, and agrees to be bound by its requirements, terms and conditions.

The City will work with the Proposer/Contractor to develop a simple, mutually-agreeable contract compatible with this RFP. The Proposer/Contractor further agrees that the final contract entered into between the parties shall be, as outlined in this RFP, the complete and exclusive statement of the agreement between the parties and that it shall supersede all Proposals, oral or written, and all other communication between the parties in relation to the subject matter of the contract. The contract may be modified only in writing, signed by the Proposer/Contractor and City. The City reserves the right to disqualify any Proposals that take exception to or limit the rights of the City under the requirements, terms, and conditions of this RFP. Furthermore, by providing the City with a Proposal based on this RFP, the Proposer/Contractor expressly warrants that the Proposer shall fulfill the requirements of this RFP.

The RFP, as amended and corrected, and the Proposal, as amended and corrected, shall constitute the entire agreement between the City and the successful Proposer/Contractor. There shall be no verbal agreements.

The intent of the RFP and the contract stemming therefrom is to include all items necessary for the proper execution and completion of the work by the successful Proposer/Contractor. The entire RFP and the contract stemming therefrom are complementary, and what is required by one shall be as binding as if required by all. Performance by the successful Proposer/Contractor shall be required only to the extent consistent with the RFP and the contract stemming therefrom and those obligations and requirements that may be reasonably inferred from them all as being necessary to produce the intended results.

If a simple, mutually agreeable contract cannot be developed, the City will work with the second ranked Proposer/Contractor to develop a contract.

Legal authority: Each Proposer/Contractor represents that it possesses the legal authority to enter into a contract with the City. The Proposer/Contractor shall certify that pursuant to Ohio Revised Code Section 9.24, no unresolved finding for recovery issued by the auditor of state is pending against it.

VII. EVALUATION OF PROPOSALS

A selection committee will review and analyze each response. The Service Proposals will be opened on November 3rd, and analyzed November 4 – 23, 2022.

A description of the evaluation criteria is below, and explains the basis for rating each Proposal. The Proposals shall be evaluated on a technical basis prior to being evaluated on a cost basis. The most technically qualified Proposer/Contractors shall be evaluated on a cost basis, with a decision on successful Proposer/Contractor being made quickly.

The committee shall select no more than three Proposer/Contractors to demonstrate their products and services if the City deems necessary for demonstrations. Interviews and/or negotiations may be conducted with the top three Proposer/Contractors which meet the minimum requirements, and have the highest evaluation score. If demonstrations are requested, the City shall award a contract to the responsible Proposer/Contractor whose proposal is most advantageous to City of Sandusky Cleaning Services for City Hall with price and other factors considered. In determining which proposal is most advantageous, the City shall award to the Proposer/Contractor whose proposal offers the greatest business value to the City of Sandusky based upon an analysis of a tradeoff of qualitative technical factors and price/cost to derive which proposal represents the “best value” to the City of Sandusky.

Evaluation Procedures:

(A) The Contract will be awarded to the lowest and best Proposer/Contractor as determined in the discretion of the City or all proposals will be rejected in accordance with the following procedures:

1. In determining which Proposer/Contractor is the lowest, the City shall consider the Base Proposal and any Alternate or Alternates which the City determines to accept. Substitutions shall not be considered.
2. The total of the proposals for the accepted Alternate(s) shall be added to or deducted from the Base Bid, as applicable, for the purpose of determining the lowest Proposer/Contractor.

(B) A Proposer/Contractor for a Contract shall be considered responsive if the Proposer/Contractor’s proposal to the Contract Documents in all material respects and contains no irregularities or deviations from the Contract Documents which would affect the amount of the proposal or otherwise give the Proposer/Contractor a competitive advantage.

1. A Proposer/Contractor may be required to furnish samples and a complete statement of the origin, composition and manufacture of any or all materials to be used for the Work. A Proposer/Contractor may be rejected as nonresponsive for failure to provide requested samples or if samples fail to demonstrate that materials are of sufficient quality or fitness for the Work.

2. If the lowest Proposer/Contractor is not responsive, such Proposer/Contractor shall be notified in writing by certified mail of the finding and the reasons for the finding.

(C) In determining whether a Proposer/Contractor is best, factors to be considered will or may include, without limitation:

1. Preferences required by law, where applicable;
2. The financial condition of the Proposer/Contractor;
3. Compliance by the Proposer/Contractor and related Persons with ethics laws;
4. The facilities of the Proposer/Contractor;
5. The experience of the Proposer/Contractor;
6. The conduct and performance of the Proposer/Contractor on previous contracts, which shall include, without limitation, compliance with prevailing wage laws and equal opportunity requirements;
7. The management skills of the Proposer/Contractor;
8. The ability of the Proposer/Contractor to execute the Contract properly;
9. The evaluation of a proposal below the median of other bids.
10. Any additional information requested at the time of submittal Proposals

Written notice of a contract award shall be provided to all Proposers and shall be made available to the public.

(D) The review committee shall obtain from the lowest and best Proposer/Contractor any information the Authorized Representative deems appropriate to the consideration of factors showing that such Proposer/Contractor's proposal is best, including without limitation the following:

1. Overall experience of the Proposer/Contractor, including number of years in business under present and former business names;
2. Brief listing of ongoing and completed public and private service contracts of the Proposer/Contractor in the last three years, including the nature, status and value of each contract and a name, address, and phone number for a representative of the owner of each related project;
3. Complete list of all Subcontractors and Material Suppliers;
4. Current Ohio Workers' Compensation Certificate;

(E) If the lowest responsive Proposer/Contractor is best, the Contract shall be awarded to such Proposer/Contractor unless all bids are rejected.

(F) If the lowest responsive Proposer/Contractor is not best, and all proposals are not rejected, the City shall follow the procedures set forth in subparagraphs (C) above, with each next lowest responsive Proposer/Contractor until the Contract is awarded, all proposals are rejected or all responsive Proposer/Contractors are determined to be not best.

(G) The review committee may obtain the information described in subparagraph (D) from several Proposer/Contractors simultaneously, but shall review each Proposer/Contractor's information separately and not comparatively.

(H) Each Proposer/Contractor shall provide requested information within such time limits as the review committee shall establish.

Rejection of Proposal:

The City reserves the right to reject any and all proposals where the Proposer/Contractor takes exception to the terms and conditions of the RFP or fails to meet the terms and conditions, including but not limited to, standards, specifications, and requirements as specified in the RFP.

The City reserves the right to reject in whole or in part, any and all proposals where the City, taking into consideration factors including but not limited to, price and the results of the evaluation process, has determined that award of a contract would not be in the best interest of the City.

The RFP may be canceled and/or reissued by the City, in whole or in part, when:

1. The supplies and/or services offered are not in compliance with the requirements, specifications, and terms and conditions set forth in the RFP; or
2. Pricing offered is considered to be excessive in comparison with existing market conditions or exceeds the available funds of the City; or
3. It is determined that award of a contract would not be in the best interests of the City.

Written notice of a contract award shall be provided to all Proposers/Contractors and shall be made available to the public.

EVALUATION CRITERIA CLEANING SERVICES AT CITY FACILITIES

Evaluation Factors	Max. Points	Score
Experience, Background Qualification	25	_____
Approach Plan	25	_____
Price	50	_____
TOTAL	100	_____
<hr/>		
Total Possible Points	100	

SECTION VIII. QUALIFICATIONS OF PROPOSER

Proposer/Contractor may be private for-profit corporations, private non-profit corporations, or public bodies. A Proposer/Contractor may be one entity or a group of entities operating as a joint venture or in other appropriate legal form.

Proposer/Contractors shall also discuss their understanding of and ability to:

- a) Establish and maintain an excellent working relationship with the City;
- b) Meet the needs of the City of Sandusky Cleaning Services for City Hall;
- c) Operate efficiently and knowledgeably in the City of Sandusky, Ohio, and service areas, as the service required by the contract necessitates.

The Proposer/Contractors shall demonstrate that their business or organization is financially stable and well managed, and fiscally and technically capable of providing service to the City of Sandusky.

Proposer/Contractors shall state if the organization has ever defaulted on a contract and if there are any legal actions currently against them or anticipated to be against them.

Proposer/Contractors shall state the recent history (within the last three years) of service provided to other similar agencies or large businesses.

Proposer/Contractors shall describe the qualifications of their organization, including proposed project staffing, experience with similar projects, reference contacts, and all brief listing of their top (5) clients over the past three years.

Each Proposer/Contractor shall provide a resume/work history of key personnel who it is anticipated shall be assigned to the City of Sandusky Cleaning Services for City Hall.

Each Proposer/Contractor shall submit a list of references (roughly three or more).

IX. SUBMITTAL FORMS

The following forms must be completed and submitted to be considered responsive for the purposes of this RFP. While it is not necessary to use the forms provided, any substituted or attached additional sheets must contain the requested information and be clearly marked for easy reference by the evaluation committee.

Submittal Checklist

Prior to submitting a proposal, Respondent should use the following checklist to ensure completeness of the submission package.

- _____ Proposal Form & Narrative
- _____ Original proposal in Sealed Envelope
- _____ Organization Description, Experience History and Service References
- _____ Completed "Waiver and Release" regarding Sandusky City Income Taxes
- _____ Proof of Insurability
- _____ Any additional information respondent deems necessary to include that would better enable the City to evaluate his/her proposal

Proposal Form

No alternatives, deletions or additions shall be made of this form as it may render the bid invalid. Alternative proposals can be submitted, where so designated within the bid proposal for review by the City, but of the understanding that the City of Sandusky has sole authority to consider or reject any alternative proposals.

Name of Organization: _____

Business Address: _____

Telephone Number

Other Phone

Other Phone

Fax

Email

Name and Title of Contact Individual for Further Information

Legal Status of Organization: (Check one)

☐ For-profit corporation or joint venture corporation

☐ For-profit partnership or sole proprietorship

☐ Non-profit corporation Public agency Other (identify)

☐ Non-profit corporation Private agency Other (identify)

Attach your proposal with any additional information that was requested or that you feel necessary to help in the City's evaluation of your qualifications and proposed operation of the facilities.

Organization History

Has Respondent, or any officer or partner of respondent, failed to complete a contract?

Yes ____ No ____.

If yes, give details on separate sheet.

Is any litigation pending against Respondent or any officer or partner of Respondent's organization? Yes ____ No ____.

If yes, give details on separate sheet.

Experience History

List three similar contracts which the Respondent Organization has provided service under. Indicate current or recent, along with a contact person and phone number. If no, so state. Attach extra page(s) if necessary.

Municipality

Current or Recent

Contact Person/Phone No.

Waiver and Release Form

In consideration of the review by the City of Sandusky, Ohio, of a contract proposal and bid submitted by the undersigned, and as a condition precedent thereto, the undersigned does hereby authorize and direct the release to administrative officers of the City of any and all information related to the current obligations of the undersigned to the City, including, but not by way of limitation, obligations under the City's income tax, hereby waiving any privilege, statutory or otherwise, as to the same, and releasing the City of Sandusky, Ohio, its officers, agents, and employees from any liability in relation thereto.

BY: _____

DATE: _____

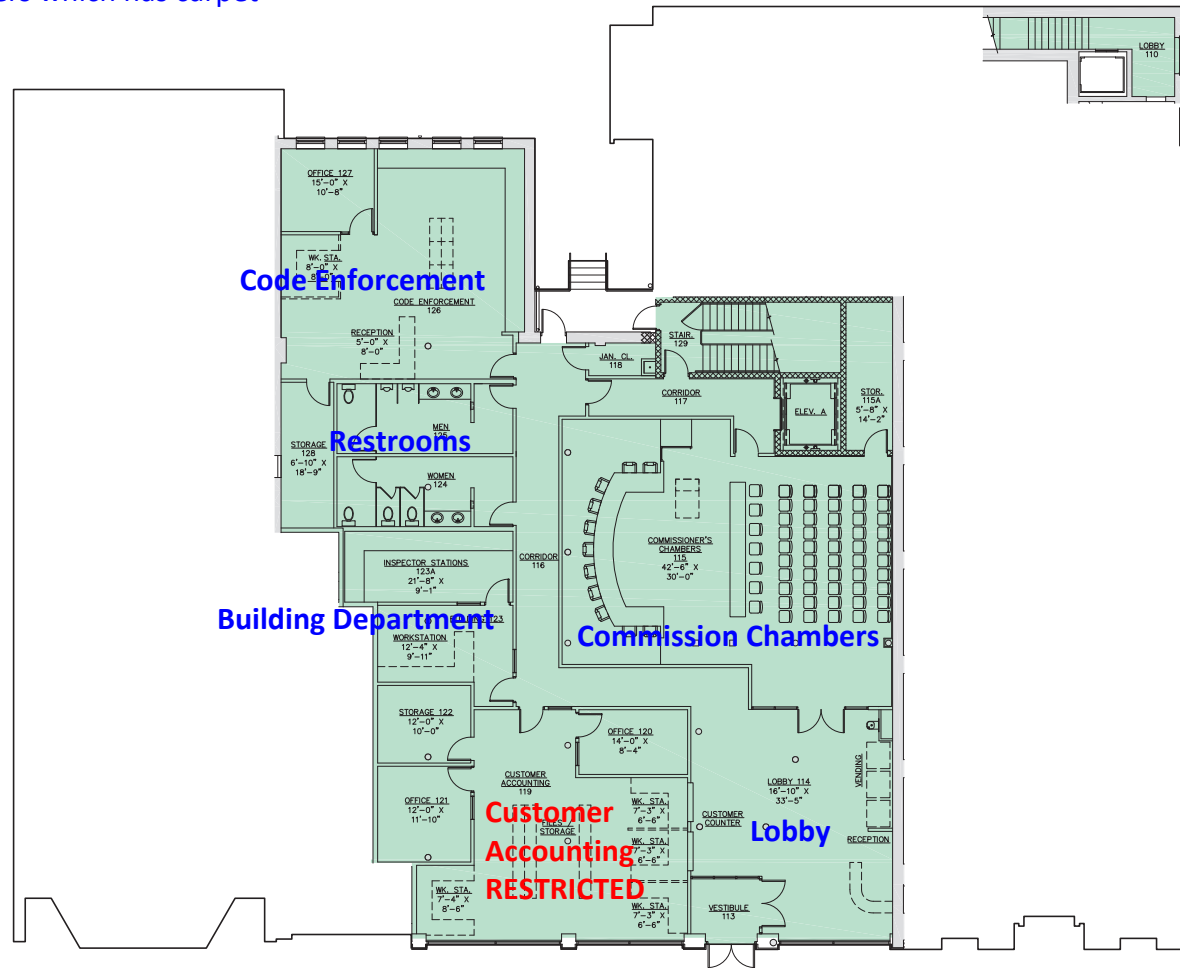
SIGNED IN THE PRESENCE OF:

Proof of Insurability:

Required to supply and keep in force during the contract period:

- Comprehensive public liability insurance against any liability for injury or death to persons and/or damage to property occurring in, on or about the premises in the amount of \$1,000,000.00 (combined single limit bodily injury and property damage). Policy shall list the City of Sandusky as an insured.
- Successful respondent shall hold the City of Sandusky harmless against damage done to the equipment, premises, or any municipal facilities due to the operation of the facility or acts of the operator's agents or employees.

All floors are hard surface flooring, besides the Commission Chambers which has carpet flooring.

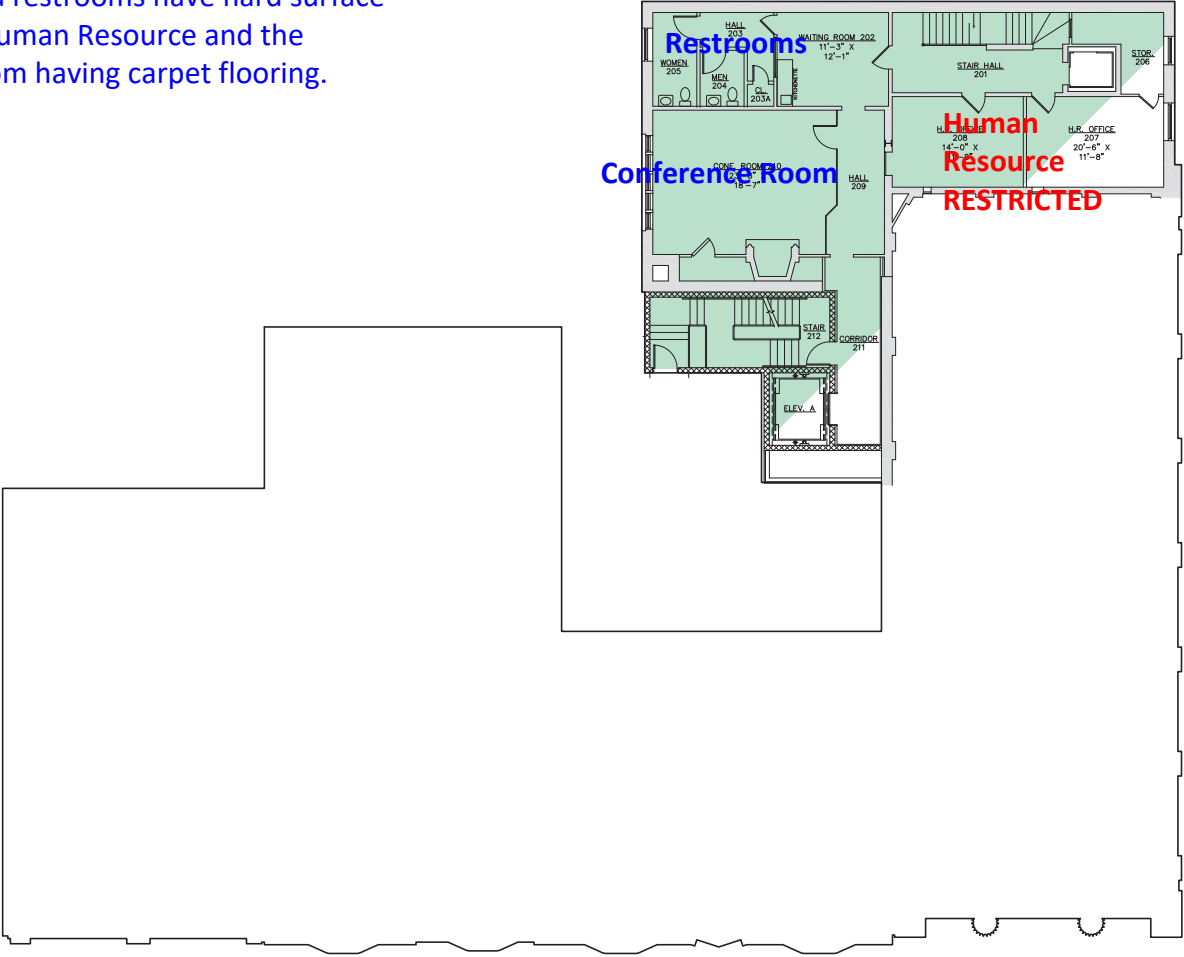


X = Supply Closet

FIRST FLOOR PLAN
0 2 4 8 16
SCALE (IN FEET)



The hallway and restrooms have hard surface flooring, with Human Resource and the Conference Room having carpet flooring.



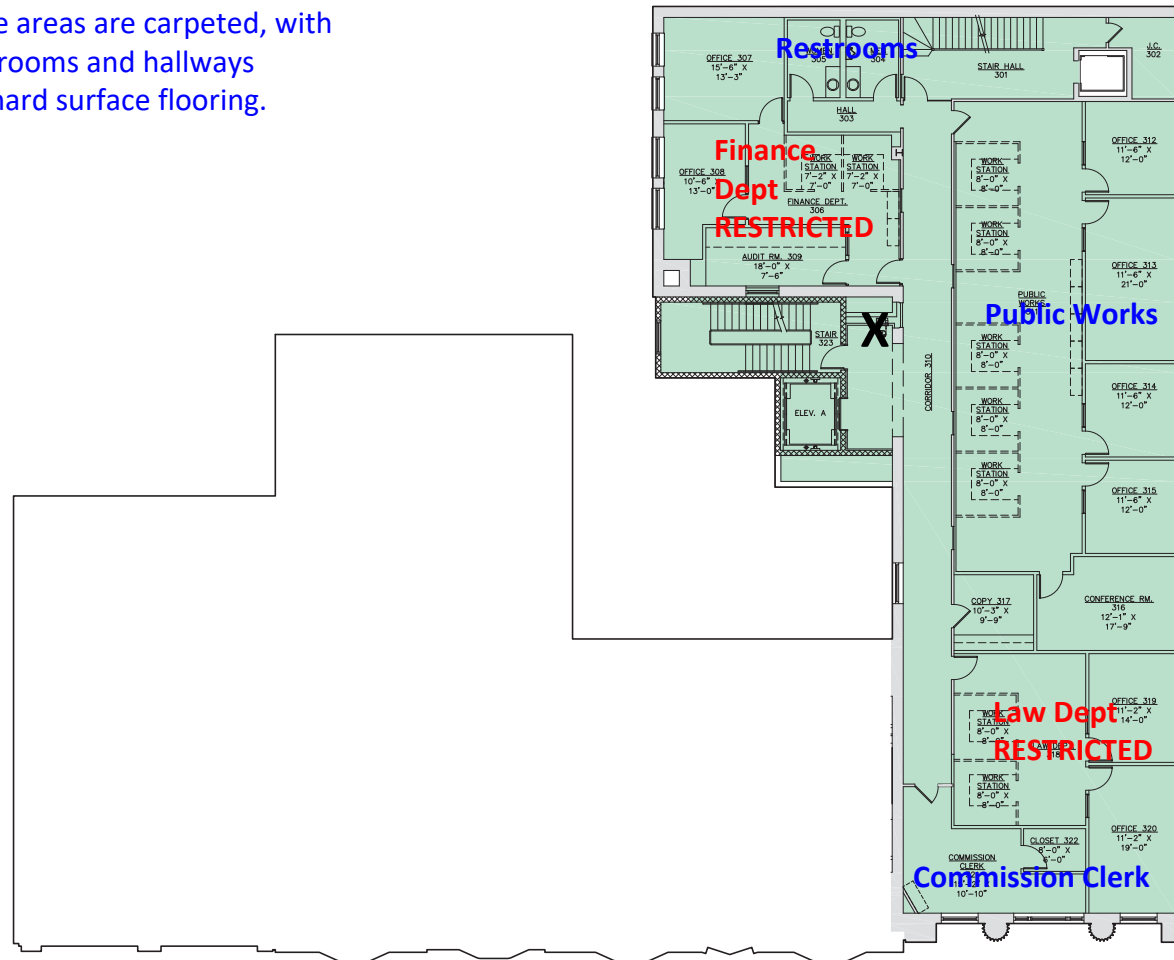
X = Supply Closet

SECOND FLOOR PLAN
0 2 4 8 16
SCALE (IN FEET)

NOTE:
THESE SPACE PLANS REPRESENT A
REVISION TO WHAT WAS SUBMITTED AND
APPROVED BY THE OHIO HISTORIC
PRESERVATION OFFICE (OHPO). THESE
REVISIONS MUST BE RE-SUBMITTED TO
OHPO FOR APPROVAL CONSISTENT WITH
THE REQUIREMENTS OF THE OHIO HISTORIC
PRESERVATION TAX CREDIT PROGRAM. THE
FINAL SPACE PLAN CONFIGURATION IS
CONTINGENT UPON APPROVAL BY OHPO.

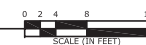


All office areas are carpeted, with the restrooms and hallways having hard surface flooring.



X = Supply Closet

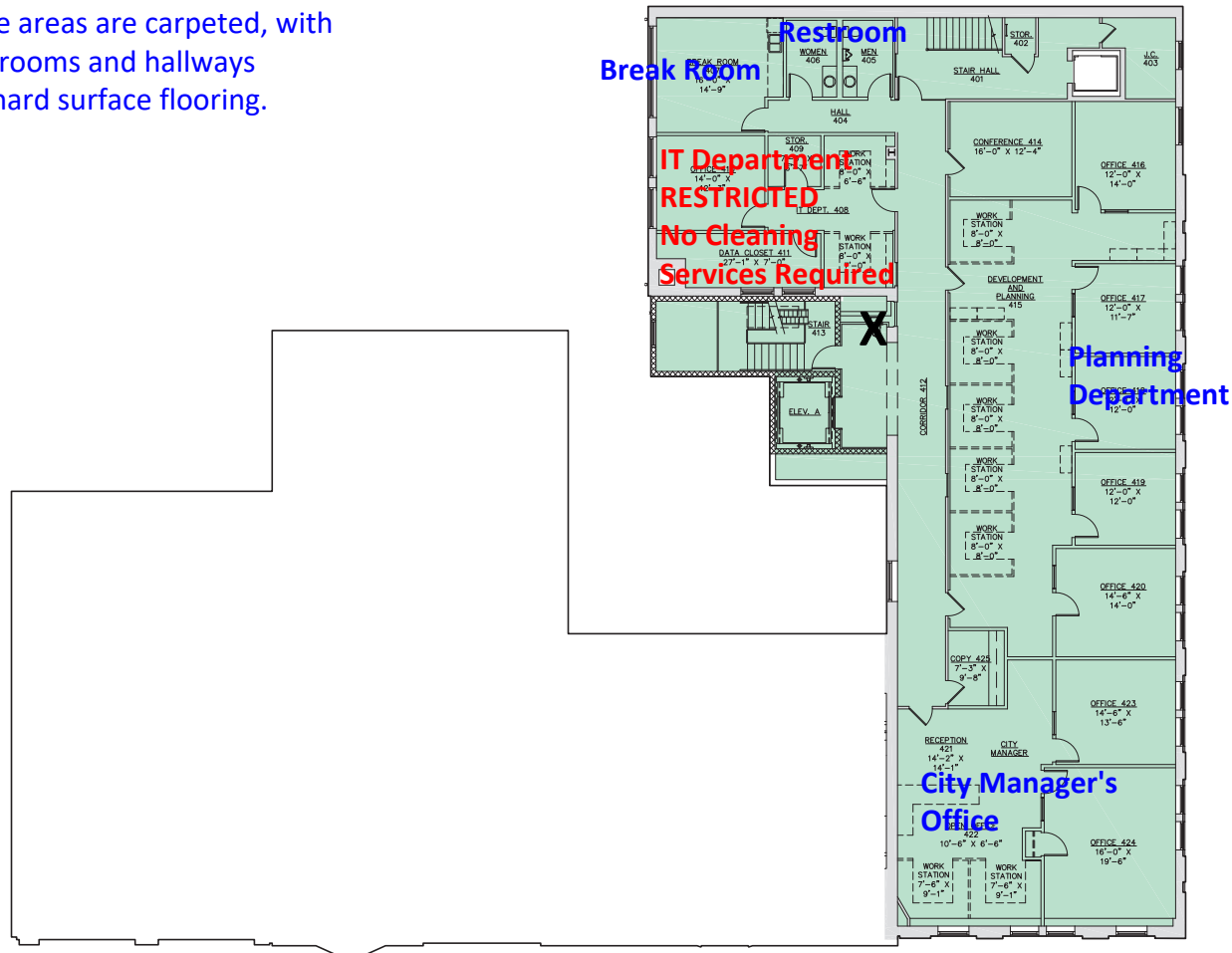
THIRD FLOOR PLAN



NOTE:
THESE SPACE PLANS REPRESENT A REVISION TO WHAT WAS SUBMITTED AND APPROVED BY THE OHIO HISTORIC PRESERVATION OFFICE (OHPO). THESE REVISIONS MUST BE RE-SUBMITTED TO OHPO FOR APPROVAL CONSISTENT WITH THE REQUIREMENTS OF THE OHIO HISTORIC PRESERVATION TAX CREDIT PROGRAM. THE FINAL SPACE PLAN CONFIGURATION IS CONTINGENT UPON APPROVAL BY OHPO.



All office areas are carpeted, with the restrooms and hallways having hard surface flooring.



X = Supply Closet

FOURTH FLOOR PLAN



STATE OF _____ }
COUNTY OF _____ } SS:

(1) The bid to the City of Sandusky, Ohio, submitted by the Bidder on _____ in accordance with the Contract Documents dated _____ (the "Bid") has been prepared by the Bidder without collusion or fraud with any Person.

(3) The Base Bid, any Unit Price and any Alternate bid in the Bid have been arrived at independently without collusion, consultation, communication or agreement, or for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Price or Alternate with any other Bidder.

(5) No attempt has been made or will be made by the Bidder to induce any other Person to submit or not to submit a bid for the purpose of restricting competition.

By: _____
Signature of person authorized to bind
the Bidder

STATE OF _____)
) ss
COUNTY OF _____)

SWORN TO BEFORE ME AND SUBSCRIBED IN MY PRESENCE THIS ____ DAY OF ____
_____, 20 ____.

(seal)

Notary Public

**CITY OF SANDUSKY
BIDDER'S AFFIDAVIT**

PROJECT NAME: _____
CONTRACT: _____

ETHICS CERTIFICATION PURSUANT
TO OHIO REVISED CODE SECTIONS
9.24, 102.03, 102.04 AND 2921.42

[NOTE: THIS AFFIDAVIT IS TO BE REPRODUCED ON THE BIDDER'S LETTERHEAD AND SIGNED BY THE APPROPRIATE SIGNATORY BEFORE A NOTARY PUBLIC. CROSS OUT EITHER PARAGRAPH 2 OR 3, WHICHEVER IS NOT APPLICABLE. IF PARAGRAPH 3 IS NOT CROSSED OUT, EXHIBIT A MUST BE COMPLETED AND ATTACHED TO NAME AND DESCRIBE THE INTERESTS OF ALL RELATED PERSONS.]

DIRECTOR OF ENGINEERING SERVICES
CITY OF SANDUSKY

BIDDER'S NAME

STATE OF _____

COUNTY OF _____ SS:

The undersigned hereby certifies as follows:

1. No unresolved finding for recovery has been issued against the Bidder by the Auditor of State.

2. No official or employee of the City of Sandusky is officer, director, trustee, shareholder, partner, member or owner of the Bidder (each, a "Related Person"), or is a business associate or a member of the family of the Bidder or a Related Person.

3. An official or an employee of the City of Sandusky is an officer, director, trustee, shareholder, partner, member or owner (each, a "Related Person") of the Bidder, or is a business associate or a member of the family of the Bidder or Related Person, but

- a. the subject of the Contract is necessary supplies or services for the City of Sandusky;

{STREET RESURFACING;9}

CITY-BA-1

- b. the supplies or services are unobtainable elsewhere for the same or lower cost, or are being furnished to the City of Sandusky as part of a continuing course of dealing established prior to the Related Person becoming a City official or employee;
- c. the treatment accorded the City of Sandusky is either preferential to or the same as that accorded other customers of the Bidder in similar transactions;
- d. the entire transaction resulting in the Contract has been conducted at arms-length, with full knowledge by the City of the interest of the Related Persons as described in Exhibit A attached hereto; and
- e. the Related Person has taken no part in the deliberations or decision of the City with respect to the Contract.

NAME: _____
(SIGNATURE)

NAME: _____
(PRINTED)

TITLE: _____

STATE OF _____

COUNTY OF _____ SS:

SWORN TO BEFORE ME AND SUBSCRIBED IN MY PRESENCE THIS _____
DAY OF _____, 20_____.

NOTARY PUBLIC

CITY OF SANDUSKY
BIDDER'S AFFIDAVIT
EXHIBIT A

Project Name: _____
Contract: _____
Bidder's Name: _____

Related official/public employee:

Name:

Title/Position:

Relation to Bidder:

**CITY OF SANDUSKY
BIDDER'S AFFIDAVIT #2**

CONTRACT NAME: _____

LOBBYING AND CAMPAIGN
FINANCING CERTIFICATION

DIRECTOR OF ENGINEERING SERVICES
CITY OF SANDUSKY

BIDDER'S NAME

STATE OF _____

COUNTY OF _____ SS:

The undersigned hereby certifies as follows:

1. The Bidder is and will remain in compliance with the requirements of Sections 101.70 and 121.60 *et seq.* of the Ohio Revised Code relating to lobbying.

2. The Bidder is and will remain in compliance with Chapter 3517 of the Ohio Revised Code, Campaign Financing, including that all applicable parties listed in division (I)(3) (with respect to non-corporate entities and labor organizations) or (J)(3) (with respect to corporations) are in full compliance with divisions (I)(1) and (J)(1) of the Ohio Revised Code Section 3517.13.

NAME: _____
(SIGNATURE)

NAME: _____
(PRINTED)

TITLE: _____

STATE OF _____

COUNTY OF _____ SS:

SWORN TO BEFORE ME AND SUBSCRIBED IN MY PRESENCE THIS _____
DAY OF _____, 20_____.

NOTARY PUBLIC

**NOTE: THIS AFFIDAVIT IS TO BE REPRODUCED ON THE BIDDER'S
LETTERHEAD AND SIGNED BY THE APPROPRIATE
SIGNATORY BEFORE A NOTARY PUBLIC.**



Janitorial Cleaning
Commercial Cleaning

Progressive Cleaning Solutions
326 E Market Street
Sandusky, OH 44870
419/216-9440
sales@pcleaningsolutions.net

November 9, 2022

City of Sandusky – City Hall
Aaron Klein, P.E.
240 Columbus Ave.
Sandusky, OH 44870

Dear Mr. Klein:

Thank you for giving **Progressive Cleaning Solutions** the opportunity to submit our Janitorial/Commercial cleaning proposal for your facility.

We invite you to review the contents of our proposal, which is comprised of the following exhibits:

EXHIBIT A – Task Description

EXHIBIT B – References

EXHIBIT C – Cost of Service

If there are any further questions concerning our services, please feel free to contact us at 419-216-9440.

Sincerely,

Cindy Pinkston
Progressive Cleaning Solutions, Inc

EXHIBIT A

CONTRACT SERVICES-TASK DESCRIPTION

City of Sandusky – City Hall
Aaron Klein, P.E.
c/o Department of Public Works
240 Columbus Ave.
Sandusky, OH 44870

AREAS TO BE SERVICED

Offices, conference rooms, lobby, break rooms, restrooms

EXTENT OF SERVICES TO BE PERFORMED

A. DAILY TASKS:

- Empty all waste and recycling receptacles, replace liner, clean as needed.
- Dust all exposed areas of office equipment, filing cabinet, and furniture (desktop workspace).
- Clean entryway glass.
- Clean and sanitize elevator
- Sweep and mop hard surface floor on the first floor, all restrooms, and kitchen/break room areas.
- Sweep and spot mop hard surface flooring on floor 2-4.
- Vacuum all walk off mats, and all carpet on the first floor.
- Spot vacuum carpet on floor 2-4.
- Clean, sanitize, and polish all restrooms:
 - fixtures; toilet bowls, urinals, hand basins, and dispensers.
 - Clean all back splashes, ledges, and countertops.
 - Clean all glass and mirrors.
 - Refill all dispensers to normal limits, toilet tissue, hand towels, liners, hand soap, hand sanitizer. Dispensable items to be supplied by City of Sandusky.
- Clean and sanitize breakrooms:
 - Sink, countertop, all furniture, cabinet fronts.
 - Clean the exterior of all kitchen appliances.
 - Clean the inside of any microwaves.
 - Spot clean wall areas around waste receptacles and sink area including back splashes.

- Clean and sanitize the elevator
 - Clean all spots and stains on floors,
 - Clean and polish doors, jambs, call plates, and elevator tracks.
 - Remove all gum, stains, or debris from ceilings and handrails.
 - Disinfect all buttons, handrails, emergency phone and security compartments.

B. WEEKLY SERVICES:

- High dust all horizontal surfaces within reach including molding, wall hangings, shelves, ledges, light fixtures, and ceiling vents.
- Low dust all sills, ledges, molding, shelves, heat registers.
- Spot clean finger traffic areas of walls, doors, and doorknobs.
- Vacuum wall to wall floors 2-4.
- Sweep, mop and sanitize interior stairwells
 - Handrails, exit signs, all corners, and doors
 - Clean all back splashes, ledges, and countertops.

C. QUARTERLY SERVICES:

- Mechanically clean all grouted floors

D. ANNUAL SERVICES:

Carpet Cleaning

E. GENERAL SERVICES:

- Notify the PCS office or the building contact if they are on-site of any irregularities – defective plumbing, unlocked doors, lights left on, inventory requirements, etc.
- Replace all chairs and tables to proper locations.
- When exiting the building; close all windows, turn off all lights except those to be left on, set alarm (where applicable) and lock all doors.
- On-going cleaning of the janitor closet or supply areas.
- PCS to provide a minimum of monthly inspections.

EXHIBIT B

REFERENCES

FIRELANDS MENTAL HEALTH & RECOVERY SERVICES
KAREN
2020 HAYES AVE.
SANDUSKY, OH. 44870
419-627-5210

MAROUS MANGEMENT SERVICES
Savana Chechak
38119 Stevens Blvd.
Willoughby, Ohio 44094
440-527-8091

OHIO BUSINESS COLLEGE
Jackie Marshall
5205 Timbers Commons Dr.
Sandusky, Ohio 44870
419-627-8345

PREMIERE BANKS
Joe Garza
419-438-4650

BRANSON AIRBNB
Branson Lariscy
210 Camp Street
Sandusky, Ohio 44870
419-606-0850

EXHIBIT C

COST OF SERVICES

The incremental costs of housekeeping, sanitation service and on the job training and supervision are as follows:

ITEM	MONTHLY BILLING	ANNUAL BILLING
Thorough contract cleaning Per attached EXHIBIT A Task Schedule	\$2,886.00	\$34,632

NOTE:

1. Billing is based upon 5 days per week Service.
2. All cleaning equipment, supplies, and expendable items such as hand soap, toilet tissue, hand towels, garbage bags, etc., to be provided by City of Sandusky.
3. The initial billing for services will occur within 15 days after services commence and will be payable within 15 days. All subsequent billing will occur on the first day of each month and will be payable within 30 days.

PERIODICAL SERVICES:

Quarterly – Tile and grout per occurrence

Common Areas	\$1,200.00
1 st Floor offices	\$ 500.00

Annual:

All carpet areas	\$1,264.88
------------------	------------

ADDITIONAL SERVICES:

Additional services such as wall washing, window cleaning, carpet cleaning, and/or hard surface floor care may be scheduled upon request at a predetermined additional cost.



Janitorial Cleaning
Commercial Cleaning

Progressive Cleaning Solutions
326 E Market Street
Sandusky, OH 44870
419/216-9440
sales@pcleaningsolutions.net

November 9, 2022

City of Sandusky Justice Center
Aaron Klein P.E.
222 Meigs Street
Sandusky, OH 44870

Dear Mr. Klein:

Thank you for giving **Progressive Cleaning Solutions** the opportunity to submit our Janitorial/Commercial cleaning proposal for your facility.

We invite you to review the contents of our proposal, which is comprised of the following exhibits:

EXHIBIT A – Task Description

EXHIBIT B – References

EXHIBIT C – Cost of Service

If there are any further questions concerning our services, please feel free to contact us at 419-216-9440.

Sincerely,

Cindy Pinkston
Progressive Cleaning Solutions, Inc

EXHIBIT A

CONTRACT SERVICES-TASK DESCRIPTION

City of Sandusky Justice Center
Aaron Klein P.E.
222 Meigs Street
Sandusky, OH 44870

AREAS TO BE SERVICED

Offices, conference rooms, lobby, break rooms, restrooms

EXTENT OF SERVICES TO BE PERFORMED

A. DAILY TASKS:

- Empty all waste and recycling receptacles, replace liner, clean as needed.
- Dust all exposed areas of office equipment, filing cabinet, and furniture (desktop workspace).
- Clean entryway glass.
- Sweep hard surface floors and spot mop as needed
- Spot vacuum all carpets and mats.
- Clean, sanitize, and polish all restrooms:
 - fixtures; toilet bowls, urinals, hand basins, and dispensers.
 - Clean all back splashes, ledges, and countertops.
 - Clean all glass and mirrors.
 - Refill all dispensers to normal limits, toilet tissue, hand towels, liners, hand soap, hand sanitizer. Dispensable items to be supplied by City of Sandusky.
- Spot clean finger traffic areas of walls, doors, and doorknobs.
- Clean and sanitize breakrooms:
 - Sink, countertop, all furniture, cabinet fronts.
 - Clean the exterior of all kitchen appliances.
 - Clean the inside of any microwaves.
 - Spot clean wall areas around waste receptacles and sink area including back splashes.

B. WEEKLY TASK:

- Low dust all sills, ledges, molding, shelves, heat registers.
- Spot clean finger traffic areas of walls, doors, and doorknobs.
- Vacuum wall to wall all carpet on the first and second floors.
- Sweep and wet mop all hard surface floors.
- Sweep and mop stairwells
 - . Wipe fingerprints and smudges off handrails.
 - . Dust tops of exit signs, corners, and doors.
- Clean and sanitize elevator.
 - . Clean all spots and stains on the floor.
 - . Clean and polish all inside perimeters including jambs, call plates, and elevator tracks removing all fingerprints and smudges.
 - . Clean and polish elevator door.
 - . Remove all gum, stains or debris from ceilings and handrails.
 - . Disinfect all buttons, handrails, emergency phone and security compartments.

C. GENERAL SERVICES:

- Notify the PCS office or the building contact if they are on-site of any irregularities – defective plumbing, unlocked doors, lights left on, inventory requirements, etc.
- Replace all chairs and tables to proper locations.
- When exiting the building; close all windows, turn off all lights except those to be left on, set alarm (where applicable) and lock all doors.
- On-going cleaning of the janitor closet or supply areas.
- PCS to provide a minimum of monthly inspections.

EXHIBIT B

REFERENCES

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MAROUS MANGEMENT SERVICES
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Joe Garza
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BRANSON AIRBNB
Branson Lariscy
210 Camp Street
Sandusky, Ohio 44870
419-606-0850

EXHIBIT C

COST OF SERVICES

The incremental costs of housekeeping, sanitation service and on the job training and supervision are as follows:

ITEM	MONTHLY BILLING	ANNUAL BILLING
Thorough contract cleaning	\$2,123.00	\$25,476.00

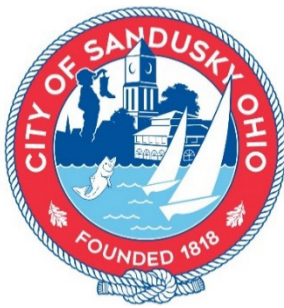
Per attached **EXHIBIT A**
Task Schedule

NOTE:

1. Billing is based upon 5 days per week Service.
2. All cleaning equipment, supplies, and expendable items such as hand soap, toilet tissue, hand towels, garbage bags, etc., to be provided by City of Sandusky.
3. The initial billing for services will occur within 15 days after services commence and will be payable within 15 days. All subsequent billing will occur on the first day of each month and will be payable within 30 days.

ADDITIONAL SERVICES:

Additional services such as wall washing, window cleaning, carpet cleaning, and/or hard surface floor care may be scheduled upon request at a predetermined additional cost.



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Joshua R. Snyder, P.E., Public Works Engineer

Date: November 28, 2022

Subject: **Commission Agenda Item - Change Order 1 & Final for the 2022 Local Street Resurfacing Project**

ITEM FOR CONSIDERATION: Requesting legislation for approval of Change Order 1 and Final for the 2022 Local Street Resurfacing Project.

BACKGROUND INFORMATION: Legislation was unanimously passed at the March 28, 2022, City Commission meeting awarding a construction contract for the 2022 Local Street Resurfacing Project to Precision Paving Inc., of Milan, OH per Ordinance 22-068 in the amount of \$1,794,328.35. This project provided for the asphalt resurfacing of seventy-eight (78) City blocks, or 7.3 miles of local City streets.

The contract is seeing an overall increase of \$139,717.32, as the following items required additional work and/or materials:

- During the contract period, the City Water Distribution Division experienced several high profile water main breaks which required immediate roadway and/or base repairs, adding just over \$75,000 to the original project cost. These areas included a water main break along Cedar Point Drive leading into the park entrance and at the intersection of W Washington and W Market Street, which created extensive damage to the base of the roadway that required immediate repairs.
- During roadway resurfacing, there were many water manholes and sewer catch basins that required repairs that were not initially accounted for during the planning phase of the project. Once the roadway surface was milled down, structures were found to be damaged or cracked beyond repair, requiring a full replacement.
- Along uncurbed streets where the finished edge of the pavement was higher than the adjacent ground, stone "berm" was brought in. The amount of material needed for this was higher than estimated.
- The actual amount of steel castings needed to replace the manholes and catch basins encountered was underestimated, therefore the amount needed for these was higher than estimated.
- In conjunction with Planning Department and through staff recommendation to assist with slowing down traffic and providing additional parking on W Market Street from Decatur to Shelby Street, the roadway received new paint markings with designated parking spots, and bike lanes which narrowed down the drive lanes. A portion of Shelby Street between W Market and W Water Streets was also included in the bike lane additions.

As part of the change order, a time extension was granted to the contractor as streets were added (see above) and there were several supplier issues with steel castings for manholes and catch basins, as well as local asphalt and concrete plants during the course of this project. The original completion date was set for September 2, 2022, and is being presented for approval of November 11, 2022.

BUDGETARY INFORMATION: The original contract with Precision Paving, Inc., was \$1,794,328.35. Change order #1 is an increase of \$139,717.32, increasing the contract total to \$1,934,045.67. The change order amount shall be paid with Sewer Funds in the amount of \$38,014.23 and Water Funds in the amount of \$101,703.09.

	Contract	Actual	Difference
American Rescue Plan Act Stimulus Funds	\$ 1,232,713.02	\$ 1,232,713.02	\$ -
Parking & Admission Tax Funds	\$ 140,000.00	\$ 140,000.00	\$ -
State Gas Tax Funds	\$ 28,000.00	\$ 28,000.00	\$ -
Capital Streets Funds	\$ 60,000.00	\$ 60,000.00	\$ -
Water Funds	\$ 180,102.66	\$ 281,805.75	\$ 101,703.09
Sewer Funds	\$ 153,512.67	\$ 191,526.90	\$ 38,014.23
	\$ 1,794,328.35	\$ 1,934,045.67	\$ 139,717.32

All additional items that were not sewer or water related were paid for using contingency money within the original contract provided by Street capital funds.

ACTION REQUESTED: It is recommended that an ordinance for Change Order #1 and Final for the 2022 Local Street Resurfacing Project with Precision Paving, Inc., of Milan, Ohio for an increase to the contract of \$139,717.32, bringing the total contract price to \$1,934,045.67 be approved and that the necessary legislation be passed under suspension of the rules and in full accordance with Section 14 of the City Charter to make payment to the contractor for work already performed and to close out the completed project.

I concur with this recommendation:

John Orzech
Interim City Manager

Aaron Klein, P.E.
Director

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

CITY OF SANDUSKY, OHIO
DEPARTMENT OF PUBLIC WORKS

Project: 2022 Local Street Resurficing
Construction Work Order No.: 1 & Final

CONTRACT: 2983
ORDINANCE NO. 22-068


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

STREET OR LOCATON OF WORK: Roadway Resurfacing Throughout the City of Sandusky
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	103.05	1	1	0.00	LS	BONDING/INS.	\$7,000.00	\$7,000.00	\$7,000.00	\$ -
2	624	1	1	0.00	LS	MOBILIZATION	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
3	254	65,928	61,738.07	-4,189.93	SY	PAVEMENT PLANING @ 60%	\$ 2.00	\$ 131,856.00	\$ 123,476.14	\$ (8,379.86)
4	441	5,870	6,399.43	529.43	CY	448 ASPHALTIC CONCRETE - 1.5"	\$ 175.00	\$ 1,027,250.00	\$ 1,119,900.26	\$ 92,650.26
5	407	14,087	9,500.44	-4,586.56	GAL	TACK	\$ 2.50	\$ 35,217.50	\$ 23,751.10	\$ (11,466.40)
6	611	156	241.00	85.00	EACH	MH/CB ADJUST	\$ 1,100.00	\$ 171,600.00	\$ 265,100.00	\$ 93,500.00
7	611	1	0.89	-0.11	AL	MH FRAME STEEL	\$ 50,000.00	\$ 50,000.00	\$ 44,485.26	\$ (5,514.74)
8	611	1	1.46	0.46	AL	CB FRAME STEEL	\$ 10,000.00	\$ 10,000.00	\$ 14,600.12	\$ 4,600.12
9	611	1	1.52	0.52	AL	MH LID STEEL	\$ 20,000.00	\$ 20,000.00	\$ 30,376.83	\$ 10,376.83
10	611	1	1.70	0.70	AL	CB GRATE STEEL	\$ 5,000.00	\$ 5,000.00	\$ 8,479.18	\$ 3,479.18
11	611	156	75.00	-81.00	EACH	MB/WV ADJUST	\$ 225.00	\$ 35,100.00	\$ 16,875.00	\$ (18,225.00)
12	632	8	2.00	-6.00	EACH	TRAFFIC LOOP REPLACEMENT	\$ 1,400.00	\$ 11,200.00	\$ 2,800.00	\$ (8,400.00)
13	251	4,395	3,257.81	-1,137.19	SY	PARTIAL DEPTH (<3") REPAIR (~4%)	\$ 8.00	\$ 35,160.00	\$ 26,062.48	\$ (9,097.52)
14	253	2,198	58.50	-2,139.50	SY	FULL DEPTH (>3") REPAIR (~2%)	\$ 25.00	\$ 54,950.00	\$ 1,462.50	\$ (53,487.50)
15	705.04	4,056	4,056.00	0.00	LF	CRACK SEALER	\$ 2.25	\$ 9,126.00	\$ 9,126.00	\$ -
16	614	1	1.00	0.00	LS	MAINTENANCE OF TRAFFIC	\$ 17,750.00	\$ 17,750.00	\$ 17,750.00	\$ -
17	644	2	0.89	-1.11	MILE	CENTERLINE MARKINGS	\$ 6,250.00	\$ 12,500.00	\$ 5,562.50	\$ (6,937.50)
18	644	2,028	3,950.00	1,922.00	LF	STOP LINES	\$ 7.65	\$ 15,514.20	\$ 30,217.50	\$ 14,703.30
19	SPEC 1	26,761	26,761.00	0.00	SY	CONC. OVERLAY TREATMENT	\$ 2.65	\$ 70,916.65	\$ 70,916.65	\$ -
20	SPEC 2	1,200	1,350.00	150.00	SY	STABILIZED BERM	\$ 11.50	\$ 13,800.00	\$ 15,525.00	\$ 1,725.00
21	SPEC 3	1	0.00	-1.00	LS	CONTINGENCY	\$ 50,388.00	\$ 50,388.00	\$ -	\$ (50,388.00)
Additional Work Activity										
22	644		1,276.00	0.00	LF	PARKING STALL LINES, 4"	\$ 2.30		\$ 2,934.80	\$ 2,934.80
23	642		1.56	0.00	MILE	EDGE LINE, 4"	\$ 920.00		\$ 1,435.20	\$ 1,435.20
24	642		30.00	0.00	EACH	BIKE SYMBOLS	\$ 115.00		\$ 3,450.00	\$ 3,450.00
25	CO #1		1.00	0.00	LS	W. MARKET & SHELBY STREET INTERSECTION REPAIR WORK	\$ 66,998.19		\$ 66,998.19	\$ 66,998.19
26	CO #2		1.00	0.00	LS	CP CAUSEWAY ROADWAY REPAIRS ON 10/20	\$ 9,397.06		\$ 9,397.06	\$ 9,397.06
27	452		39.45	0.00	SF	CONCRETE PAVEMENT REPAIR ON E. FARWELL	\$ 22.00		\$ 867.90	\$ 867.90
28	452		168.00	0.00	SF	REMOVE AND REPLACE CONCRETE APRON AT 202 40TH & 518 50TH	\$ 22.00		\$ 3,696.00	\$ 3,696.00
29	611		1.00	0.00	EACH	CB RECONSTRUCT TO GRADE	\$ 1,800.00		\$ 1,800.00	\$ 1,800.00
Completion date extension from September 2, 2022 to new completion date of November 11, 2022, due to asphalt plants material availability.										

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

Total Difference \$ 139,717.32

Accepted:  Date: 11/29, 2022
Contractor
Accepted: _____ Date: _____, 2022
Public Works Engineer

Original Contract Price = \$ 1,794,328.35
Contract Price after CO1 = \$ 1,934,045.67
% Increase = 7.8%
Original Budget/Estimate = \$ 1,794,328.35
% Increase = 7.8%

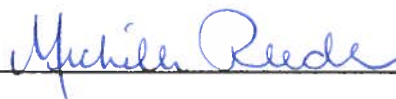
CERTIFICATE OF FUNDS

In the Matter of: Precision Paving Street Resurfacing

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

Account #612-5700-55990, 613-5700-55990

By: _____



Michelle Reeder

Finance Director

Dated: 12/9/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO APPROVE THE FIRST & FINAL CHANGE ORDER FOR WORK PERFORMED BY PRECISION PAVING, INC. OF MILAN, OHIO, FOR THE 2022 LOCAL STREET RESURFACING PROJECT IN THE AMOUNT OF \$139,717.32; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the 2022 Local Street Resurfacing Project involved the resurfacing with asphalt overlay of many of the worst asphalt street segments in the City, encompassing 78 street segments totaling over 7.3 miles of road; and

WHEREAS, this City Commission declared the necessity to proceed with the proposed 2022 Local Street Resurfacing Project by Resolution No. 014-22R, passed on February 14, 2022; and

WHEREAS, the City Commission approved the awarding of the contract to Precision Paving, Inc. of Milan, Ohio, for work to be performed for the 2022 Local Street Resurfacing Project by Ordinance No. 22-068, passed on March 28, 2022; and

WHEREAS, this First & Final Change Order reflects additional work performed and materials needed during the contract period and includes immediate roadway and/or base repairs due to several high profile water main breaks, manholes and sewer catch basins not initially accounted for during the planning phase, additional stone, new paint markings for parking and bike lanes, and also includes an extension to the completion date from September 2, 2022 to November 11, 2022, due to the additional work and supplier issues with steel castings as well as local asphalt and concrete plants during the course of the project; and

WHEREAS, the original contract with Precision Paving, Inc. of Milan, Ohio, was \$1,794,328.35, which included a \$50,388.00 contingency amount, and with the addition of this First & Final Change Order in the amount of \$139,717.32, the final contract cost is \$1,934,045.67 and will be paid as follows:

	Contract	Actual	Difference
American Rescue Plan Act Stimulus Funds	\$ 1,232,713.02	\$ 1,232,713.02	\$ -
Parking & Admission Tax Funds	\$ 140,000.00	\$ 140,000.00	\$ -
State Gas Tax Funds	\$ 28,000.00	\$ 28,000.00	\$ -
Capital Streets Funds	\$ 60,000.00	\$ 60,000.00	\$ -
Water Funds	\$ 180,102.66	\$ 281,805.75	\$ 101,703.09
Sewer Funds	\$ 153,512.67	\$ 191,526.90	\$ 38,014.23
	\$ 1,794,328.35	\$ 1,934,045.67	\$ 139,717.32

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 the contractor for work already performed and items already installed in the field 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 2022 Local Street Resurfacing Project in an amount **not to exceed** One Hundred Thirty Nine Thousand Seven Hundred Seventeen and 32/100 Dollars (\$139,717.32) resulting in the final contract cost of One Million Nine Hundred Thirty Four Thousand Forty Five and 67/100 Dollars (\$1,934,045.67) with Precision Paving, Inc. of Milan, Ohio, and to extend the completion date from September 2, 2022, to November 11, 2022.

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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5829
www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Scott Kromer, Streets & Utilities Superintendent

Date: November 28, 2022

Subject: Commission Agenda Item – Purchase of a Used Vibratory Roller to be used by Streets & Traffic Division

ITEM FOR CONSIDERATION: Legislation to purchase one (1) used vibratory roller at a public auction site, such as Gov Deals or Government Services Administration (GSA), for the Streets & Traffic Division to be used for utility trench repairs, small sections of street and public parking lots, in an amount not to exceed \$35,000.00.

BACKGROUND INFORMATION: For the past several years the Streets & Traffic Division have performed several in-house resurfacing projects. To perform this work staff uses a 1991 Rosco Compac-460 piece of equipment to roll the pavement using static weight. The vibratory roller is an industry standard that is used for efficient compaction during asphalt paving. The new vibratory roller can also be used as a static roller when needed by switching the vibrator drum off. For this reason staff has added this to the vehicle and equipment replacement list for 2022.

While researching products and pricing the option of buying a gently used one for roughly half the price of what a brand new one would cost was considered.

In order to purchase the roller at auction, the Fleet Maintenance Chief Foreman needs authorization to purchase the roller if the City becomes the winning bidder. Pursuant to the Ohio Revised Code, used equipment can be purchased at public auction obviating the need for formal competitive bidding and advertising.

It has been determined that it's necessary to replace the static roller with a newer, used model, vibratory roller. It has been determined by the Fleet Maintenance Chief Foreman that the static roller is of no use to the City and that the item should be declared unnecessary, and unfit for City use. It is requested that the roller be sold on GovDeals, an internet auction site for government entities.

BUDGETARY INFORMATION: The cost for the new vibratory roller will not exceed \$35,000.00 and will be paid from Capital Issue 8 funds. A new model is estimated at \$50,000 to \$60,000.

ACTION REQUESTED: It is recommended that proper legislation be prepared purchasing a gently used Vibratory Roller, in an amount not to exceed of \$35,000.00. It is further requested that this legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to allow the Fleet Maintenance Chief foreman to locate and purchase a vibratory roller by public auction and place in service at the earliest opportunity.

I concur with this recommendation:

John Orzech
Interim City Manager

Aaron Klein
Director of Public Works

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

CERTIFICATE OF FUNDS

In the Matter of: Used Vibratory Roller

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

Account #431-6200-55300

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE DECLARING A 1991 ROSCO COMPAC-460 STATIC ROLLER AS UNNECESSARY AND UNFIT FOR CITY USE PURSUANT TO SECTION 25 OF THE CITY CHARTER; AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE PURCHASE OF A USED VIBRATORY ROLLER AT PUBLIC AUCTION FOR THE STREETS & TRAFFIC DIVISION AT AN AMOUNT NOT TO EXCEED \$35,000.00; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Fleet Maintenance Chief Foreman has determined that the 1991 Rosco Compac-460 Static Roller, Serial No. 31964, used by the Streets & Traffic Division for pavement rolling using static weight, is no longer of any use to the City and Staff is recommending this roller be declared obsolete, unnecessary and unfit for City use and be auctioned on the internet with the proceeds from the sale being deposited in the Issue 8 Capital Fund for Vehicles, Facilities & Equipment; and

WHEREAS, it is recommended to replace the static roller with a vibratory roller, which is an industry standard used for efficient compaction during asphalt paving, to be used for utility trench repairs, small sections of streets and public parking lots, and can also be used as a static roller when necessary; and

WHEREAS, pursuant to Section 735.052 of the Ohio Revised Code, used equipment can be purchased at public auction obviating the need for formal competitive bidding and advertising; and

WHEREAS, this City Commission authorizes the City Manager and/or Fleet Maintenance Chief Foreman to place a bid for the purchase of a used vibratory roller at an amount not to exceed \$35,000.00 for the Streets & Traffic Division; and

WHEREAS, the purchase price for the vibratory roller, if awarded, will be paid with Issue 8 funds from the Capital 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 allow the Fleet Maintenance Chief Foreman to locate and purchase a vibratory roller by public auction and place in service at the earliest opportunity; 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 Division of Streets & Traffic, 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 finds and determines that the 1991 Rosco Compac-460 Static Roller, Serial No. 31964, is unnecessary and unfit for City use pursuant to Section 25 of the City Charter and the City Manager is authorized and directed to dispose of this personal property no longer needed for City purposes through public auction, sale process, or internet auction with the proceeds from sale to be deposited into the Issue 8 Capital Fund for Vehicles, Facilities & Equipment.

Section 2. This City Commission authorizes and directs the City Manager, or his designee, to purchase used equipment at public auction and enter into a contract for the purchase of a used vibratory roller for the Streets & Traffic Division, should the City become the winning bidder, and authorizes and directs the Finance Manager to expend funds for the purchase of the used vibratory roller at an amount **not to exceed** Thirty Five Thousand and 00/100 Dollars (\$35,000.00).

Section 3. 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 4. 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 5. 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:

CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF PUBLIC WORKS

240 Columbus Avenue

Sandusky, Ohio 44870

419.627.5829

www.cityofsandusky.com

To: John Orzech, Interim City Manager

From: Scott Kromer, Streets & Utilities Superintendent

Date: November 29, 2022

Subject: Commission Agenda Item – Purchase a 2024 Freightliner M2 106 Vehicle for the Sewer Maintenance Division

ITEM FOR CONSIDERATION: Legislation authorizing the purchase of a 2024 Freightliner M2 106 2 Ton Truck from Valley Freightliner, Sterling, and Western Star, Inc. of Parma, Ohio through the State of Ohio Department of Transportation Cooperative Purchasing Program, Contract Number 118-22.

BACKGROUND INFORMATION: The above listed truck is available for a purchase price of \$97,549 from Valley Truck Centers of Cleveland, Ohio through the State of Ohio Department of Transportation Cooperative Purchasing Program, Contract Number 118-22.

The truck will be used for the maintenance and repairs of the sewer collection system throughout the City, as well as, used for the hauling of the spoils to the county landfill from the cleaning of the sewer collection system and the removal of the grit and grease during the Wastewater Treatment Plant process.

The Sewer Maintenance Division currently has a 2017 Freightliner M2 106 truck that the Fleet Maintenance Chief Foreman is recommending be kept and transferred to the Streets & Traffic division for snow removal, leaf collection and road construction.

BUDGETARY INFORMATION: The total cost for one (1) 2024 Freightliner M2 106 2 Ton Truck shall not exceed \$97,549.00 and will be paid from Sewer Capital Funds.

ACTION REQUESTED: It is recommended that proper legislation be prepared to purchase a 2024 Freightliner M2 106 2 Ton Truck from Valley Freightliner, Inc. of Parma, Ohio through the State of Ohio Department of Transportation Cooperative Purchasing Program, Contract Number 118-22, in an amount not to exceed \$97,549.00 be approved and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter to allow for the order to be placed immediately, as production orders for the 2024 models are due before the end of 2022.

I concur with this recommendation:

John Orzech
Interim City Manager

Aaron M. Klein
Director

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



CERTIFICATE OF FUNDS

In the Matter of: 2024 Freightliner- Sewer Maintenance

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

Account #613-5440-54090

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A 2024 FREIGHTLINER M2 106 2-TON TRUCK FROM VALLEY FREIGHTLINER, STERLING, AND WESTERN STAR, INC. OF PARMA, OHIO, THROUGH THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION COOPERATIVE PURCHASING PROGRAM FOR THE SEWER MAINTENANCE DIVISION; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the City Commission authorized the City's participation in the Ohio Department of Transportation's Cooperative Purchasing Program by Ordinance No. 18-162, passed on August 27, 2018, which is on file with the Ohio Department of Transportation as a requirement of the City's participation in the program; and

WHEREAS, the Sewer Maintenance Division currently uses a 2017 M2 106 Truck for the maintenance and repairs of the sewer collection system throughout the City, as well as hauling decomposed materials from cleaning the sewer collection system and removal of grit and grease during the Wastewater Treatment Plant process to the County landfill; and

WHEREAS, it is recommended to replace the 2017 M2 106 Truck with a 2024 Freightliner M2 106 2-Ton Truck which is available from Valley Freightliner, Sterling, and Western Star, Inc. of Parma, Ohio, through the State of Ohio Department of Transportation 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 any further bidding process; and

WHEREAS, the Fleet Maintenance Chief Foreman is recommending the 2017 M2 106 Truck be retained and transferred to the Streets & Traffic Division for snow removal, leaf collection and road construction; and

WHEREAS, the total cost for the purchase of the 2024 Freightliner M2 106 2-ton Truck is \$97,549.00 and will be paid with Sewer Capital 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 allow the order for the truck to be placed immediately as production orders for the 2024 models are due before the end of 2022; 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 Sewer Maintenance Division, 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 2024 Freightliner M2 106 2-Ton Truck from Valley Freightliner, Sterling, and Western Star, Inc. of Parma, Ohio, through the State of Ohio Department of Transportation Cooperative Purchasing Program, Contract #118-22, at an amount **not to exceed** Ninety Seven Thousand Five Hundred Forty Nine and 00/100 Dollars (\$97,549.00).

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

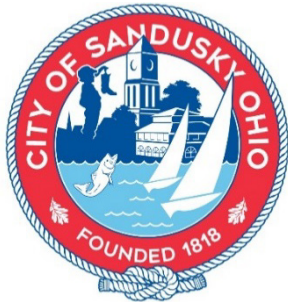
Section 3. This Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



DEPARTMENT OF COMMUNITY DEVELOPMENT

240 Columbus Avenue
Sandusky, Ohio 44870
419.627.5730
www.ci.sandusky.oh.us

To: John Orzech, Interim City Manager
From: Nicole Grohe, Community Development Program Administrator
Date: December 2nd, 2022
Subject: Commission Agenda Item –Demolition Project #4 Contract

Item for Consideration: Ordinance authorizing and directing the City Manager to enter into a contract for the CDBG FY21–Demolition Project #4, involving asbestos abatement and demolition of two properties.

Background Information: On September 12th, 2022, City Commission approved Resolution No. 049-22R which directed the City Manager to advertise and receive bids for the demolition and asbestos abatement of four structures located at 1817 Pierce St, 521 Perry Street, 736 E. Park Street, and 1922 Clay St. (garage only). Prior to bidding, 736 E. Park St. and 521 Perry St were removed from the project for further review and will not be demolished at this time.

Results of the bids, opened on December 1st, 2022 were as follows:

Ed Burdue & Company	Sandusky, OH	\$23,500
ADT Construction	Vermilion, OH	\$53,850

ED Burdue & Company was determined to be the lowest and best bid.

Budgetary Information: The total cost for the asbestos abatement and demolition is \$23,500 and will be paid with FY21 Community Development Block Grant Funds. Liens will be placed on the properties for the total cost of the asbestos abatement and demolition.

Action Requested: It is requested that the proper legislation be approved to permit the City Manager to enter into a contract with Ed Burdue & Company for asbestos abatement and demolition of two properties and that legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to move forward with the project and to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky.

Nicole Grohe

Community Development Program Administrator

I concur with this recommendation:

Jonathan Holody

Director of Community Development

John Orzech

Interim City Manager

cc: Brendan Heil, Law Director
 Michelle Reeder, Finance Director
 Cathy Myers, Clerk of City Commission

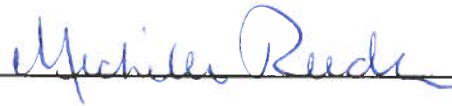
CERTIFICATE OF FUNDS

In the Matter of: CDBG Demo Award Project #4

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

Account #241-4447-53000

By: _____



Michelle Reeder

Finance Director

Dated: 12/7/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ED BURDUE & COMPANY OF SANDUSKY, OHIO, FOR THE CDBG FY21 DEMOLITION PROJECT #4; 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 for the City to proceed with the proposed CDBG FY21 Demolition Project #4 by Resolution No. 049-22R, passed on September 12, 2022; and

WHEREAS, the original proposed CDBG FY21 Demolition Project #4 involved the asbestos abatement and demolition of four (4) residential properties located at 1817 Pierce Street, 521 Perry Street, 736 E. Park Street, and 1922 Clay Street (garage only) and were ordered for demolition by the City's Housing Appeals Board; and

WHEREAS, prior to bidding, the 521 Perry Street and 736 E. Park Street properties were removed from the project for further review and will not be demolished at this time; and

WHEREAS, the modified CDBG FY21 Demolition Project #4 involves the asbestos abatement and demolition of two (2) residential properties located at 1817 Pierce Street and 1922 Clay Street (garage only) and were ordered for demolition by the City's Housing Appeals Board; and

WHEREAS, upon competitive bidding as required by law two (2) appropriate bids were received and the bid from Ed Burdue & Company of Sandusky, Ohio, was determined to be the lowest and best bid; and

WHEREAS, the total cost for the asbestos abatement and demolition is \$23,500.00 and will be paid with FY21 Community Development Block Grant (CDBG) funds and subsequently all costs related to the demolition and asbestos abatement of the private properties will be charged to the owners and assessed to the property; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to move forward with the project and to continue to implement the City's efforts towards blight elimination in the interest of the health and safety and general welfare of the citizens of Sandusky; 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 Planning, 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 Ed Burdue & Company of Sandusky, Ohio, for the CDBG FY21 Demolition Project #4, in an amount **not to exceed** Twenty Three Thousand Five Hundred and 00/100 Dollars (\$23,500.00) consistent with the bid submitted by Ed Burdue & Company of Sandusky, 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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022



CITY OF SANDUSKY POLICE DEPARTMENT

222 Meigs Street
Sandusky, Ohio 44870
419.627.5863
www.cityofsandusky.com

TO: John Orzech, Interim City Manager

FROM: Jared Oliver, Police Chief
Mario D'Amico, Fire Chief

DATE: December 2, 2022

RE: Commission Agenda Item

ITEM FOR CONSIDERATION: Legislation authorizing the City Manager to enter into an agreement between the City of Sandusky and the Erie County Sheriff's Office for the Provision of Dispatching Services for the City of Sandusky Police, Fire, and Service Departments commencing on January 1, 2023, through December 31, 2023.

BACKGROUND INFORMATION: Since 2007, the City of Sandusky has researched and studied the concept of public safety regional communications. Through the development of a regional communications ad-hoc committee and their recommendations, the City of Sandusky co-located its public safety dispatch services in 2009 with the Erie County Sheriff's Office. This co-location was undertaken with the understanding that a plan for regional communications would develop over the next two years. In 2011, plans were developed to bring Sandusky Public Safety Dispatchers under the employment and supervision of the Erie County Sheriff's Office in 2012. The Erie County Sheriff's Office has been providing dispatch services from 2012 to present.

BUDGETARY INFORMATION: The city agrees to reimburse the Erie County Sheriff's Department in 2023 for the dispatching services at an amount not to exceed **\$312,479.10** which **\$156,239.55 (50%)** will be taken from the 2023 Fire Department Proposed Budget (110-1310-53001 at 22% and 431-1330-53001 at 28%) and **\$156,239.55 (50%)** will be taken from the 2023 Police Department Proposed Budget, (110-1020-53001).

ACTION REQUESTED: It is requested that the proper legislation be prepared authorizing the City Manager to enter into an agreement with the Erie County Sheriff's Office for the Provision of Dispatching Services for the City of Sandusky, Police, Fire, and Service Departments. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter in order to immediately execute the contract and allow for continued services through calendar year 2023 as the contract expires on December 31, 2022.

Approved:

I concur with this recommendation:

Jared Oliver, Police Chief

John Orzech, Interim City Manager

Mario D'Amico, Fire Chief

Cc: Michelle Reeder, Finance Director
Brendan Heil, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Erie County Dispatch Contract

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

Account #110-1020-53001, 110-1310-53001, 431-1330-53001

By: _____



Michelle Reeder

Finance Director

Dated: 12/9/2022

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE ERIE COUNTY SHERIFF FOR THE PROVISION OF PUBLIC SAFETY DISPATCHING SERVICES FOR THE CITY OF SANDUSKY POLICE, FIRE AND SERVICE DEPARTMENTS COMMENCING ON JANUARY 1, 2023, THROUGH DECEMBER 31, 2023; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, in 2007, the City of Sandusky began researching and studying the concept of public safety regional communications and upon the development and recommendation of a regional communications adhoc committee, the City co-located its public safety dispatch services to the Erie County Sheriff's Office in 2009; and

WHEREAS, the co-location was undertaken with the understanding that a plan would be developed for regional communications over the next two years and in 2011 plans were developed to bring the Sandusky Public Safety Dispatchers under the employment and supervision of the Erie County Sheriff's Office and subsequently, the Erie County Sheriff's Office has provided these dispatching services since 2012 to present; and

WHEREAS, this City Commission approved the previous contract with the Erie County Sheriff for the Provision of Dispatching Services for the City of Sandusky Police, Fire and Service Departments for CY 2022 by Ordinance No. 21-185, passed on November 22, 2021, at a total cost of \$272,348.86; and

WHEREAS, the proposed contract is for one (1) year commencing on January 1, 2023, and terminating on December 31, 2023; and

WHEREAS, the City agrees to reimburse the Erie County Sheriff's Department for the dispatching services an amount not to exceed \$312,479.10 and will be paid as follows:

Year	Police Department's 2023 Proposed Budget 110-1020-53001 (50%)	Fire Department's 2023 Proposed Budget (50%) 110-1310-53001 (22%) 431-1330-53001 (28%)	Total
2023	\$156,239.55	\$156,239.55	\$312,479.10

; 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 execute the contract with the Erie County Sheriff for the provision of dispatching services for the City's Police, Fire and Service Departments and allow for continued dispatching services through calendar year 2023, as the current contract expires on December 31, 2022; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Police and Fire Departments, 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 one (1) year Contract with the Erie County Sheriff for the Provision of Public Safety Dispatching Services for the City's Police, Fire and Service Departments commencing on January 1, 2023, through December 31, 2023, substantially in the same form as Exhibit "1", a copy of which is attached to this Ordinance and is specifically incorporated as if fully rewritten herein, together with such revisions or additions as are approved by the Law Director as not being adverse to the City and as being consistent with carrying out the terms of this Ordinance at an amount **not to exceed** Three Hundred Twelve Thousand Four Hundred Seventy Nine and 10/100 Dollars (\$312,479.10).

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: _____
CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

Passed: December 12, 2022

**RENEWAL CONTRACT BETWEEN THE CITY OF SANDUSKY, OHIO
AND THE
ERIE COUNTY, OHIO SHERIFF
FOR THE PROVISION OF PUBLIC SAFETY DISPATCHING SERVICES
FOR THE CITY OF SANDUSKY POLICE, FIRE, AND SERVICE DEPARTMENTS.**

January 1, 2023

Page 1 of 4

This renewal contract is entered into by and between the City of Sandusky (City) and the Erie County Sheriff (Sheriff), pursuant to Ohio Revised Code Section 311.29.

1. Commencing on January 1, 2023 at 12:01 A.M., the Sheriff will continue to furnish personnel and will continue to provide dispatching and communications services, as has been the past routine and custom, for the City of Sandusky Police, Fire, and Service Departments; and
2. The City agrees to reimburse the Sheriff for the provision of said dispatching and communications services for calendar year 2023 in an amount of \$312,479.10, billable in twelve (12) equal installments.
3. The Chiefs of the Sandusky Police and Fire Departments will continue as members of the Erie County Sheriff's Office Dispatch Advisory Board (Board). The Board is comprised of one representative of each of the public safety agencies contracting with the Sheriff for dispatching and communications services; the Board exists to provide dispatch and communications policy input and guidance to the Sheriff and acts as a selection board for the Sheriff's Communications Supervisor. Sheriff agrees to abide by the recommendation of the Board relative to the selection or discharge of said Sheriff's Communications Supervisor, who shall be a fiduciary employee of the Sheriff; and
4. City agrees to abide by the recommendations of the Board relative to the dispatching and communications services provided by the Sheriff for the City's agencies; and
5. This contract shall remain in effect until 12:00 midnight on December 31, 2023; and
6. Either party may cancel this agreement at any time upon 180 days advance written notice to the other party; and

**RENEWAL CONTRACT BETWEEN THE CITY OF SANDUSKY, OHIO
AND THE
ERIE COUNTY, OHIO SHERIFF
FOR THE PROVISION OF PUBLIC SAFETY DISPATCHING SERVICES
FOR THE CITY OF SANDUSKY POLICE, FIRE, AND SERVICE DEPARTMENTS.**

January 1, 2023

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7. The City agrees to maintain all communications, computer, and records management hardware and software currently owed by the City during the life of this contract, utilizing the City's Information Technology (IT) support staff, or, at the discretion of the Sheriff, an outside vendor may be utilized if the City's IT support staff is unable to provide necessary repair(s) or suitable resolution(s) to any malfunctions of City owned equipment. City agrees to pay the costs of any outside vendor utilized to repair the City's equipment; and
8. Each party acknowledges and agrees that each party possesses liability insurance to cover the acts of its employees, agency, and elected officials, and therefore will not indemnify or name the other as an insured within its own liability coverage; and
9. This constitutes the entire contract between the parties and is subject to interpretation in accordance with the laws of the State of Ohio.

**RENEWAL CONTRACT BETWEEN THE CITY OF SANDUSKY, OHIO
AND THE
ERIE COUNTY, OHIO SHERIFF
FOR THE PROVISION OF PUBLIC SAFETY DISPATCHING SERVICES
FOR THE CITY OF SANDUSKY POLICE, FIRE, AND SERVICE DEPARTMENTS**

January 1, 2023
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SIGNATURE PAGE

FOR THE SHERIFF

Paul A. Sigsworth
Erie County Sheriff

APPROVAL AS TO FORM

Gerhard Gross
Erie County Prosecutor's Office
Chief Assistant Prosecuting Attorney
Civil Division

APPROVAL OF LEGISLATIVE BODY

Patrick J. Shenigo, President
Erie County Commissioner

Mathew R. Old, Vice President
Erie County Commissioner

Steven Shoffner
Erie County Commissioner

FOR THE CITY

Interim John Orzech
Sandusky City Manager

APPROVAL AS TO FORM

Brendon Heil
Law Director
City of Sandusky

**RENEWAL CONTRACT BETWEEN THE CITY OF SANDUSKY, OHIO
AND THE
ERIE COUNTY, OHIO SHERIFF
FOR THE PROVISION OF PUBLIC SAFETY DISPATCHING SERVICES
FOR THE CITY OF SANDUSKY POLICE, FIRE, AND SERVICE DEPARTMENTS.**

January 1, 2023
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CERTIFICATION OF AVAILABILITY OF FUNDS

I, Michelle Reeder, Finance Director of the City of Sandusky, Ohio, hereby certify that the funds necessary to meet the terms of this contract have been lawfully appropriated for the purpose of this contract, and those funds are in the treasury of the City of Sandusky, Ohio, or are in the process of collection to the credit of that appropriation, free from prior encumbrance.

Michelle Reeder
Finance Director
City of Sandusky

EXHIBIT "1"