

SANDUSKY CITY COMMISSION REGULAR SESSION AGENDA MAY 13, 2024 AT 5 P.M. CITY HALL, 240 COLUMBUS AVENUE

INVOCATION Mr. Murray

PLEDGE OF ALLEGIANCE

CALL TO ORDER D. Murray, S. Poggiali, R. Koonce, J. Krabill, K. Vargo, D. Waddington R. Brady

APPROVAL OF MINUTES April 22, 2024 Regular Meeting

PRESENTATION Water Service Line Inventory, Elizabeth Sowecke, Service Coordinator **PUBLIC HEARING** Zone Map Amendment 416 Warren Street, Arin Blair, Chief Planner

PROCLAMATION Click It or Ticket 2024

AUDIENCE PARTICIPATION

COMMUNICATIONS Motion to accept all communications submitted below.

CURRENT BUSINESS

CONSENT AGENDA

ITEM A – Submitted by Cathy Myers, Commission Clerk

LIQUOR LICENSE FOR CHILL PLACE LLC

<u>Budgetary Information:</u> There is no budgetary impact for this item.

Notice to Legislative Authority for D5, D6 Liquor License: Spirituous liquor for on premises consumption only beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m. Sale of intoxicating liquor on Sunday between the hours of 10 a.m. or 11 a.m. and midnight.

For: Chill Place LLC, 1st Floor Rear, 1319 Tiffin

ITEM B – Submitted by Cody Browning, IT Manager

CONSENT FOR WONDERWARE SOFTWARE RENEWAL AGREEMENT

<u>Budgetary Information:</u> The cost for this support and maintenance agreement for a 12-month period will be \$18,520 and will be paid with Sewer Funds.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing payment to Wonderware North (Q-mation) of Horsham, Pennsylvania, for renewal of the customer first support program for the Supervisory Control And Data Acquisition (SCADA) system at the Wastewater Treatment Plant (WWTP) for the period of May 23, 2024, through May 22, 2025; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.

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

CONSENT FOR CDBG AGREEMENT AMENDMENT WITH NEW JERUSALEM WARMING SHELTER

Budgetary Information: No additional funds will be awarded so there is no impact to the budget.

ORDINANCE NO. _____: It is requested an ordinance be passed authorizing and directing the City Manager to enter into an amendment to the subrecipient agreement with New Jerusalem Missionary Baptist Church to assist with their warming and cooling shelter program through the FY2023 Community Development Block Grant (CDBG) funds; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.

ITEM D – Submitted by James Stacey, Transit Administrator

CONSENT FOR ADOPTION OF UPDATED TITLE VI PLAN WITH FTA

<u>Budgetary Information:</u> There is no impact to the budget.

RESOLUTION NO. _____: It is requested a resolution be passed approving and adopting an updated Title VI Civil Rights Plan for the Sandusky Transit System as required by the Federal Transit Administration; and declaring that this resolution shall take immediate effect in accordance with section 14 of the city charter.

ITEM E – Submitted by Debi Eversole, Housing Development Specialist

APPROVAL OF PURCHASE & SALE AGREEMENT FOR LAND BANK PARCEL ON THIRD STREET

<u>Budgetary Information:</u> The sale proceeds will cover the expenses incurred by the City for such services as title search, closing costs, deed preparation, and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The taxing districts will begin collecting approximately one hundred fifteen (\$115.00) dollars per year in real estate taxes, which will increase once the structure is complete.

ORDINANCE NO. ____: It is requested an ordinance be passed declaring that certain real property owned by the City as part of the Land Reutilization Program identified as parcel no. 57-03575.000, located at Lot No. 454 on Third Street is no longer needed for any municipal purpose and authorizing the execution of a Purchase and Sale Agreement with respect to that real property; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.

ITEM F – Submitted by Jason Werling, Recreation Superintendent

CONSENT TO AMEND ORDINANCE 24-016 FOR SCRIVENER'S ERROR FOR TORO MOWER

Budgetary Information: The additional cost of \$35,418.82 will be paid for using Capital funds. This \$159,940.32
mower purchase will be included in the capital budget for 2024.
ORDINANCE NO: It is requested an ordinance be passed amending Ordinance No. 24-016, passed on
January 8, 2024, to correct a scrivener's error; declaring a 1999 Toro 580 mower as unnecessary and unfit for
City use pursuant to Section 25 of the city charter; authorizing and directing the City Manager to purchase a new Toro Groundsmaster 5910 rotary mower from Century Equipment of Toledo, Ohio, through the Sourcewell
Cooperative Purchasing Program for the Grounds Maintenance division; and declaring that this ordinance shall
take immediate effect in accordance with section 14 of the city charter.
REGULAR AGENDA
ITEM 1 – Submitted by Aaron Klein, Public Works Director
APPROVAL OF GRANT AGREEMENTS FOR WEST MONROE STREET RESURFACING PROJECT
Budgetary Information: Preliminary engineer estimates have the total project to cost \$1,140,618.00, with two grants providing \$875,000 (76.7%). The impact to the City is obligating the remaining other \$265,618 (23.3%) to
resurface or reconstruct Edgewater Avenue, West Monroe Street, and Huron Street. This funding has been
allocated in the 5-year Capital Improvement. Exact funding sources will be determined at the time of bid.
1. RESOLUTION NO: It is requested a resolution be passed authorizing the submission of a grant
application to the Ohio Department of Development through the Roadwork Development Grant Program for
the West Monroe Street Resurfacing Project; and declaring that this resolution 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 accept grant funds in the amount of \$225,000.00 from the Ohio Department of Transportation through
the Office of Jobs & Commerce Economic Development (JCED) program for the West Monroe Resurfacing
Project; authorizing the City Manager to execute any grant agreements and to expend the funds consistent
with the grant agreement; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.
ITEM 2 – Submitted by Aaron Klein, Public Works Director
APPROVAL TO AWARD CONTRACT FOR SANDUSKY WHEELS PARK PROJECT TO SLIP IN CONCRETE
Budgetary Information: Base bid and Alternate 1 would bring the total construction cost not to exceed
\$887,230.06 which will be paid with American Rescue Plan Act (ARPA) Funds. The engineer's estimate for the
base bid was \$887,768.00.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
enter into a contract with Slip In Concrete of Sandusky, Ohio, for the Sandusky Wheels Park Project; and
declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.
ITEM 3 – Submitted by Josh Snyder, Public Works Engineer
APPROVAL TO AWARD COLUMBUS AVENUE RECONSTRUCTION & STREETSCAPE PROJECT TO GREAT LAKES Budgetary Information: The total construction cost shall not exceed \$4,841,212.01. The Central Public
Improvement TIF will pay \$359,000.00 and the capital projects fund will pay up to \$1,082212.01 of the initial
project costs. The estimated \$3,400,000.00 balance of project will be financed in an upcoming note issuance.
The note will be repaid from the Central Public Improvement TIF, Cooke Building TIF and if necessary, capital
funds. An amortization schedule and exact costs will be finalized once notes are issued and sold.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
enter into a contract with Great Lakes Demolition Company LLC of Clyde, Ohio, for the Columbus Avenue
Reconstruction and Streetscape Project; and declaring that this ordinance shall take immediate effect in
accordance with section 14 of the city charter.
ITEM 4 – Submitted by Scott Kromer, Streets & Utilities Superintendent
PERMISSION TO PURCHASE STREET SWEEPER FOR STREETS & TRAFFIC FROM MTECH
Budgetary Information: The total cost for a 2024 V65 Bucher Municipal street sweeper is \$330,866.00 and will be paid for using Sewer Capital funds.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
purchase a 2024 V65T Bucher Municipal Street Sweeper from MTech Company of Cleveland, Ohio, through the
State of Ohio Department of Administrative Services Cooperative Purchasing Program for the Streets & Traffic
Division; and declaring that this ordinance shall take immediate effect in accordance with section 14 of the city
charter.
ITEM 5 – Submitted by Nicole Grohe, Community Development Program Administrator
APPROVAL TO ACCEPT HUD ENTITLEMENT GRANT FUNDS & APPROVE CDBG ACTION PLANS
Budgetary Information: There is no impact on the City's General Fund. All projects in the program will be paid
for with CDBG funds.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
accept an Entitlement Grant in the amount of \$715,533.00 Total Community Development Block Grant Funds for the program year of July 1, 2024, through June 30, 2025, and to submit to the United States Department of
Housing and Urban Development a five-year Consolidated Plan containing a one-year Action Plan; and

declaring that this ordinance shall take immediate effect in accordance with section 14 of the city charter.

ITEM 6 – Submitted by James Stacey, Transit Administrator
PERMISSION TO PURCHASE STS BUS SHELTER AT CAMP & BUCHANAN STREETS FROM GLOBAL
Budgetary Information: The total cost of the bus shelter and shipping and handling is \$10,313.10 and will be
paid with FY 22 and FY23 CDBG funds.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
expend funds for the purchase of a bus shelter at the intersection of Camp Street and Buchanan Street from
Global Industrial of Port Washington, New York, through the Equalis Group Cooperative Purchasing Program
for the Sandusky Transit System; and declaring that this ordinance shall take immediate effect in accordance
with section 14 of the city charter.
ITEM 7 – Submitted by James Stacey, Transit Administrator
PERMISSION TO PURCHASE STS BUS SHELTER AT 222 MEIGS STREET FROM GLOBAL
Budgetary Information: The total cost of the bus shelter and shipping and handling is \$10,312.10 and will be
paid with FY22 and FY23 CDBG funds.
ORDINANCE NO: It is requested an ordinance be passed authorizing and directing the City Manager to
expend funds for the purchase of a bus shelter at the Justice Center located at 222 Meigs Street from Global
Industrial of Port Washington, New York, through the Equalis Group Cooperative Purchasing Program for the
Sandusky Transit System; and declaring that this ordinance shall take immediate effect in accordance with
section 14 of the city charter.
ITEM 8 – Submitted by Marcus Harris, Diversity & Economic Opportunity Manager
PERMISSION TO BID THE FREEDOM'S ECHO UNDERGROUND RAILROAD LEGACY SIGNAGE PROJECT
Budgetary Information: The estimated cost for the Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project is \$39,200 and will be paid for using grant funds already received through the America 250-
Ohio Grants Program.
RESOLUTION NO: It is requested a resolution be passed declaring the necessity for the City to proceed
with the proposed Freedom's Echo: Sandusky's Underground Railroad Legacy Signage Project; approving the specifications and engineer's estimate of cost thereof; and directing the City Manager to advertise for and
receive bids in relation thereto; and declaring that this resolution shall take immediate effect in accordance
with section 14 of the city charter.
ITEM 9 – Submitted by Jason Werling, Recreation Superintendent
PERMISSION TO PURCHASE GROUNDS MAINTENANCE MOWER FROM BAKER
Budgetary Information: The total cost of the mower is \$11,369.00 and will initially be paid for using Capital
funds with \$8,269 of that amount being reimbursed by the city's insurance.
ORDINANCE NO: It is requested an ordinance be passed declaring a 2019 Hustler XONE mower, as
unnecessary and unfit for City use pursuant to section 25 of the city charter; authorizing and directing the City
Manager to purchase a Hustler XONE 60" Kawasaki mower from Baker Vehicle Systems of Macedonia, Ohio, for
the Grounds Maintenance division; and declaring that this ordinance shall take immediate effect in accordance
with section 14 of the city charter.
CITY MANAGER/C DEDORT
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"

NOTICE TO LEGISLATIVE **AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL 6606 TUSSING ROAD, P.O. BOX 4005

REYNOLDSBURG, OHIO 43068-9005 (614)644-2360 FAX(614)644-3166

TO STCK CHILL PALACE LLC 1ST FL REAR 1319 TIFFIN AV SANDUSKY OH 44870 1440400 PERMIT NUMBER ISSUE DATE 03 24 2022 D5 D6 PERMIT CLASSES 22 077 В F31118 TAX DISTRICT FROM 04/15/2024 TYPE PERMIT NUMBER ISSUE DATE FILING DATE RECEIPT NO TAX DISTRICT



MAILED 04,23/2024	RESPONSES MUST BE POSTMARKED NO	O LATER	THAN. 0	5/23/2024	n9
PLEASE COMPLETE AND RETU	IMPORTANT NOTICE JRN THIS FORM TO THE DIVIS	ION OF	LIQUOF	CONTROL	U
<u>WHETHER OR NOT</u> THERE IS , REFER TO THIS NUMBER IN A	LL INQUIRIES	В	STCK	1440400	
	MUST MARK ONE OF THE FOL	LOWIN			
WE REQUEST A HEARING ON THE HEARING BE HELD	THE PARTY CONTROL OF THE PARTY			AND REQUEST COLUMBUS.	THAT
WE DO NOT REQUEST A HEARING. DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.					
PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:					
(Signature)	(Title)- Clerk of County C	Commissio	ner	(Date)	
	Clerk of City Cou	ncil			
	☐ Township Fiscal O	fficer			

CLERK OF SANDUSKY CITY COUNCIL 240 COLUMBUS AVE SANDUSKY OHIO 44870

1mo/#014945243

Office Hours 8:00 a.m. - 5:00 p.m. Ohio Department of Commerce - Division of Liquor Control 6606 Tussing Road, Reynoldsburg, Ohio 43068-9005

For Questions call (614) 644-3156 APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS PROCESSING FEE \$100.00 CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING				
PERMIT HOLDER	R REQUESTS APPROVAL OF THE DI	VISION OF LIQUOR CO		· 유명
Permit Holder Name:		Permit Premises Addre	ess:	
The Chill Palace, LLC		1319 Tiffin Ave	nue 🧳 🗒	
Liquor Permit Number(s):		Sandusky, Ohio	144870 FOSI US	
1440400		•	F 00	3 33
Email Address: d i a u n d r e	<u> </u>	g m a i I . c	o m	FROL ROL
Attorney's Name, Address and Telephor James E. Pefers, K	ne Number (If represented):	119-609-42 LMbusAve	235 jeters@remi 2ndfi Sandusky O	nger.com H 44870
Please be advised that any social secur Department of Public Safety, the Ohio agency if the agency requests the social	rity numbers provided to the Divis Department of Taxation, the Ohi	ion of Liquor Control o Attorney General, o	in this application may be released r to any other state or local law enf	to the Ohio~ orcement
	EASE COMPLETE ALL ARE			
Section A - PREVIOUS List of manag				
NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
Diaundre Nickelson			Managing Member	•
Biddiid. O , No.Colool.		President 🕌	☐ Voting interest	
			Membership interest 100 %	ı
			Managing Member	
2)		M	☐ Voting interest%	
		新	Membership interest%	
20			Managing Member	
3)			Uvoting interest%	
			Membership interest%	
40			Managing Member	·
4)		M	☐ Voting interest%	
		<u> </u>	Membership interest%	
Section B - REVISED List of managi	ng i	% or greater membersh	nip or voting interest in the LLC	
NAME		OFFICE HELD	INTEREST	BIRTHDATE
· · · · · · · · · · · · · · · · · · ·		<u> </u>	Managing Member	
1) Mary Ann Sanders			Voting interest%	
		President 🔀	Membership interest 100 %	
	White with the state of the sta		Managing Member	•
2)		321	☐ Voting interest%	
		M	Membership interest%	
•		·	Managing Member	
3)	•		☐ Voting interest%	
		198	☐ Membership interest %	•
			Managing Member	
4)		নিয়ন	Voting interest%	
		M	Membership interest %	

Cathy Myers

From:

Jared Oliver

Sent:

Wednesday, May 1, 2024 6:58 AM

To:

John Orzech

Cc:

Cathy Myers

Subject:

FW: Liquor License #1440400 Chill Place LLC

Attachments:

Receipt_20220324_0001.pdf

This is and will be a nuisance in the community. Maybe ask for a hearing?





Jared Oliver | Chief of Police SANDUSKY POLICE DEPARTMENT 222 Meigs Street | Sandusky, OH 44870 T: 419.627.5869 | F: 419.627.5862

www.cityofsandusky.com





From: Cathy Myers < CommissionClerk@cityofsandusky.com>

Sent: Tuesday, April 30, 2024 1:20 PM

To: Jared Oliver < joliver@cityofsandusky.com >; Mario D'Amico < mdamico@cityofsandusky.com >; Colleen Gilson

<CGilson@cityofsandusky.com>

Subject: RE: Liquor License #1440400 Chill Place LLC

Please see attached...



Cathy Myers, Commission Clerk

City Hall

240 Columbus Avenue | Sandusky, OH 44870

T: 419.627.5850 | F: 419.627.5555

www.cityofsandusky.com









From: Cathy Myers

Sent: Tuesday, April 30, 2024 1:15 PM

To: Jared Oliver < joliver@cityofsandusky.com >; Mario D'Amico < mdamico@cityofsandusky.com >; Colleen Gilson

<CGilson@cityofsandusky.com>

Subject: Liquor License #1440400 Chill Place LLC

Please provide comments for Commission Meeting 05/13 on this permit:

D5 & D6: Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 am. Sale of intoxicating liquor on Sunday between the hours of 10 am or 11 am and midnight.

For: Chill Place LLC, 1st Fl Rear, 1319 Tiffin



Cathy Myers, Commission Clerk City Hall 240 Columbus Avenue | Sandusky, OH 44870 T: 419.627.5850 | F: 419.627.5555 www.cityofsandusky.com









Cathy Myers

From:

Mario D'Amico

Sent:

Wednesday, May 1, 2024 10:12 AM

To:

Cathy Myers; Jared Oliver; Colleen Gilson

Subject:

Re: Liquor License #1440400 Chill Place LLC

SFD has no issue or concerns with this liquor permit.



Mario D'Amico | Fire Chief **SANDUSKY FIRE DEPARTMENT** 600 W. Market Street | Sandusky, OH 44870 T: 419.627.5822 | F: 419.627.5820

mdamico@cityofsandusky.com

From: Cathy Myers < CommissionClerk@cityofsandusky.com>

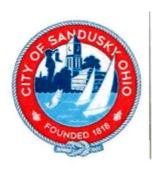
Sent: Tuesday, April 30, 2024 1:19 PM

To: Jared Oliver <joliver@cityofsandusky.com>; Mario D'Amico <mdamico@cityofsandusky.com>; Colleen Gilson

<CGilson@cityofsandusky.com>

Subject: RE: Liquor License #1440400 Chill Place LLC

Please see attached...



Cathy Myers, Commission Clerk

City Hall
240 Columbus Avenue | Sandusky, OH 44870
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To: Jared Oliver < joliver@cityofsandusky.com >; Mario D'Amico < mdamico@cityofsandusky.com >; Colleen Gilson

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Subject: Liquor License #1440400 Chill Place LLC

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For: Chill Place LLC, 1st Fl Rear, 1319 Tiffin



Cathy Myers, Commission Clerk City Hall 240 Columbus Avenue | Sandusky, OH 44870 T: 419.627.5850 | F: 419.627.5555

www.cityofsandusky.com









Cathy Myers

From:

Colleen Gilson

Sent:

Wednesday, May 1, 2024 10:54 AM

To:

Mario D'Amico; Cathy Myers; Jared Oliver

Subject:

RE: Liquor License #1440400 Chill Place LLC

No comments or issues from Community Development.

From: Mario D'Amico <mdamico@cityofsandusky.com>

Sent: Wednesday, May 1, 2024 10:12 AM

To: Cathy Myers <CommissionClerk@cityofsandusky.com>; Jared Oliver <joliver@cityofsandusky.com>; Colleen Gilson

<CGilson@cityofsandusky.com>

Subject: Re: Liquor License #1440400 Chill Place LLC

SFD has no issue or concerns with this liquor permit.



Mario D'Amico | Fire Chief
SANDUSKY FIRE DEPARTMENT

600 W. Market Street | Sandusky, OH 44870 T: 419.627.5822 | F: 419.627.5820

mdamico@cityofsandusky.com

From: Cathy Myers < CommissionClerk@cityofsandusky.com>

Sent: Tuesday, April 30, 2024 1:19 PM

To: Jared Oliver < joliver@cityofsandusky.com >; Mario D'Amico < mdamico@cityofsandusky.com >; Colleen Gilson

<CGilson@cityofsandusky.com>

Subject: RE: Liquor License #1440400 Chill Place LLC

Please see attached...



Cathy Myers, Commission Clerk

City Hall

240 Columbus Avenue | Sandusky, OH 44870

T: 419.627.5850 | F: 419.627.5555

www.cityofsandusky.com









From: Cathy Myers

Sent: Tuesday, April 30, 2024 1:15 PM

To: Jared Oliver < joliver@cityofsandusky.com >; Mario D'Amico < mdamico@cityofsandusky.com >; Colleen Gilson

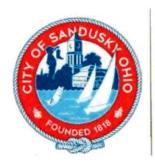
<CGilson@cityofsandusky.com>

Subject: Liquor License #1440400 Chill Place LLC

Please provide comments for Commission Meeting 05/13 on this permit:

D5 & D6: Spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 am. Sale of intoxicating liquor on Sunday between the hours of 10 am or 11 am and midnight.

For: Chill Place LLC, 1st Fl Rear, 1319 Tiffin



Cathy Myers, Commission Clerk

City Hall 240 Columbus Avenue | Sandusky, OH 44870 T: 419.627.5850 | F: 419.627.5555 www.cityofsandusky.com









ADMINISTRATIVE SERVICES



cc:

240 Columbus Ave. Sandusky, Ohio 44870

То:	: John Orzech, City Manager		
From:	rom: Cody Browning, IT Manager		
Date:	April 23, 2024		
Subject:	Commission Agenda Item – Wonderware Support and	Maintenance 2024-2025	
	SIDERATION: Requesting legislation authorizing the paymone ce services from Q-mation, of Horsham, PA, for the period	, -	
and required recontrol of the e	INFORMATION: We rely on Wonderware for our day-to-porting for the WWTP. This application is the Human Integration quipment, while also logging detailed information for de is for support and maintenance which includes updates and maintenance agreement.	erface for the Plant staff that allows cision making and compliance reporting.	
	d maintenance agreement provides us with technical supraining to ensure we use our product in the most effective	· ·	
•	FORMATION: The cost for this support and maintenance II be paid with Sewer Funds.	agreement for a 12-month period will be	
Q-mation to pu	STED: It is recommended that the proper legislation be proper some year of support and maintenance. It is request Section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter, to ensure no break in covering the section 14 of the City Charter.	sted that this legislation take effect in full	
I concur with th	is recommendation:		
John Orzech, (City Manager	Cody Browning, IT Manager	

C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director





February 9, 2024

Company Name
Contact
Cody Browning

Support Agreement ID
Support Level
Current Expiration Date

Support Agreement ID
Standard
May 22, 2024

Reference SanduskyWWTP_120956_Browning_05222024WCF

Cody:

Thank you for your investment in AVEVA products and participation in the **AVEVA Customer FIRST Support Program**. The Customer FIRST Support Program ensures that you continue to get the most value from your investment by providing access to software license upgrades along with convenient access to highly skilled resources to remedy any issues you experience as you install, fine-tune, and upgrade your AVEVA software. Through any phase of your application lifecycle, Customer First membership gives you the support, services, and resources you need to be successful.

AVEVA Standard Customer FIRST includes the following benefits:

- Free software version upgrades, fixes, patches and service packs keep your AVEVA software current and secure, leveraging new features and ensuring that existing applications keep running
- Access to award-winning live phone and email technical support, with expert assistance throughout the software lifecycle (currently 8:00am EST to 8:00pm PST)
- Access to CHAT support via <u>www.q-mation.com</u>
- Software Utilities Leverage a growing stable of software utilities, including: the Software Asset Manager, to quickly and easily track and manage your AVEVA software licenses and apply security and performance software updates at multiple locations

PLUS with a Premium or Elite Customer First Support Agreement, enjoy access to Emergency (Plant Down) 24/7/365 technical support (delivered after hours by dialing a special support number, entering credentials and receiving a callback in approximately 20-30 minutes via an answering service)

Customer First Support Agreements will carry no "grace period" beyond a support agreement expiry date. If an agreement lapses, the customer has the following 30 days to renew with a mandatory 10% penalty fee. Beyond 30 days, renewal still requires a 10% penalty AND the agreement loses its license volume-based discount. Beyond 60 days, a new quote will need to be created to include penalties plus upgrades.



Customer FIRST Support Renewal

Current Expiration Date: May 22, 2024 Standard Level Support

Renewed Expiration Date: May 22, 2025

The renewal quotation below is based on the attached list of licenses registered to your site. Licenses not on the agreement will be ineligible for support/version upgrades.

Below is the price to maintain your current level of support.

Part Number	Description	Price
WWCFS-2000	AVEVA Customer FIRST Agreement – Standard Level – One Year	\$18,520

A budgetary number for planning purposes for the upcoming support year(s) can be provided at request. The final support agreement pricing for the next year is typically based on an inflationary (0-10%) increase in license value as well as licenses purchased during the support agreement term.

Simply call or e-mail me if you have any questions.

Best Regards,

Suzie Boos

Q-mation, Inc. sboos@q-mation.com

Reference WCF Support Agreement ID120956 and address your order to Q-mation (Wonderware North)

Sandusky WWTP Ordering Information

Q-mation DBA Wonderware North 425 Caredean Drive Horsham, PA 19044

Email sales@q-mation.com

Phone (877) 900-4996

Terms & Conditions

- Quotation is valid thru the last day of active
 Customer First
- 2. Payment terms are Net 30 Days
- 3. Transportation is prepaid and added
- 4. F.O.B. is Q-mation, Horsham, PA
- Quotation does not include any taxes. Tax exemption number must be on file or applicable taxes will be added.
- 6. Tax ID: 23-2549974

Customer First Support Agreements will carry no "grace period" beyond a support agreement expiry date. If an agreement lapses, the customer has the following 30 days to renew with a mandatory 10% penalty fee. Beyond 30 days, renewal still requires a 10% penalty AND the agreement loses its license volume-based discount. Beyond 60 days, a new quote will need to be created to include penalties plus upgrades.



(Sandusky, OH) - License List

Part Number	Part Description	Software License Number
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106662-1
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106663-1
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106664-1
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106665-1
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106666-1
InTch-06-U-17	Upg, InTouch 2017 Runtime 60000 Tag with I/O	1106667-1
HstClt-01-U-17	Upg, Wonderware Historian Client Concurrent	1106670-1
WWCAL-11-U-16	Upg, WW CAL with MS CAL Runtime Single, SQL 2016 Std	1106671-1
DevStd-04-U-17	Upg, Dev Studio 2017 Unlim Unlim / 60000 / 500	1106672-1
56-00015	HMI Reports 3 Reports	1106673-0
OIServ-01-N-17	OI Servers Standard G-2.0	1929511-0
InTch-06-N-17	InTouch 2017 Runtime 60000 Tag with I/O	1951891-0
HstClt-01-N-17	Wonderware Historian Client Concurrent	1956238-0
HstClt-01-N-17	Wonderware Historian Client Concurrent	1956239-0
InTch-06-N-17	InTouch 2017 Runtime 60000 Tag with I/O	2084819-0
InTch-10-N-20	InTouch HMI 2020 Wrkst 60000 Tag no I/O	2328119-0
HstStd-03-N-17	Historian 2017 Standard, 5000 Tag	1106668-2
09-0070	Information Server Portal	1106669-0(part of 1106668)

CERTIFICATE OF FUNDS

In the Matter of: Wonderware Software 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 #613-5420-53000

By: Muhille Reede

Michelle Reeder

Finance Director

Dated: 5/6/24

ORDINANCE NO.	

AN ORDINANCE AUTHORIZING AND DIRECTING PAYMENT TO WONDERWARE NORTH (Q-MATION) OF HORSHAM, PENNSYLVANIA, FOR RENEWAL OF THE CUSTOMER FIRST SUPPORT PROGRAM FOR THE SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM AT THE WASTEWATER TREATMENT PLANT (WWTP) FOR THE PERIOD OF MAY 23, 2024, THROUGH MAY 22, 2025; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Wastewater Treatment Plant runs Wonderware software to control its SCADA system, which is the monitoring and control system that allows operators to effectively run the facility and shows real-time information, including flows, chemicals, alarms, and many other parameters; and

WHEREAS, this City Commission authorized the City Manager to enter into an agreement with Rovisys, of Aurora, Ohio, to update the Wonderware Supervisory Control and Data Acquisition (SCADA) software at the Wastewater Treatment Plant (WWTP) by Ordinance No. 18-058, passed on March 12, 2018; and

WHEREAS, the Wonderware Customer FIRST Support Program provides support services including software upgrades and technical support; and

WHEREAS, the total cost for the renewal of the support services is \$18,520.00 and will be paid with Sewer Funds; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter to allow payment to be made to Wonderware North (Q-mation) in a timely manner to ensure there are no breaks in coverage and continued management at the Plant; and

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

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

Section 1. This City Commission hereby authorizes and directs the City Manager and/or Finance Director to make payment to Wonderware North (Q-mation) of Horsham, Pennsylvania, for the renewal of the Customer FIRST Support Program for the Supervisory Control and Data Acquisition (SCADA) system at the Wastewater Treatment Plant (WWTP) for the period of May 23, 2024, through May 22, 2025, in an amount **not to exceed** Eighteen Thousand Five Hundred Twenty and

PAGE 2 - ORDINANCE NO._____

00/100 Dollars (\$18,520.00).

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 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: May 13, 2024

DEPARTMENT OF COMMUNITY DEVELOPMENT



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

To: John Orzech, City Manager

From: Nicole Grohe, Community Development Program Administrator

Date: April 23, 2024

Subject: Commission Agenda Item – Community Development Block Grant (CDBG) Agreement

<u>ITEM FOR CONSIDERATION:</u> Approval to enter into an Amendment to the Subrecipient Agreement with the New Jerusalem Missionary Baptist Church (for the extension of the agreement of the operation of the cooling and warming shelter program) through June 30, 2025.

BACKGROUND INFORMATION: New Jerusalem Missionary Baptist Church was awarded a subrecipient agreement of \$6,500 on July 23, 2023 through ORD23-149 to carry out a cooling and warming shelter. Due to the mild weather the shelter was not utilized as much as predicted this winter. It is unknown how many times it will be used this summer. It is the only type of facility of its kind in the area. The church has drawn down \$1,960.70 and there are \$4,539.30 remaining funds for the project allocated from FY 23 which ends June 30^{th,} 2024. It is proposed to amend the Subrecipient Agreement and allow New Jerusalem Missionary Baptist Church to continue their program and expend the funds through June 30, 2025.

BUDGETARY INFORMATION: No additional funds will be awarded so there is no impact to the budget.

ACTION REQUESTED:

It is requested that the proper legislation be approved to amend the Subrecipient Agreement with New Jerusalem Missionary Baptist Church to extend the program through June 30, 2025 and that legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to execute the agreement and allow the church to continue their program through June 30, 2025.

Nicole Grohe Community Development Program Administra	ator	
I concur with this recommendation:		
Colleen Gilson	John Orzech	
Community Development Director	City Manager	

cc: Stewart Hastings, Law Director; Michelle Reeder, Finance Director; Cathy Myers, Clerk of City Commission

CERTIFICATE OF FUNDS

In the Matter of: New Jerusalem Warming Center

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 #241-4447-530000

Bv:

Michelle Reeder

Finance Director

Dated: 5/6/24

ORDINA	NCE NO).	

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AMENDMENT TO THE SUBRECIPIENT AGREEMENT WITH NEW JERUSALEM MISSIONARY BAPTIST CHURCH TO ASSIST WITH THEIR WARMING AND COOLING SHELTER PROGRAM THROUGH THE FY2023 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, pursuant to Title I of the Housing and Community Development Acts of 1974 and 1977, as amended, the City has applied for and received a Community Development Block Grant (CDBG) for certain community development activities; and

WHEREAS, the City Commission approved a Subrecipient Agreement with New Jerusalem Missionary Baptist Church to assist with their warming and cooling shelter program and to expend \$6,500.00 from the FY2023 Community Development Block Grant (CDBG) funds by Ordinance No. 23-149, passed on July 24, 2023; and

WHEREAS, in accordance with the Agreement, the City of Sandusky awarded New Jerusalem Missionary Baptist Church a total of \$6,500.00 for the Warming and Cooling Shelter Program which provides public access to their facilities when temperatures are deemed unsafe in the City of Sandusky under the rules and regulations of the Community Development Block Grant; and

WHEREAS, due to mild weather the shelter was not utilized as much as predicted and there is \$4,539.30 remaining in funds for the program and it is desired to amend the Subrecipient Agreement to extend the time of performance through June 30, 2025; 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 Amendment to the Subrecipient Agreement and allow New Jerusalem Missionary Baptist Church to continue this program and expend funds through June 30, 2025; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **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 and authorizes the execution of the Amendment to the Subrecipient Agreement with New Jerusalem Missionary Baptist Church to extent the time of performance from June 30, 2024,

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to June 30, 2025, and to extend the time to submit invoice for reimbursement from

June 30, 2024, to June 30, 2025, for their Warming and Cooling Shelter Program in

Sandusky which provides public access to their facilities when temperatures are

deemed unsafe, a copy of which is marked Exhibit "A" and is attached to this

Ordinance and is specifically incorporated as if fully rewritten herein, together with

such revisions or additions thereto as are approved by the Law Director as not

being substantially adverse to the City and as being 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 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: May 13, 2024

AMENDMENT TO THE SUBRECIPIENT AGREEMENT

	This AMENDMENT TO THE SUE	BRECIPIENT AGREEMENT ("Amendment") is made
on thi	s day of	, 2024, between the City of Sandusky , a Municipal
Corpo	ration of the State of Ohio ("City	") and New Jerusalem Missionary Baptist Church,
("Subr	recipient") an Ohio non-profit co	rporation.
		RECITALS
	WHEREAS, the City and Subre	ecipient entered into a Subrecipient Agreement
("Agre	eement") on November 29, 2023	; and
	WHEREAS, the City and Subreci	pient desire to amend the Agreement; and
	WHEREAS, pursuant to paragra	aph 18A of the Agreement, amendments may be
made	in writing.	
	Now, therefore, in considerati	on of the terms and conditions contained in this
Amen	dment, Subrecipient and City ag	ree as follows:
1.	Paragraph 4 (Time of Performa	nce) of the Agreement shall be changed so that
	the term of the Agreement is examended as follows:	ktended through June 30, 2025, and shall be
	INCLUDING June 30, 202	Ake effect as of July 1, 2023, THROUGH AND 42025. All invoices for reimbursement shall be 0242025 to be considered for payment.

SIGNATURE PAGE TO FOLLOW

2. All other terms and provisions of the Agreement shall remain unchanged and in

full force and effect during the duration of the Agreement.

In witness whereof, the Subrecipier	nt and the City have executed this form.
Date:	New Jerusalem Missionary Baptist Church:
	By:
	(Authorized Signature)
	(Print Name & Title)
Date:	City of Sandusky:
	By: John Orzech
	City Manager
Approved as to form and correctness:	
Stewart Hastings (#0025852)	
Law Director	
City of Sandusky	

DEPARTMENT OF COMMUNITY DEVELOPMENT



240 Columbus Ave Sandusky, Ohio 44870 419.627.5891 www.cityofsandusky.com

TO: John Orzech, City Manager

FROM: James A. Stacey III, Public Transit Administrator

DATE: May 1, 2023

SUBJECT: Adoption of Revised / Updated Title VI Plan- FTA

<u>ITEM FOR CONSIDERATION:</u> Legislation requesting approval for the City Manager to adopt an updated Title VI plan for the Sandusky Transit System, in coordination with FTA requirements.

BACKGROUND INFORMATION: Since 2010, the Ohio Department of Transportation has been the Designated Recipient of Federal Transit Administration funds and State General Revenue Funds. In the past, 2010-2023, ODOT has annually allocated these funds to Rural Transit Program grantees to operate rural transit service. To receive these funds, 5311 Rural Transit Grantees are required to submit an application consisting of an operating budget, including local funds to match the federal funds allocated, basic system information, and certifications and assurances to meet federal compliance and state regulation requirements. Now, however, due to the result of the 2020 census the Sandusky Transit System has been designated as a Small Urban Transit System which requires the City to annually submit an application directly to the Federal Transit Administration to be a direct recipient of 5307 Small Urban (UZA) Grant funding. To become a direct recipient of FTA funding, the Title VI policy must be updated to comply with FTA requirements.

STS adheres to Title VI of the Civil Rights Act of 1964 as amended, Section 601, FTA Circular 4702.1B, ODOT Public transportation requirements as specified in the Master Grant Agreement, and the State Management Plan. This section states, "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." STS submitted the Title VI Assurances to the ODOT Office of Transit with the initial application for federal funding and will submit updates annually to the Office of Transit with an update to FTA every three years. The last Title VI plan was approved and adopted by the City Commission on February 13, 2023.

The City of Sandusky shall take all necessary steps to assure the Sandusky Transit System is in full compliance with the Federal Transit Administration's Title VI Policy.

BUDGET IMPACT: There is no impact to the Sandusky Transit System's or City of Sandusky's budget.

Colleen Gilson,
Director of Community Development

Charter in order to immediately adopt the new plan and be in compliance with the FTA.

<u>ACTION REQUESTED:</u> It is requested that legislation be adopted allowing the City Manager to adopt the updated Title VI plan for the Sandusky Transit System, in coordination with FTA guidelines. It is further requested that this legislation takes immediate effect in full accordance with Section 14 of the City

cc: C. Myers, Commission Clerk, M. Reeder, Finance Director, S. Hastings, Law Director

RESOL	UTION	NO.		

A RESOLUTION APPROVING AND ADOPTING AN UPDATED TITLE VI CIVIL RIGHTS PLAN FOR THE SANDUSKY TRANSIT SYSTEM AS REQUIRED BY THE FEDERAL TRANSIT ADMINISTRATION; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, and national origin in programs and activities receiving federal financial assistance and the Federal Transit Administration (FTA) works to ensure nondiscriminatory transportation in support of their mission to enhance the social and economic quality of life for all Americans and the FTA Office of Civil Rights is responsible for monitoring FTA recipients' Title VI programs and ensuring their compliance with Title VI requirements; and

WHEREAS, as a condition of receiving grant funding, the FTA requires that recipients have a Title VI Plan adopted by its governing body every three (3) years; and

WHEREAS, the City Commission approved and adopted an updated Title VI Civil Rights Plan for the Sandusky Transit System by Resolution No. 005-23R, passed on February 13, 2023; and

WHEREAS, as a result of the Census Bureau's publication of new urban area boundaries based on 2020 Census data, the City was notified by the Federal Transit Administration that the federal funding for the Sandusky Transit System would be transitioning from the Formula Grants for Rural Areas (Section 5311) to the Urbanized Area Formula Grants (Section 5307) Small Urban (UZA) Grant funding and as a direct recipient of FTA funding, the City's Title VI Civil Rights Plan must be updated to comply with FTA requirements; 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 immediately adopt the updated Title VI Civil Rights Plan so it can be submitted to the FTA as required and to be in compliance with Title VI requirements; and

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

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

Section 1. This City Commission hereby approves and adopts the updated Title VI Plan for the Sandusky Transit System, in coordination with the Federal Transportation Administration, a copy of which is marked Exhibit "A" and is

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attached to this Ordinance and is specifically incorporated as if fully rewritten

herein, together with such revisions or additions thereto as are approved by the

Law Director as not being substantially adverse to the City and as being consistent

with carrying out the City's public purpose.

Section 2. The City Manager is authorized to execute and file with the

City's Plan any assurances, or any other documentation required by the Federal

Transportation Administration and to furnish such additional information as the

Federal Transportation Administration may require in connection with the City's

Plan.

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: May 13, 2024

COMMUNITY DEVELOPMENT



Division of Transit

240 Columbus Ave Sandusky, Ohio 44870 419.627.5715 www.ci.sandusky.oh.us

Subject: Title VI – Civil Rights **Effective Date:** May 13, 2024 **Replaces:** All previous

Purpose:

To ensure that Sandusky Transit System (STS) is in compliance with state and federal laws relating to Title VI of the Civil Rights Code.

Responsibilities:

The Transit Administrator will ensure that STS complies with law and completes all reporting requirements.

Related Documents:

Attachment 1 Title VI Complaint Procedure

Attachment 2 Title VI Complaint Form

Attachment 3 Language Assistance Plan

Attachment 4 Notice to the Public

Attachment 5 Public Outreach Activities

Attachment 6 Title VI List of Investigations, Complaints and Lawsuits

Attachment 7 Service Standards

Attachment 8 On-time Performance Standards

Attachment 9 Annual certs and Assurances

Attachment 10 Title VI Plan Approval & Compliance Requirements

Policy:

STS adheres to Title VI of the Civil Rights Act of 1964 as amended, Section 601, FTA Circular 4702.1B, ODOT Public transportation requirements as specified in the Master Grant Agreement, and the State Management Plan. This section states, "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." STS submitted the Title VI Assurances to the ODOT Office of Transit with the initial application for federal funding and will submit updates annually to the Office of Transit with an update to FTA every three years.

In accordance with Title VI regulations, STS will not:

- Deny any protected individual service, financial aid, or benefit under the program
- Provide any service, financial aid, or benefit that is different for protected individuals from that provided to others
- Subject a protected individual to segregation or separate treatment
- Restrict a protected individual in the employment of any advantage or privilege enjoyed by others
- Treat protected individuals differently in terms of whether they satisfy admission, eligibility, or membership requirements
- Deny a protected individual the opportunity to participate in the provision of services

- Deny a protected individual the opportunity to participate as a member of a planning or advisory body
- Use criteria or methods of administration that have the effect of subjecting individuals to discrimination
- Make decisions in regard to facility location with the purpose of subjecting persons to discrimination
- Discriminate with regard to the routing, scheduling, or quality of transit service
- Use race, color, or national origin as a basis for determining frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes

In accordance with Title VI regulations, STS will take affirmative action to assure non-discrimination including the following eight required actions:

- 1. Develop Title VI Complaint Procedures.
- 2. Record Title VI investigations, complaints, and lawsuits
 - a. Maintain a list of active investigations conducted by entities other than FTA, lawsuits or complaints alleging discrimination
 - i. Date filed
 - ii. Summary of allegation
 - iii. Current status
 - iv. Actions taken in response
 - b. Notify ODOT immediately in the case of a lawsuit or complaint alleging discrimination
- 3. Provide meaningful access to persons with Limited English Proficiency benefits, services, information, and other important portions of their programs.
- 4. Notify beneficiaries of Title VI protections
 - i. Disseminate information to the public. STS will include a statement on all printed materials indicating that we will operate programs without regard to race, color, national origin, sex, age, income, or disability
 - b. Use a variety of dissemination methods
 - c. General notification
 - d. Document translation
- 5. Provide additional information upon request
- 6. Prepare and submit a Title VI program and report information as part of our ODOT grant
- 7. Analyze impact of construction projects in accordance with the National Environmental Policy Act (NEPA) and ODOT procedures.
- 8. Promote inclusive public participation by conducting public outreach and involvement activities with minority and low-income individuals.

Attachment 1: Title VI Complaint Procedure

STS Title VI Complaint Procedure

Sandusky Transit System's Title VI Complaint Procedure is made available in the following locations:

- Agency website, if available: www.cityofsandusky.com
- Hard copy in City Hall located at 240 Columbus Avenue Sandusky, Oh 44870.
- -Hard copy in STS Operations Hub at 1230 N. Depot St. Sandusky, Oh 44870.

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the Sandusky Transit System (hereinafter referred to as "STS") may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form. The Sandusky Transit System investigates complaints received no more than 180 days after the alleged incident. STS will process complaints that are complete.

Once the complaint is received, STS will review it to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office.

STS has 30 days to investigate the complaint. If more information is needed to resolve the case, STS may contact the complainant. The complainant has 30 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 30 business days, STS can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the Ohio Department of Transportation, at ODOT Office of Equal Opportunity, Attention: Title VI Coordinator, 1980 West Broad St., Columbus, OH 43223.

A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

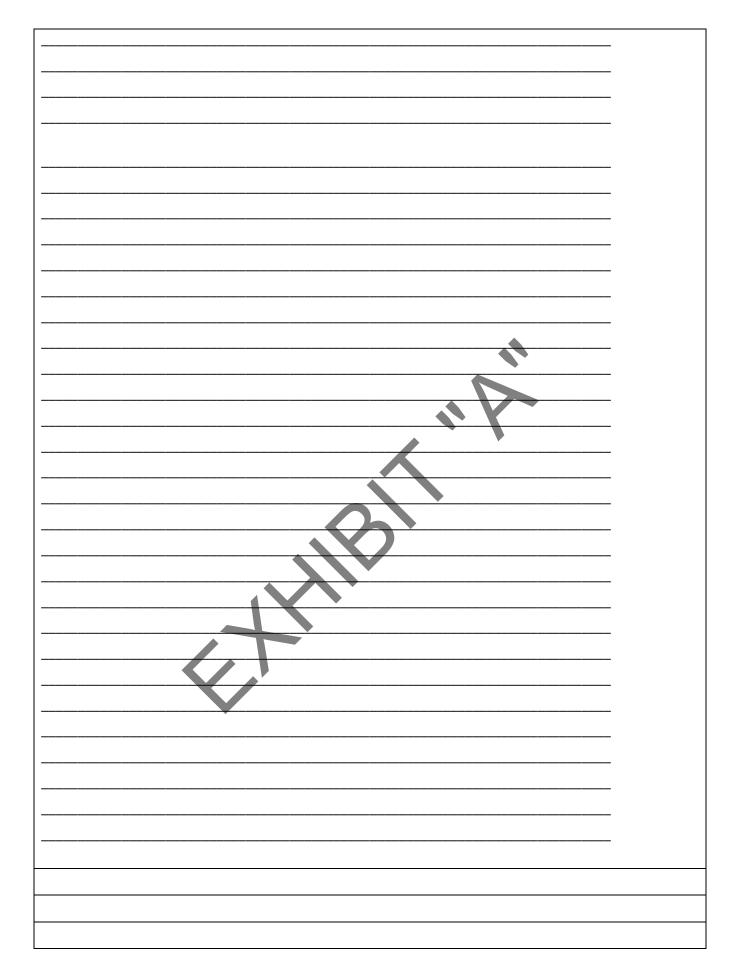
Attachment 2: Title VI Complaint Form

Sandusky Transit System's Title VI Complaint Procedure is made available in the following locations:

- -Agency website, if available: www.cityofsandusky.com/departments/sandusky transit system
- Hard copy in City Hall located at 240 Columbus Avenue Sandusky, Oh 44870.
- Hard copy in STS Operations Hub at 1230 N. Depot St. Sandusky, Oh 44870.

STS TITLE VI COMPLAINT FORM

Section I:						
Name:						
Address:						
Telephone (Home): Telephone (Work):						
Electronic Mail Address:						
Accessible Format	Large Print	Audio Tape				
Requirements?	TDD		Other			
Section II:						
Are you filing this complaint of	on your own behalf?	X	Yes*	No		
*If you answered "yes" to this	s question, go to Section II					
If not, please supply the name	e and relationship of the p	erson for				
whom you are complaining:		7				
Please explain why you have	filed for a third party:		-			
Please confirm that you have obtained the permission of the Yes No						
aggrieved party if you are filing on behalf of a third party.						
Section III:						
I believe the discrimination I experienced was based on (check all that apply):						
[] Race [] Color	[] National					
Date of Alleged Discrimination (Month, Day, Year):						
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all person (s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.						



Section IV:			
Have you previously filed a Title VI complaint with this age	ncy?	Yes	No
Section V:			
Have you filed this complaint with any other Federal, State court?	e, or local ag	ency, or with an	y Federal or State
[] Yes [] No			
If yes, check all that apply:			
[] Federal Agency:			
[] Federal Court []	State Agen	су	
[] State Court []	Local Agen	су	<u></u>
Please provide information about a contact person at the	agency/cour	t where the con	nplaint was filed.
Name:			
Title:	X		
Agency:			
Address:			
Telephone:			
Section VI:			
Name of agency complaint is against:			
Contact person:			
Title:			

Please submit this form in person at the address below, or mail this form to STS Transit Administrator 240 Columbus Ave.
Sandusky, OH 44870

Attachment 3 - Language Assistance Plan

Plan Components

As a recipient of federal US DOT funding, **Sandusky Transit System** is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP) refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

Sandusky Transit System's Language Assistance Plan includes the following elements:

- Item #1: The results of the *Four Factor Analysis*, including a description of the LEP population(s), served.
- Item #2: A description of how language assistance services are provided by language
- Item #3: A description of how LEP persons are informed of the availability of language assistance service
- Item #4: A description of how the language assistance plan is monitored and updated
- Item #5: A description of how employees are trained to provide language assistance to LEP persons

Four Factor Analysis Methodology

To determine if an individual is entitled to language assistance and what specific services are appropriate, **Sandusky Transit System** has conducted a *Four Factor Analysis* of the following areas: 1) Limited-English Proficient (LEP) Speaker Demography, 2) Contact Frequency, 3) Importance of Service, and 4) Resources and Costs.

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient. In addition to the number or proportion of LEP persons served, Sandusky Transit System will identify:

- (a) How LEP persons interact with the recipient's agency;
- (b) Identification of LEP communities, and assessing the number or proportion of LEP persons from each language group to determine the appropriate language services for each language;
- (c) The literacy skills of LEP populations in their native languages, in order to determine whether translation of documents will be an effective practice; and
- (d) Whether LEP persons are underserved by the recipient due to language barriers.

Factor 2: The frequency with which LEP persons come into contact with the program: Sandusky Transit System's staff comes into contact with LEP persons in the following ways:

- (a) Use of bus service;
- (b) Purchase of tickets through vending machines, outlets, websites, and over the phone;
- (c) Participation in public meetings;
- (d) Customer service interactions;
- (e) Ridership surveys;
- (f) Operator surveys.

Factor 3: The nature and importance of the program, activity, or service provided by the program to people's lives. Sandusky Transit System provides a critical service to the residents of Sandusky and Erie County. STS provides access to health care facilities, employment opportunities, food access, educational institutions, and social events, directly contributing to the overall wellbeing of the community and the local economy.

Factor 4: The resources available to the recipient for LEP outreach, as well as the costs associated with that outreach. Resource and cost issues can often be reduced by technological advances, reasonable business practices, and the sharing of language assistance materials and services among and between recipients, advocacy groups, LEP populations and Federal agencies. Large entities and those entities serving a significant number of LEP persons should ensure that their resource limitations are well substantiated before using this factor as a reason to limit language assistance.

Item #1 – Results of the Four Factor Analysis (including a description of the LEP population(s) served)

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered.

Of the 70,615 residents, over the age of 5 years old, in **Sandusky Transit System's Erie County** service area, 1,539 residents describe themselves as speaking English less than "very well". People of Spanish descent are the primary LEP persons likely to utilize Sandusky Transit System's services. For Sandusky Transit System's service area, the latest U.S. Census Bureau data shows that among the area's population 2.6% speak English "less than very well." **For these groups** who speak English "less than very well", 327 or 1.3% that speak Spanish.

Erie County – Languages Spoken at Home

	Total Number	Percent of Population	Total Population of County 5 years and older
Speak Language other than English	2278	3.2%	70,615
Speak English Less than Very Well	1539	2.6%	70,615
Spanish – Speak English Less than Very Well	327	1.3%	70,615
Other Indo-European Languages – Speak English Less than Very Well	180	1.0%	70,615
Asian and Pacific Island Languages – Speak English Less than Very Well	197	0.07%	70,615
Other Languages – Speak English Less than Very Well	54	0.02%	70,615

Factor 2: The frequency with which LEP persons come into contact with the program.

Sandusky Transit System assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. Sandusky Transit System provides approximately 400,000 passenger trips per year. If an individual has speech limitations, the dispatcher or driver will work with the Ohio Department of Transportation, if needed, to ensure the individual receives access to the transit services.

Factor 3: The nature and importance of the program, activity, or service provided by the program to people's lives.

All of Sandusky Transit System's programs are important; however, those related to safety, public transit, nondiscrimination, and public involvement are among the most important Sandusky Transit System is committed to providing meaningful access and will provide written translation for any of its documents, when reasonable, effective and with the available resources. In other cases, Sandusky Transit Systems will strive to provide alternative but meaningfully accessibility. Moreover, Sandusky Transit System continually evaluates its programs, services, and activities to ensure that persons who may be LEP are always provided with meaningful access.

Factor 4: The resources available for LEP outreach, as well as the costs associated with that outreach.

Sandusky Transit System makes every effort to make its programs, services, and activities, accessible to LEP individuals. Sandusky Transit System will use available resources, both internal and external to accommodate reasonable requests for translations.

Item # 2 - Description of how Language Assistance Services are Provided, by Language

Sandusky Transit System has identified, developed, and uses the following:

- a) Individuals who have contact with the public are provided with "I Speak" language cards to identify language needs in order to match them with available services. Language cards verified and distributed by the Director as need.
- b) Sandusky Transit System has developed partnerships with local agencies, organizations, law enforcement, colleges/universities, local school districts and social service agencies that are available to assist with it LEP responsibilities.
- c) A list of web-based translation services can be provided by contracting the Human Resources Department.

Item #3 – Description of how LEP Persons are Informed of the Availability of Language Assistance Service

In order to ensure that LEP individuals are aware of Sandusky Transit System's language assistance measures, Sandusky Transit System provides the following:

• Title VI Program including the Language Assistance Plan is made available on website, if applicable, and hard copy in central office.

• Drivers and dispatchers are provided "I Speak" language cards to identify language needs in order to match them with available services.

Item # 4 – Description of how the Language Assistance Plan is Monitored and Updated

Sandusky Transit System will continue to update the LEP plan as required by U.S. DOT. At a minimum, the Title VI Plan will continue to be reviewed and updated every three (3) years in conjunction with the Title VI submission and use data from the U.S. Decennial Census or the American Community Survey as available, or when it is clear that the concentrations of LEP individuals are present in Sandusky Transit System service area.

Updates will continue to include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the need.
- Determine whether Sandusky Transit System's financial resources are sufficient to fund language assistance resources needed.
- Determine whether Sandusky Transit System has fully complied with the goals of this LEP Plan.
- Determine whether complaints have been received concerning Sandusky Transit System's failure to meet the needs of LEP individuals

Item # 5 - Description of how Employees are Trained to Provide Language Assistance to LEP Persons

The following training will continue to be provided to Sandusky Transit System staff:

- Information on the Sandusky Transit System Title VI Procedures and LEP responsibilities.
- Description of language assistance services offered to the public.
- Use of "I Speak" language cards (used to identify language preference).
- Documentation of language assistance requests.
- Use of web-based interpreter services (over the phone interpretation provider).
- How to handle a potential Title VI / LEP complaint.

Limited English Proficient (LEP) Resource Materials:

LEP Policy

Sandusky Transit System shall provide for communication for limited English proficient riders to ensure them equal opportunity to benefit from services. Family members or friends of limited English proficient riders will not be used as translators unless specifically requested by that individual. The agency will utilize web-based translator programs if available.

"I Speak" Language Identification Card

Note: For additional languages visit the US Census Bureau website http://www.lep.gov/ISpeakCards2004.pdf

Mark this Box if you		
speak	Language Identification Chart	Language
	Mark this box if you read or speak English	English
	Marque esta casilla si lee o habla español	Spanish
	Kos lub voj no yog koj paub twm thiab hais lus Hmoob	Hmong
	如果 说中 国在方框内打勾	Chinese
	Xin ñaùnh daáu vaøo oâ naøy neáu quyù vò bieát ñoïc vaø noùi ñöôïc Vieät Ngöõ.	Vietnamese
	당신이한국어말할경우이 상자를표시	Korean
	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	Tagalog
	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen	German
	Отметить этот флажок, если вы говорите по-русски	Russian
	Означите ову кућицу ако говорите српски	Serbian
	आप हिंदी बोलते हैं तो इस बक्से को चिहिनत करें	Hindi
	پر نشان اگائیں تو اس باکس بولتے ہیں اردو اگر آپ	Urdu

Log of LEP Encounters

Date	Time	Language Spoken By Individual (if available)	Name and Phone Number of Individual (if available)	Service Requested	Follow Up Required	Staff Member Providing Assistance	Notes
						<u> </u>	
					•		
				0			

Title VI Notice to the Public

Sandusky Transit System's Notice to the Public is as follows:

Notifying the Public of Rights Under Title VI

Sandusky Transit System

• Sandusky Transit System operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Sandusky Transit System.

For more information on the **Sandusky Transit System's** civil rights program, the procedures to file a complaint, or to file a complaint, please contact James Stacey, Transit Administrator at (419) 627-5715 email <u>istacey@cityofsandusky.com</u>; or visit our administrative office at 240 Columbus Avenue, Sandusky, Ohio 44870. For more information, visit www.cityofsandusky.com

• For transportation-related Title VI matters, a complaint may also be filed directly with the:

Ohio Department of Transportation, Attn: Office of Opportunity, Diversity, and Inclusion, Title VI Coordinator, <u>1980</u> West Broad Street, Mailstop 3270, Columbus, Ohio 43223

Federal Transit Administration, Office of Civil Rights, Attention: Complaint Team, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, contact (419) 627-5715.

Sandusky Transit System's Notice to the Public is posted in the public areas of the office and inside the transit vehicles.

- 1. Sandusky Transit Operations Hub at 1230 N. Depot St. Sandusky, Oh 44870.
- 2. City of Sandusky Administrative Building at City Hall 240 Columbus Avenue Sandusky, Ohi 44870

Attachment 5 - Public Outreach Activities

The public outreach and involvement activities conducted by **Sandusky Transit System** since the last Title VI Program submission are summarized in the table below.

Specific Public Participation activities are listed in the table below:

·			Communication	
Event Date	Insert Agency Name Staffer(s) or Department	Activity	Method (Public notice, posters, social media)	Notes
04/25/24	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
03/28/24	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
02/22/24	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
02/06/24	City of Sandusky, Mobility Management	Q5 Erie County Transportation Stakeholder and Planning Committee Meeting	posters	Discussed transportation barriers, goals and strategies on coordinating transportation
01/25/24	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
12/28/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
11/9/23	City of Sandusky, Mobility Management	Q4 Erie County Transportation Stakeholder and Planning Committee Meeting	posters	Discussed transportation barriers, goals and strategies on coordinating transportation
9/28/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
07/27/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
6/8/23	City of Sandusky, Mobility	Q2 Erie County Transportation Stakeholder and Planning Committee	posters	Discussed transportation barriers, goals and strategies on coordinating

	Management	Meeting		transportation
3/23/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
3/9/23	City of Sandusky, Mobility Management	Q1 Erie County Transportation Stakeholder and Planning Committee Meeting	posters	Discussed transportation barriers, goals and strategies on coordinating transportation
2/23/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
01/26/23	MPO Combined TAC/ Policy Meeting	Review, select, and recommend to the Policy Committee Transportation Plans and other recommendations	Social media, MPO/ County website	Agenda on MPO/ County website
01/03/2023	City of Sandusky	Proposed Service Changes	Public Hearing	Consolidation of Orange and Yellow Fixed Route Lines Introduction of Peak Season and Off-Season Service Hours
2/24/2022	City of Sandusky, Mobility Management	Q1 Erie County Transportation Stakeholder and Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
04/08/2022	Mobility Management	Senior Wellness Expo	Posters, social media	Attended community event to promote transportation options
05/05/2022	City of Sandusky, Mobility Management	Q2 Erie County Transportation Stakeholder and Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
07/18/2022	City of Sandusky, Mobility Management	Erie County Public Hearing	Public Hearing	TDP Public Hearing
08/04/2022	City of Sandusky, Mobility Management	Q3 Erie County Transportation Stakeholder and Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
09/24/2022	Mobility Management	Erie County Regional Employee Wellness Fair	Social media, posters	
11/3/2022	City of Sandusky, Mobility Management	Q4 Transportation Stakeholder and Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
3/18/2021	City of Sandusky, Mobility Management	Q1 2021 Erie County Transportation Stakeholder and Planning Committee	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
06/17/2021	City of Sandusky, Mobility	Q2 Erie County Transportation Stakeholder	Posters	Discussed transportation barriers, goals and strategies

	Management	and Planning Committee		on coordinating transportation
07/12/2021	Mobility Management	Focus Group	Posters	Garnered feedback on transportation within the county
08/19/2021	City of Sandusky, Mobility Management	2021 Q3 Transportation Stakeholder and Planning Committee Meeting	Posters, social media	Discussed transportation barriers, goals and strategies on coordinating transportation
10/14/2021	City of Sandusky, Mobility Management	2021 Q4 Transportation and Stakeholder Planning Committee	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
10/28/2021	Mobility Management	Erie County Coordinated Plan Public Hearing	Public Hearing	Public hearing for approval of 2022-2026 Public Coordinated Transportation Plan
07/21/2020	City of Sandusky, Mobility Management	2020 Q3 Erie County Transportation Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation
10/8/2020	City of Sandusky, Mobility Management	2020 Q4 Erie County Transportation Planning Committee Meeting	Posters	Discussed transportation barriers, goals and strategies on coordinating transportation

Sandusky Transit System's (STS) LEP Outreach Efforts

All hearings and meetings are held in an accessible location at times that are convenient for minority and Limited English Proficiency (LEP) communities. STS participates in speaking engagements. If the staff is presenting a topic that could be of potential importance to an LEP person or hosts a meeting/workshop in a concentration of LEP person, an interrupter can be available. STS's key printed materials such as rider guides, maps and Title VI information are available in English and alternative formats upon request.

Sandusky City staff attends the Sandusky Community Relations Commission quarterly meeting and is active in neighborhood programs and outreach. STS also works closely with other agencies that serve minority, low-income, and LEP populations daily to assure that public outreach and involvement efforts are effective.

As a public service agency, STS is eager to ensure that it is meeting the needs of the public to the best of its ability.

STS will encourage public participation in advisory boards and councils to aid in public transportation decision-making without regard to race, color, or national origin.

Below is a breakdown of STS's elected governing body as well as the population of the county in which we serve categorized by race according to the United State Census Bureau ACS Demographic and Housing Data.

Erie County	Caucasian	Latino	African American	Asian American	Native American and Other
Population	90.1%	4.9%	8.2%	0.8%	2.7
Governing					
Body	85.7%	0%	14.2%	0%	0%



STS's LIST OF TRANSIT-RELATED TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS

Period: January 1, 2012 – May 1, 2023

	Date (Month, Day, Year)	Summary (Include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
Investigations				
1. NONE	N/A	N/A	N/A	N/A
Lawsuits			\	
1. NONE	N/A	N/A	N/A	N/A
Complaints				
1. NONE	N/A	N/A	N/A	N/A

Attachment 7: Service Standards

SERVICE STANDARDS (REQUIREMENT FOR ALL FIXED ROUTE TRANSIT PROVIDERS)

Background FTA requires all fixed route transit providers of public transportation to develop quantitative standards for the following indicators. Individual public transportation providers will set these standards; therefore, these standards will apply to each individual agency rather than across the entire transit industry.

- Vehicle load for each mode: Generally expressed as the ratio of passengers to the number of seats on a vehicle, relative to the vehicle's maximum load point. Transit providers can specify vehicle loads for peak vs. off-peak times, and for different modes of transit.
- Vehicle headways for each mode: The amount of time between two vehicles traveling in the same direction on a given line or combination of lines.
- On-time performance for each mode: A measure of runs completed as scheduled.
- Service availability for each mode: A general measure of the distribution of routes within an agency's service area.

STS Service Standards

The average of all loads during the peak operating period should not exceed vehicles' achievable capacities, which are 32 passengers for a 35' Medium Duty Bus, 18 passengers for Cutaway Buses and 8 passengers for vans. All vehicles are ADA compliant with at least 2 wheelchair securements in each vehicle.

Vehicle Type Maximum Load Seated Total Factor Average Passenger Capacities Standing: 35' Medium Duty Bus 32, 0, 32, 1.0; Cutaway Bus 18, 0, 18, 1.0; Sprinter Van 8, 0, 8, 1.0.

STS Vehicles' Average Passenger Capacities for Fixed Routes, Paratransit, and On Demand Service

Vehicle Type	Seating Passengers	Standing Passengers	Total	Maximum Load Factor
Medium Duty 35' Vehicles	32	0	32	1.0
Cutaway Buses	18	0	18	1.0
Sprinter Vans	8	0	8	1.0

Vehicle Headway Standards

Fixed Service hours are varied among the different fixed route lines. All fixed route lines are designed to be completed within 1 hour. The Blue line is the only line that operates multiple vehicles (2 per hour) to service each stop every 30 minutes. Every other line operates only one vehicle and the designed frequency per stop is every 60 minutes. The Blue line, Red Line and Yellow Line, in Peak Season, operate 7 days a week, whereas the Green and Purple Line only operate six. In the Off Season, the only change

made to schedule is that the Yellow line reduces hours to match Green and Purple and does not operate on Sundays. No matter weekday or weekend, Peak Season or Off Season, fixed route frequency is 30 minutes (Blue Line) or 60 minutes on all other lines service should begin no later than 5:00 a.m. and continue until 12:30 a.m. (or until time displayed in graph). Scheduling involves the consideration of a number of factors including: ridership productivity, transit/pedestrian friendly streets, density of transit-dependent population and activities, relationship to the Regional Transportation Plan, relationship to major transportation developments, land use connectivity, and transportation demand management.

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Peak Season May 1- Nov. 1

Weekdays	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60
				Stops at 10pm
Yellow Line	60	60	60	60
Purple Line	60	60	60	N/A
Green Line	60	60	60	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Off Season Nov. 1 - May 1

Weekdays	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60 Stops at 10pm
Yellow Line	60	60	60	N/A
Purple Line	60	60	60	N/A
Green Line	60	60	60	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

^{**} N/A means no service provided at that time

^{**} N/A means no service provided at that time

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Peak Season May 1- Nov. 1

Saturday	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60
				Stops at 10pm
Yellow Line	60	60	60	60
Purple Line	60	60	60	N/A
Green Line	60	60	60	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Off Season Nov. 1 - May 1

Saturday	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60 Stops at 10pm
Yellow Line	60	60	60	N/A
Purple Line	60	60	60	N/A
Green Line	60	60	60	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

^{**} N/A means no service provided at that time

^{**} N/A means no service provided at that time

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Peak Season May 1- Nov. 1

Sunday	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60
				Stops at 10pm
Yellow Line	60	60	60	60
Purple Line	N/A	N/A	N/A	N/A
Green Line	N/A	N/A	N/A	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

Policy Headways and Period of Operation (in minutes) for STS Fixed Routes and Paratransit Service Off Season Nov. 1 - May 1

Sunday	Peak	Base	Evening	Night
Blue Line	30	30	30	30
Red Line	60	60	60	60 Stops at 10pm
Yellow Line	N/A	N/A	N/A	N/A
Purple Line	N/A	N/A	N/A	N/A
Green Line	N/A	N/A	N/A	N/A

^{*}peak hours 7-9am and 4-6pm, base hours 9am-4pm, evening hours 6-8pm, night 8pm-12:30am

^{**} N/A means no service provided at that time

^{**} N/A means no service provided at that time

Attachment 8: On-Time Performance Standards

On-Time Performance Standards

An STS vehicle is considered on time if it departs at a scheduled timepoint no more than 1 minute early and no more than 8 minutes late. The Sandusky Transit System's on-time performance objective is 90% or greater. The Sandusky Transit System continuously monitors on-time performance and system results are administratively documented as part of monthly performance reports covering all aspects of operations.

Service Availability Standards

The Sandusky Transit System will distribute transit service so that 90% of all residents in the service area are within a ¼ mile walk of bus service.

SERVICE POLICIES (REQUIREMENT FOR ALL FIXED ROUTE TRANSIT PROVIDERS)

Background FTA requires that all providers of fixed route public transportation develop qualitative policies for the following procedures. These policies are to be set by individual transit providers; therefore, these policies will apply to individual agencies rather than across the entire transit industry.

- Vehicle Assignment
- Transit Amenities

Vehicle Assignments

Vehicles will be assigned to the STS Operations Hub located at 1230 N. Depot St., Sandusky, Ohio. Due to the current state of the vehicle inventory, we have extended the average age of the fleet not to exceed 13 years. High passenger capacity buses are deployed on frequent service fixed routes and other high-ridership lines, so these buses carry a higher share of ridership than their numerical proportion of the overall bus fleet. All buses are also equipped with air conditioning. Bus assignments consider the operating characteristics of buses of various lengths, which are matched to the operating characteristics of the route. Local routes with lower ridership may be assigned Cutaway buses rather than Medium Duty sized buses. Some routes requiring tight turns on narrow streets are operated with Sprinter Vans rather than Cutaways or Medium Duty buses.

Transit Amenities Policy

Installation of transit amenities along bus and rail routes are based on the number of passenger boardings at stops along those routes.

Attachment 9: Annual Certifications and Assurances

Annual Certifications and Assurances

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual certifications and assurances. Primary recipients will collect Title VI assurances from sub-recipients prior to passing through FTA funds.

Sandusky Transit System will remain in compliance with this requirement by annual submission of certifications and assurances as required by NHDOT.

The date of last submission of these certifications and assurances (at the time of this Plan's approval) is: January 9, 2023

Title VI Plan Revision Log

1				
Date Month/day/year	Section Revised	Summary of Revisions		
1-9-23	Creation of document	All document updates and creation		
5-13-24	Revised for FTA transition into direct recipient 5307 funding	All documents revised		

Attachment 10: Title VI Plan Approval & Compliance Requirements

	Title VI Plan Adopted on:	(05/13/2024)
	Adopted by:	City of Sandusky Commissioners
	Signature(s):	
Approval:		
	4	
	1	



COMMUNITY DEVELOPMENT

240 Columbus Ave Sandusky, Ohio 44870 419.627.5832 www.cityofsandusky.com

TO: John Orzech, City Manager

FROM: Debi Eversole, Housing Development Specialist

DATE: April 29, 2024

RE: City Commission Agenda Item – Sale of Land Bank Parcel #57-03575.000 – Third Street

<u>ITEM FOR CONSIDERATION:</u> The purpose of this communication is to request approval of legislation allowing the City Manager to execute a 'Purchase and Sale Agreement' for one (1) parcel of land currently in the City of Sandusky's Land Reutilization Program, that is no longer needed for any municipal purpose located in the 1900 block of Third Street, further identified by the Auditor as Erie County Parcel No. 57-03575.000.

BACKGROUND INFORMATION: Pursuant to Ordinance No. 07-026 passed June 11, 2007, the City is conducting a Land Reutilization Program in accordance with the provisions of Chapter 5722 of the Ohio Revised Code. The City Commission approved acquisition of the parcel on 11/13/2012, pursuant to Resolution 031-12R. The City received a Sheriffs Deed for the parcel on 11/16/13, through foreclosure for delinquent real estate taxes.

The vacant parcel, No. 57-03575.000, is zoned R1-40 "Single Family Residential". The lot size is approximately 40' x 135'.

Kimberly Keefe has requested the vacant non-productive land to construct a two-story residential structure, approximately 28' x 60' that will be owner occupied. The second floor will be residential living area hosting 3 bedrooms and 1.5 baths. The zoning department gave preliminary approval based on the information submitted. If the final building plans require any further approvals, they must obtained along with required permits prior to construction commencing. The Land Bank Committee approved the request at their scheduled meeting on March 18, 2024,

The City of Sandusky has been maintaining this parcel for almost 11 years and new residential development is desired in this area, as this is an acquisition zone.

The purchase and sale of this property is subject to City Commission approval. The Land Bank Committee recommends the purchase price at \$1,500.00 plus closing costs. This is consistent with the recently approved fair market value pricing strategy for Land Bank parcels that will host new development.

The sale of the parcel to Ms. Keefe will provide new residential in-fill housing that will protect and enhance surrounding property values. Not only will this vacant non-productive parcel be put back into tax producing status, but the new residential construction will provide increased revenue for the taxing districts.

BUDGET IMPACT: The sale proceeds will cover the expenses incurred by the City for such services as title search, closing costs, deed preparation, and any other customary fees that may be due and payable in the ordinary course of the sale and purchase transaction. The taxing districts will begin collecting approximately one hundred fifteen (\$115.00) dollars per year in real estate taxes, which will increase once the structure is complete.

ACTION REQUESTED: It is requested legislation be adopted allowing the City Manager to enter into a purchase and sale agreement with Kimberly Keefe to sell the property no longer needed for any municipal purpose located on Third Street, and further identified by the Auditor as Erie County Parcel No. 57-03565.000 for the purchase price of one thousand five hundred dollars (\$1,500.00) plus closing costs. If approved, the applicant is ready to break ground soon. Therefore, it is further requested that the legislation be passed under suspension of the rules and in full accordance with Section 14 of the City Charter in order to promptly execute the closing.

Debi Eversole,		
Housing Development Specialist		
I concur with this recommendation:		
reducti with this recommendation.		
Colleen Gilson,	John Orzech,	
Community Development Director	City Manager	
cc: Stowart Hactings Law Directs		
cc: Stewart Hastings, Law Director Michelle Reeder, Finance Dire		

Cathy Myers, Commission Clerk

ORDINANCE	NO.	

AN ORDINANCE DECLARING THAT CERTAIN REAL PROPERTY OWNED BY THE CITY AS PART OF THE LAND REUTILIZATION PROGRAM IDENTIFIED AS PARCEL NO. 57-03575.000, LOCATED AT LOT NO. 454 ON THIRD STREET IS NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT WITH RESPECT TO THAT REAL PROPERTY; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

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

WHEREAS, the City Commission authorized the acquisition of the property located at Lot No. 454 on Third Street, Parcel No. 57-03575.000, by Resolution No. 031-12R passed on November 13, 2012, under said Land Reutilization Program, which property is more specifically described in Exhibit "A" (the "Property") attached to a certain Purchase Agreement, a copy of which is marked Exhibit "1" with respect thereto (the "Purchase Agreement"), which property is no longer needed for any municipal purposes; and

WHEREAS, Kimberly Keefe has requested to acquire this vacant nonproductive land to construct a two-story structure with residential living area on the second floor hosting three (3) bedrooms and one and one-half (1.5) baths; and

WHEREAS, the Land Bank Committee met on March 18, 2024, and approved the acquisition and sale of this property to Kimberly Keefe at the purchase price of \$1,500.00, plus closing costs and is not less than fair market value in accordance with the provisions of Chapter 5722 of the Ohio Revised Code and the City's Land Reutilization Policies and Procedures; and

WHEREAS, the City will recoup the costs and expenses associated with the property and purchase and sale agreement from the sale proceeds; 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 promptly execute the closing within (30) days as usual and customary in the sale of real estate; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **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, determines and declares that the Property, Parcel No. 57-03575.000, located at Lot No. 454 on Third Street, Sandusky, more specifically described in Exhibit "A", a copy of which is attached to this Ordinance and is specifically incorporated as if fully rewritten herein, is no longer needed for any municipal purpose and that the execution of the Purchase Agreement providing for the sale, pursuant to Section 25 of the Charter of this City, to the Purchaser of the Property at the purchase price set forth in the Purchase Agreement, is in the economic interest of the City and in furtherance of the City's Land Reutilization Program referenced in those preambles in accordance with the provisions of Chapter 5722 of the Ohio Revised Code. The City Manager is hereby authorized and directed to execute the Purchase Agreement on behalf of the City, substantially in the same form as attached to this Ordinance, marked Exhibit "1", and specifically incorporated as if fully rewritten herein, together with any revisions or additions as are approved by the Law Director as not being substantially adverse to the City and consistent with carrying out the City's public purpose. Upon the exercise by the Purchaser to purchase the Property pursuant to that Purchase Agreement, the City Manager is also hereby authorized and directed on behalf of the City to execute a quit claim deed conveying the Property to the Purchaser, which quit claim deed shall be in a form satisfactory to the Law Director. The City Manager, Law Director, Finance Director, and other City officials, as appropriate, are each hereby authorized to execute and deliver such instruments, certificates and other documents and take such actions as are necessary and in the best interests of the City in order to carry out and consummate the foregoing actions authorized by this Ordinance.

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

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

PAGE 3 - ORDINANCE NO.

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: May 13, 2024

PURCHASE AND SALE AGREEMENT

This Agreement is made and entered into this _	day of	2024, by and
between the City of Sandusky, Erie County, Ohio, a Mui	nicipal Corporatio	n, 240 Columbus Ave,
Sandusky, Ohio hereinafter referred to as the "Seller" a	nd Kimberly Keef	e, 522 Nantucket Drive,
Sandusky, Ohio 44870 hereinafter referred to as the "P	urchaser".	

WITNESSETH:

In consideration of the premises and the mutual promises and covenants hereinafter contained, the parties do hereby agree as follows:

- 1. The Seller agrees to sell to the Purchaser and the Purchaser agrees to purchase from the Seller, one unimproved parcel of real property located at Third Street, Sandusky, Ohio, and identified as Erie County Parcel No. 57-03575.000, and more fully described in the legal description marked Exhibit "A" and attached hereto.
- 2. The total purchase price for the real property located at Third Street, Sandusky, Ohio, shall be one thousand five hundred dollars (\$1,500.00) plus closing costs, which is not less than the fair market value set by the Land Bank Committee.
- 3. Seller shall furnish to Purchaser a quit claim deed conveying to Purchaser all of the Seller's interest in the Property. The Property shall be free and clear of the liens, taxes, assessments, penalties and interest prior to the date of closing. Purchaser shall pay all of the taxes and assessments due and payable after the date of closing.
- 4. Purchaser shall construct one (1) single-family residential dwelling on the Property in accordance with the preliminary plans attached hereto and incorporated herein as Exhibit "B", which will be owner occupied. Completion of construction shall occur within twelve (12) months from the date Purchaser acquires title. If the Purchaser fails to complete construction within twelve (12) months from the date Purchaser acquires title, the title to the Property together with all improvements made or erected shall automatically be forfeited and revert to and vest in the City of Sandusky. The City shall have the right to reenter and take possession of the property. An extension of twelve (12) additional months may be granted by the Land Bank Committee upon written request from the Purchaser prior to the original twelve (12) month deadline.
- 5. The closing date of this transaction shall be no later than June 30, 2024 or at such other time as may be mutually agreed upon, in writing, by the parties. The escrow agent herein shall be Hartung Title Agency, 327 E. Washington Street, Sandusky, Ohio 44870. All funds and documents required to close this transaction shall be deposited with said escrow agent on or before the closing date. An executed counterpart of this Agreement shall be deposited with the escrow agent by the Seller and this Agreement shall serve as the escrow instructions. The escrow agent may attach its standard conditions of acceptance thereto; provided, however, that in the event such standard conditions are inconsistent or in conflict with the terms of this Agreement, this Agreement shall control.

Purchase and Sale Agreement Kimberly Keefe Third Street / 57-03575.000 Page 2 of 5

- 6. The Seller and the Purchaser represent that no real estate broker or agent was involved in this transaction and that no brokerage fees, commissions, or other compensation is due any real estate broker or agent because of this transaction.
- 7. On the closing date, the escrow agent shall file for record the deeds, and other instruments, if any, required to be recorded pursuant to this Agreement and thereupon deliver to each of the parties, the funds and documents to which they shall be respectively entitled, together with its escrow statement.
- 8. The expenses of closing shall be paid in the following manner:
 - a) The cost of securing a title insurance commitment and policy of insurance shall be paid by Purchaser.
 - b) The cost of preparing, executing, and acknowledging any deeds or other instruments required to convey title to Purchaser in the manner described in this Agreement shall be paid by Seller.
 - c) Each party hereto shall be responsible for their own attorney fees relating to this Agreement and its implementation.
 - d) The cost of transfer and recording of the deed shall be paid by Purchaser.
 - e) Any tax imposed on the conveyance of title to the property to Purchaser shall be paid by Purchaser.
 - f) Any fee charged by the escrow agent shall be equally shared between the Seller and the Purchaser.
- 9. Purchaser shall be entitled to possession of the Property upon the closing of this transaction.
- 10. The Purchaser has examined the Property, has had the opportunity to fully inspect and ask questions about conditions of the same, and acknowledges that they are accepting the Property "AS IS" subject to no warranties as of the date of the execution of this Agreement and that there have been no representations by the Seller as to the condition of this property.
- 11. In the event that the Purchaser breaches this Agreement by not closing this transaction on or before June 30, 2024, earnest money deposited, if any, shall be immediately paid to the Seller, which payment may be treated as liquidated damages (the precise amount of damages being difficult or impossible to ascertain).
- 12. This Agreement sets forth the entire understanding between the parties with respect to the subject matter hereof, and no agreements or understandings nor any representations concerning the same shall be binding upon the parties unless specifically set forth herein.
- 13. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instruments.
- 14. This Agreement shall be binding upon and inure to the benefit of Seller and Purchaser and their respective heirs, legal representative, and assigns.

Kimberly Keefe Third Street / 57-03575.000 Page 3 of 5	
SELLER:	
CITY OF SANDUSKY	
John Orzech, City Manager	
STATE OF OHIO)) ss:	
ERIE COUNTY)	
County and State, personally appeared acknowledged his execution of behalf of said City and by its authorized to the country and by its authorized to the country and by its authorized to the country and state of the country and state, personally appeared to the country and state of the country a	, 2024, before me, a Notary Public in and for said eared John Orzech, City Manager of the City of Sandusky, Ohio, of the foregoing instrument as said officer of said City on ority and that the same is his voluntary act and deed as said the voluntary act and deed of said City.
IN WITNESS WHEREOF, I have her day and year aforesaid. NOTARY PUBLIC	reunto subscribed my name and affixed my official seal on the

Purchase and Sale Agreement

Third Street / 57-03575.000 Page 4 of 5
PURCHASER:
Kimberly Keefe
STATE OF OHIO)) ss:
ERIE COUNTY)
On this day of, 2024, before me, a Notary Public in and for said
County and State, personally appeared Kimberly Keefe and acknowledged their execution of the
foregoing instrument and that the same is their voluntary act and deed.
IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the
day and year aforesaid.
Approved as to Form:
Stewart Hastings
Law Director
City of Sandusky

Purchase and Sale Agreement

Kimberly Keefe

Purchase and Sale Agreement Kimberly Keefe Third Street / 57-03575.000 Page 5 of 5

EXHBIT A

Situated in the City of Sandusky, County of Erie and State of Ohio: Being Lot Number Four Hundred Fifty-Four (454) on Third Street in the Sandusky Business Men's Association Subdivision of Outlots #27, 28, 29 and 30 East of Sycamore Line.

Property Address: Third Street, Sandusky, OH 44870

Tax ID No.: 57-03575.000

EXHIBIT B



DIVISION OF PARKS & RECREATION



1918 Mills Street Sandusky, Ohio 44870 419.627.5886 www.cityofsandusky.com

To: John Orzech, City Manager

From: Jason Werling, Recreation Superintendent

Date: May 1, 2024

cc:

Subject: Commission Agenda Item – Amend Ordinance No. 24-016 for Additional funds

allocated for the purchase of a Toro Groundsmaster 5910 Mower

<u>ITEM FOR CONSIDERATION:</u> Legislation amending Ordinance No. 24-016 for the purchase of a Toro Groundsmaster 5910 Mower through the Sourcewell cooperative purchasing program Contract No. 031121-TTC for the Grounds Maintenance Division at an amount not to exceed \$159,940.32.

<u>BACKGROUND INFORMATION</u>: After an 18-month wait, the above listed mower is now available for a purchase price of \$159,940.32, from Century Equipment of Toledo, OH through the Sourcewell cooperative purchasing program, Contract No. 031121-TTC. The new mower is equipped for increased efficiency and ease of operation. The City had originally allocated \$124,521.50 for the purchase of this mower in 2022 and the City Commission approved the additional cost of \$34,418.82 under Ord. 22-032. The actual additional amount needed is \$35,418.82 and therefore Ord. 24-016 needs to be amended to reflect the actual increase. The total price of the mower has not changed and is still accurate.

The purchase of the new mower is necessary to replace an existing older Toro Mower, which is beyond its useful life and is getting more difficult to repair due to the age and availability of parts. It is recommended the mower be declared obsolete and unfit for City use and be auctioned on the internet with the proceeds from the sale to be deposited in the Capital Fund.

BUDGETARY INFORMATION: The additional cost of \$35,418.82 will be paid for using Capital funds. This \$159,940.32 mower purchase will be included in the capital budget for 2024.

ACTION REQUESTED: It is recommended that proper legislation be prepared amending Ordinance No. 24-016, to allocated additional funds in the correct amount of \$35,418.82 to purchase a Toro Groundmaster 5910 Mower through the Sourcewell cooperative purchasing program Contract 031121-TTC for Grounds Maintenance Division in an amount not to exceed \$159,940.32 and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to immediately amend Ordinance No. 24-016 to reflect the actual price increase and purchase this mower in May 2024.

I concur with this recommendation:	
 John Orzech, City Manager	Colleen Gilson, Community Development Director

C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director



Quotation for Mills Creek Golf Course

Date: 12/20/2023 Sourcewell

Quote No: Q112810

Prepared For: Troy Vaccaro Quote No: Q112810

City of Sandusky

Sandusky, Ohio 44870-4598 United States

Expires Date:

03/14/2024

Delivery Date:

Contract:

Sourcewell

Payment Terms:

Sales Person: Greg Walter

gwalter@centuryequip.com

(330) 321-9016

Summary

Qty	ID	Name	Unit Award	Ext Award
1	31699	Groundsmaster 5910 (T4)	\$150,887.10	\$150,887.10

Configuration Product Details

Qty	ID Name	Unit Award	Ext Award
1	31699 Groundsmaster 5910 (T4)	\$150,887.10	\$150,887.10

Totals

Equipment Total (Toro – Trades + Allied) \$150,887.10

 Set Up Total
 \$4,526.61

 Freight Total
 \$4,526.61

 State Sales Tax
 \$0.00

 Miscellaneous
 \$0.00

 Grand Total
 \$159,940.32

CERTIFICATE OF FUNDS

In the Matter of: Toro Mower- cost correction

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 #431-6202-55610

By: Michelle Reder

Michelle Reeder

Finance Director

Dated: 5/6/24

AN ORDINANCE AMENDING ORDINANCE NO. 24-016, PASSED ON JANUARY 8, 2024, TO CORRECT A SCRIVENER'S ERROR; DECLARING A 1999 TORO 580 MOWER AS UNNECESSARY AND UNFIT FOR CITY USE PURSUANT TO SECTION 25 OF THE CITY CHARTER; AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A NEW TORO GROUNDSMASTER 5910 ROTARY MOWER FROM CENTURY EQUIPMENT OF TOLEDO, OHIO, THROUGH THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM FOR THE GROUNDS MAINTENANCE DIVISION; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, it was determined by the Fleet Maintenance Chief Foreman that the 1999 Toro 580 Mower was no longer fit for use due to its age and availability of parts and was recommending the mower be declared obsolete, unnecessary and unfit for City use and be auctioned on the internet with the proceeds from the sale to be deposited in the Capital Fund (Vehicles, Facilities & Equipment Fund); and

WHEREAS, it was recommended to replace the 1999 Toro 580 Mower with a new Toro Groundsmaster 5910 Rotary Mower which was equipped for increased efficiency and ease of operation; and

WHEREAS, Sourcewell's (formerly National Joint Powers Alliance [NJPA]) cooperative contract purchasing leverages the national purchasing power of more than 50,000 member agencies while also streamlining the required purchasing process and as a municipal national contracting agency, Sourcewell establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law; and

WHEREAS, the City, as a member of the Sourcewell Cooperative Purchasing Program (Member ID 68351), desired to purchase a Toro Groundsmaster 5910 Rotary Mower that was competitively bid and made available through the membership from Century Equipment of Toledo, Ohio; and

WHEREAS, the City Commission approved the purchase of a new Toro Groundsmaster 5910 Rotary Mower at the price of \$124,521.50 by Ordinance No. 22-032, passed on February 28, 2022; and

WHEREAS, by the time the mower was available in 2024, the cost had increased to \$159,940.32, and the City Commission amended Ordinance No. 22-032, to approve the additional cost by Ordinance No. 24-016, passed on January 8, 2024; and

WHEREAS, it was recently discovered that a scrivener's error was made on Ordinance No. 24-016 and that although the total cost of \$159,940.32 was correct, the price actually increased by \$35,418.82 and not \$34,418.82; and

WHEREAS, the total cost of \$159,940.32 for the Toro Groundsmaster 5910 Rotary Mower is being paid with Capital Funds; and

PAGE 2 - RESOLUTION NO. _____

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 amend Ordinance No. 24-016 to reflect the actual price increase; 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 Parks & Recreation, 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 amends Ordinance No. 24-016, passed on January 8, 2024.

Section 2. This City Commission authorizes and directs the City Manager to expend additional funds in the amount of **Thirty-Five Thousand Four Hundred Eighteen and 82/100** (\$35,418.82) for the purchase of one (1) Toro Groundsmaster 5910 through the Sourcewell Cooperative Contract No. 031121-TTC, from Century Equipment of Toledo, Ohio, for a total amount **not to exceed** One Hundred Fifty Nine Thousand Nine Hundred Forty and 32/100 (\$159,940.32).

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

PAGE 3 - RESOLUTION NO.	
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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: May 13, 2024

DEPARTMENT OF PUBLIC WORKS



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

To: John Orzech, City Manager

From: Aaron M. Klein, P.E.

Date: May 1, 2024

Subject: Commission Agenda Items – Agreements for the West Monroe Street Resurfacing

project

ITEM FOR CONSIDERATION: Legislation for West Monroe Street Resurfacing project (PID 119649) for:

- 1) authorizing the City Manager to apply for, accept funds, and enter into an agreement with the Ohio Department of Development (ODOD) Jobs Ohio for a Roadwork Development (629) grant, and
- 2) accept funds and enter into an agreement with the Ohio Department of Transportation (ODOT) Office of Jobs & Commerce.

BACKGROUND INFORMATION: The State of Ohio's Departments of Development and Transportation have created incentive packages for manufacturers that are adding jobs, retaining jobs, and/or expanding operations. The incentives the State of Ohio offers for these items include financially aiding the "impacted community" to enhance infrastructure to accommodate the additional traffic generated by the improved facility. In this instance, Okamoto Sandusky Manufacturing, LLC at 3130 West Monroe Street is adding a new manufacturing process to support their automotive operations. The facility plans to not only retain 133 current jobs, but they also intend to add 10 new positions. This is an additional payroll of approximately \$400,400 to an existing payroll that exceeds \$11M.

Truck routes that will be directly affected are Huron Street (south of Monroe Street), Edgewater Avenue (north of Venice Road), and West Monroe Street (Edgewater Avenue to Tiffin Avenue). However, the section of West Monroe Street between Tiffin Avenue and Broadway Street is already included in a project that will proceed in 2025 so it will not be included in this project. Huron Street, which was last paved in 1993, will need to be reconstructed due to its condition and the expected increase in truck traffic. An asphalt overlay is planned for Edgewater Avenue and West Monroe Street which have not been paved in over 17 years. A utility pole on the southwest corner of West Monroe Street and Huron Street has already been relocated by First Energy to improve turning movements from eastbound tractor trailers. The total project cost is estimated at \$1,140,618 and these sections of roadway are already on the list for resurfacing prior to 2028.

The Greater Sandusky Partnership (GSP) has been coordinating with Okamoto, the City of Sandusky, ODOT, and ODOD to secure funding through the following two grant programs that will require direct legislation between the City of Sandusky and the corresponding funding agency.

Ohio Department of Development (ODOD), Jobs Ohio: The City has been offered \$650,000 through the Roadwork Development (629) grant program. Staff is seeking legislation to submit an application for this full funding request, to accept these funds, if offered, and to enter into an agreement with the funding agency.

Ohio Department of Transportation (ODOT), Jobs & Commerce: The City has been offered 20% of construction costs up to \$225,000 from ODOT Office of Jobs & Commerce. Staff are seeking legislation to accept funds already offered, and to enter into an agreement with this agency. See attached.

Construction is expected between July and December of 2025 with design conducted by the engineering department. The staff are working with Columbia Gas to coordinate this project with one of theirs as well as possible construction of the Sandusky Bay Pathway along the western project limits. Expansion dates by Okamoto have not yet been finalized.

<u>BUDGETARY INFORMATION:</u> Preliminary engineer estimates have the total project to cost \$1,140,618.00, with two grants providing \$875,000 (76.7%). The impact to the City is obligating the remaining other \$265,618 (23.3%) to resurface or reconstruct Edgewater Avenue, West Monroe Street, and Huron Street. This funding has been allocated in the 5-year Capital Improvement. Exact funding sources will be determined at the time of bid.

<u>ACTION REQUESTED:</u> It is recommended that proper legislation be passed authorizing the City Manager to:

- 1) apply for, accept up to \$650,000 of grant funds, and enter into an agreement with the Ohio Department of Development (ODOD) Jobs Ohio for a Roadwork Development (629) grant, and
- 2) accept up to \$225,000 of grant funds and enter into an agreement with the Ohio Department of Transportation (ODOT) Office of Jobs & Commerce.

It is further requested that the necessary legislation be passed under suspension of the rules and in full accordance with Section 14 of the City Charter to secure the funding immediately and lock the project into the 2025 budget cycle.

I concur with this recommendation:				
ohn Orzech				
City Manager				

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director

RESOL	UTION	NO.	

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE OHIO DEPARTMENT OF DEVELOPMENT THROUGH THE ROADWORK DEVELOPMENT GRANT PROGRAM FOR THE WEST MONROE STREET RESURFACING PROJECT; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Roadwork Development Grant Program (629 Program) was created to promote economic development, business expansion and job creation by providing roadwork improvement funding for eligible projects in the State of Ohio; and

WHEREAS, the Ohio Department of Development 629 Program provides grants to local jurisdictions with an economic development project to assist them with eligible public roadwork improvement costs and a secondary goal of the 629 Program is working with employers benefiting from the public roadwork improvement to create new jobs or preserve existing employment opportunities in the State of Ohio; and

WHEREAS, Okamoto Sandusky Manufacturing, LLC, located at 3130 W. Monroe Street, is adding a new manufacturing process to support their automotive operations and plans to add ten (10) new positions increasing payroll by approximately \$400,400.00 to an existing payroll that exceeds \$11 Million dollars; and

WHEREAS, the West Monroe Street Resurfacing Project involves the resurfacing or reconstruction of the truck routes that will be directly affected by the new business and includes Edgewater Avenue (north of Venice Road), West Monroe Street (Edgewater Avenue to Broadway Street), and Huron Street (south of Monroe Street) and although West Monroe Street from Broadway Street to Tiffin Avenue will be affected, this section of street is already included in another project that will proceed in 2025 so is not included in this project; and

WHEREAS, the preliminary estimates for the total project cost is \$1,140,618.00 of which \$650,000.00 will be paid with grant funds from the Ohio Department of Development, if awarded, and up to \$225,000.00 from the Ohio Department of Transportation for a total amount of \$875,000.00 (76.7%) and the City's portion of \$265,618.00 (23.3%) will be paid with funds allocated in the 5-year Capital Improvement Plan; and

WHEREAS, approval is being requested in companion legislation to accept funds from the Ohio Department of Transportation through the Office of Jobs & Commerce Economic Development (JCED) Program in the amount \$225,000.00 for the West Monroe Street Resurfacing Project and to enter into a grant agreement for the awarded funds; and

WHEREAS, this Resolution should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to submit the grant application to the Ohio Department of Development

PAGE 2 - RESOLUTION NO._____

and secure funding as soon as possible and to lock the project into the 2025 budget cycle; 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 approves the submission of a grant application to the Ohio Department of Development for financial assistance through the Roadwork Development Grant Program (629 Program) for the West Monroe Street Resurfacing Project, (PID #119649).

Section 2. This City Commission authorizes and directs the City Manager to provide all information and documentation required for possible financial assistance and to execute any grant agreements and lawfully expend funds consistent with the application and agreement should they be awarded.

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

PAGE 3 - RESOLUTION NO._____

adoption	and	due	authentication	by	the	President	and	the	Clerk	of	the	City
Commissi	on of	the (City of Sandusky	, Oł	nio.							

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST:

CATHLEEN A. MYERS
CLERK OF THE CITY COMMISSION

ORDINANCE	NO.		

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ACCEPT GRANT FUNDS IN THE AMOUNT OF \$225,000.00 FROM THE OHIO DEPARTMENT OF TRANSPORTATION THROUGH THE OFFICE OF JOBS & COMMERCE ECONOMIC DEVELOPMENT (JCED) PROGRAM FOR THE WEST MONROE RESURFACING PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY GRANT AGREEMENTS AND TO EXPEND THE FUNDS CONSISTENT WITH THE GRANT AGREEMENT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Jobs and Commerce Economic Development (JCED) Program provides funding for transportation projects that promote job creation, job retention, and private sector investment and is managed by ODOT's Office of Jobs & Commerce; and

WHEREAS, Okamoto Sandusky Manufacturing, LLC, located at 3130 W. Monroe Street, is adding a new manufacturing process to support their automotive operations and plans to add ten (10) new positions increasing payroll by approximately \$400,400.00 to an existing payroll that exceeds \$11 Million dollars; and

WHEREAS, the West Monroe Street Resurfacing Project involves the resurfacing or reconstruction of the truck routes that will be directly affected by the new business and includes Edgewater Avenue (north of Venice Road), West Monroe Street (Edgewater Avenue to Broadway Street), and Huron Street (south of Monroe Street) and although West Monroe Street from Broadway Street to Tiffin Avenue will be affected, this section of street is already included in another project that will proceed in 2025 so is not included in this project; and

WHEREAS, the preliminary estimates for the total project cost is \$1,140,618.00 of which \$650,000.00 will be paid with grant funds from the Ohio Department of Development, if awarded, and up to \$225,000.00 from the Ohio Department of Transportation for a total amount of \$875,000.00 (76.7%) and the City's portion of \$265,618.00 (23.3%) will be paid with funds allocated in the 5-year Capital Improvement Plan; and

WHEREAS, approval is being requested in companion legislation to submit an application to the Ohio Department of Development through the Roadwork Development Grant Program (629 Program) for grant funds in the amount \$650,000.00 for the West Monroe Street Resurfacing Project and to enter into a grant agreement, if awarded 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 formally accept the funds from the Ohio Department of Transportation through the Office of Jobs & Commerce Economic Development (JCED) Program to secure funding as soon as possible and to lock the project into the 2025 budget cycle; and

PAGE 2 - ORDINANCE NO.____

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 and/or Finance Director to accept grant funds from the Ohio Department of Transportation through the Office of Jobs & Commerce Economic Development (JCED) Program for the West Monroe Resurfacing Project (PID #119649), in the amount of Two Hundred Twenty-Five Thousand and 00/100 Dollars (\$225,000.00).

Section 2. This City Commission authorizes and directs the City Manager to execute any grant agreement between the City of Sandusky and the Ohio Department of Transportation in relation to the acceptance of the grant funds and to lawfully expend the funds consistent with the grant agreement.

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 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

FA	IGE 3 - ORDII	IVANCE NO
Sandusky, Ohio.		
		RICHARD R. BRADY PRESIDENT OF THE CITY COMMISSION
	ATTEST:	

CATHLEEN A. MYERS

CLERK OF THE CITY COMMISSION

DEPARTMENT OF PUBLIC WORKS



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

To: John Orzech, City Manager

From: Aaron M. Klein, P.E.

Date: May 2, 2024

Subject: Commission Agenda Item – Award a Contract to Slip in Concrete, LLC. of Sandusky,

Ohio for the Sandusky Wheels Park Project

<u>ITEM FOR CONSIDERATION:</u> Requesting legislation awarding a contract to Slip in Concrete, LLC of Sandusky, Ohio for the Sandusky Wheels Park Project.

BACKGROUND INFORMATION: Legislation was presented at the April 9, 2024, City Commission meeting requesting permission to bid the Sandusky Wheels Park project. This project will be a destination public park accessible to users of many types of wheels, all ages, and all skill levels. The existing skate park was constructed in approximately 1999/2000 and is at the end of its useful life. This public amenity is well used by residents and visitors of all ages and has a passionate group of supporters advocating for its replacement and revitalization.

The following bids were received on Wednesday, May 1, 2024, at 1:30 PM at a formal bid opening:

Slip in Concrete	Base Bid:	\$865,230.06
Sandusky, OH	Alternate 1:	\$22,000.00
	Alternate 2:	\$11,000.00
	Alternate 3:	\$2,707,675.00
	Alternate 4:	\$132,459.35
	_	

Alternate 5: \$0.00

Grindline Skateparks, Inc.

Base Bid: \$937,441.22

Seattle, WA

Alternate 1: \$62,587.86

Alternate 2: \$21,794.04

Alternate 3: \$42,927.30

Alternate 4: \$289,588.90

Alternate 5: \$1,000.00

After reviewing the bids, forms submitted, and all company qualifications, Slip in Concrete provided a complete bid and is considered to be the lowest and best as per the Ohio Revised Code. Local Preference Policy does not apply because federal funds are intended to be used to help pay for this work.

In addition to the base bid, staff recommend awarding Alternate 1 for two shade structures. The remaining alternates that staff is not recommending included trash receptacles, benches, relocation of the drinking fountain, the pump track, and an owner's allowance.

<u>BUDGETARY INFORMATION</u>: Base bid and Alternate 1 would bring the total construction cost not to exceed \$887,230.06 which will be paid with American Rescue Plan Act (ARPA) Funds. The engineer's estimate for the base bid was \$887,768.00.

<u>ACTION REQUESTED</u>: It is recommended that proper legislation be approved to award a contract to Slip in Concrete of Sandusky, Ohio in an amount not to exceed \$887,230.06 for the Sandusky Wheels Park project, and that the necessary legislation be passed under suspension of the rules in accordance with Section 14 of the City Charter to allow for a notice to proceed to be issued since the contractor has a goal of completing the project in the 2024 construction season.

I concur with this recommendation:		
John Orzech		
City Manager		

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director

CERTIFICATE OF FUNDS

In the Matter of: All Wheels Park

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 #240-0000-55990

By: Michille Reede

Michelle Reeder

Finance Director

Dated: 5/6/24

ORDINANCE	NO.	

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH SLIP IN CONCRETE OF SANDUSKY, OHIO, FOR THE SANDUSKY WHEELS PARK PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, this City Commission approved a Professional Design Services Agreement with OHM Advisors of Cleveland, Ohio, for the Sandusky Skate Park – Design Development Project for the preliminary design and community engagement process for a new skate park by Ordinance No. 22-194, passed on September 26, 2022; and

WHEREAS, this City Commission approved a Professional Design Services Agreement with OHM Advisors of Cleveland, Ohio, for the design and construction documentation for the Sandusky Wheels Park Project by Ordinance No. 23-188, passed on September 11, 2023, and subsequently amended the agreement for services for construction administration and construction material testing by Ordinance No. 24-046, passed on February 26, 2024; and

WHEREAS, the Sandusky Wheels Park Project involves the construction of a new all-wheels destination public park accessible to users of many types of wheels, all ages, and all skill levels located behind the Justice Center on Meigs Street, and includes sidewalks, drainage, and Alternate Bid 1 for shade structures; and

WHEREAS, this City Commission declared the necessity for the City to proceed with the proposed Sandusky Wheels Park Project by Resolution No. 019-24R, passed on April 9, 2024; and

WHEREAS, upon public competitive bidding as required by law two (2) appropriate bids were received and the bid from Slip in Concrete, LLC of Sandusky, Ohio, was determined to be the lowest and best bid; and

WHEREAS, the total construction cost of this project is \$887,230.06 and will be paid with American Rescue Plan Act (ARPA) Stimulus Funds; and

WHEREAS, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to allow a notice to proceed to be issued with the goal of completing the project in the 2024 construction season; and

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

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

PAGE 2 - ORDINANCE NO. _____

Section 1. The City Manager is authorized and directed to enter into a

contract with Slip in Concrete, LLC of Sandusky, Ohio, for the Sandusky Wheel

Park Project, in an amount **not to exceed** Eight Hundred Eighty-Seven Thousand

Two Hundred Thirty and 06/100 Dollars (\$887,230.06) consistent with the bid

submitted by Slip in Concrete, LLC 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

DEPARTMENT OF PUBLIC WORKS



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

To: John Orzech, City Manager

From: Joshua R. Snyder, P.E.

Date: April 23, 2024

Subject: Commission Agenda Item – Award a Contract to Great Lakes Demolition of Clyde, Ohio

for the Columbus Avenue Reconstruction and Streetscape Project.

<u>ITEM FOR CONSIDERATION:</u> Requesting legislation awarding a contract to Great Lakes Demolition of Clyde, Ohio for the Columbus Avenue Reconstruction and Streetscape Project.

BACKGROUND INFORMATION: Legislation was approved at the March 11, 2024, City Commission meeting requesting permission to bid the Columbus Avenue Streetscape and Reconstruction Project (Resolution 015-24R). This project will provide for improvements to Columbus Avenue, a new traffic signal installation at the Washington and Columbus intersection; as well as including full depth pavement construction, a new larger water main line, new water services, extended storm sewer lines, new catch basins, manhole castings, curb, ADA curb ramps, landscaping, light poles, lighting, electric service pedestals, crosswalks, signage, and pavement markings all along Columbus Ave.

The approved engineers estimate for bidding was \$4,948,663.91.

The following bids were received on Thursday, April 4, 2024, at a formal bid opening:

Great Lakes Demolition Base Bid: \$4,669,940.75

Clyde, OH Alternate F: \$111,808.26 (Brick pavers in Amenity Zone)

Alternate G: \$31,104.00 (Cast Iron ADA Mats Upgrade)
Alternate J: \$28,359.00 (Addition of (2)-2" spare conduits

along ea. side)

TOTAL: \$4,841,212.01

Bond: 100%

Speer Brothers Inc. Base Bid: \$5,156,710.14 Sandusky, OH Alternate F: \$187,198.00

Alternate F: \$187,198.00
Alternate G: \$23,040.00
Alternate J: \$43,470.00

TOTAL: \$5,410,418.14

Bond: 100%

After reviewing the bids, Great Lakes Demolition provided the lowest and best responsive bid.

Staff recommend awarding Alternates F, G and J as well. Add Alternate F will allow installation of brick pavers between the curb and the backs of the planters in the "amenity zone". Alternate G will upgrade the plastic ADA mats to cast iron. Alternate J will add 2 pairs of 2" conduit, one pair on each side of the road for future electric, fiber optics and/or speaker wire. Staff does not recommend awarding the other alternates out of respect for the budget.

<u>BUDGETARY INFORMATION</u>: The total construction cost shall not exceed \$4,841,212.01. The Central Public Improvement TIF will pay \$359,000.00 and the capital projects fund will pay up to \$1,082212.01 of the initial project costs. The estimated \$3,400,000.00 balance of project will be financed in an upcoming note issuance. The note will be repaid from the Central Public Improvement TIF, Cooke Building TIF and if necessary, capital funds. An amortization schedule and exact costs will be finalized once notes are issued and sold.

The total cost includes the base bid work from Washington Street (US 6) to Water Street and the Alternate bid upgrades listed above.

ACTION REQUESTED: It is recommended that proper legislation be prepared to award a contract to Great Lakes Demolition of Clyde, Ohio in an amount not to exceed \$4,841,212.01 for the Columbus Avenue Streetscape and Reconstruction Project, 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 a notice to proceed to be issued with a goal of completing the project in the 2024-25 construction season to provide minimal impact to traffic and businesses during the winter.

I concur with this recommendation:

John Orzech City Manager

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director

CERTIFICATE OF FUNDS

In the Matter of: Columbus Ave Streetscape

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 #436-7910-55990, 438-7910-55990, 431-6506-55990, 431-6170-55990, 431-6503 & 431-4070

By:

Michelle Reeder

Finance Director

Dated: 5/6/24

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH GREAT LAKES DEMOLITION COMPANY LLC OF CLYDE, OHIO, FOR THE COLUMBUS AVENUE RECONSTRUCTION AND STREETSCAPE PROJECT; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Columbus Avenue Reconstruction and Streetscape Project involves the reconstruction of Columbus Avenue from Water Street to Washington Street (U.S. 6) and includes full depth asphalt pavement, new traffic signal, replacing the water main, service lines and meters, adding sections of storm sewer, new catch basins, manhole castings, curbing, ADA curb ramps, landscaping, light poles, lighting, electric service pedestals, crosswalks, signage, and pavement markings all along Columbus Avenue; and

WHEREAS, this project includes alternate bids for the installation of brick pavers between the curb and the back of the planters in the "amenity Zone", upgrading the plastic ADA mats to ductile iron, and adding two (2) pairs of two-inch conduit on each side of the road for future electric, fiber optics and/or speaker wire; and

WHEREAS, this City Commission declared the necessity for the City to proceed with the proposed Columbus Avenue Reconstruction and Streetscape Project by Resolution No. 015-24R, passed on March 11, 2024; and

WHEREAS, upon public competitive bidding as required by law two (2) appropriate bids were received and the bid from Great Lakes Demolition Company LLC of Clyde, Ohio, was determined to be the lowest and best bid; and

WHEREAS, the total construction cost of this project is \$4,841,212.01 of which \$359,000.00 will be paid with Central Public (Downtown) Improvement TIF Funds, up to \$1,082,212.01 of the initial project cost will be paid with Capital Projects Funds, and the remaining balance of \$3,400,000.00 will be financed through an upcoming note issuance and will be repaid from the Central Public (Downtown) Improvement TIF, Cooke Building TIF and if necessary, 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 in order to issue the notice to proceed with a goal of completing the project in the 2024-2025 construction season to minimize the impact to traffic and businesses during the winter; 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,

PAGE 2 - ORDINANCE NO.

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 Great Lakes Demolition Company LLC of Clyde, Ohio, for the

Columbus Avenue Reconstruction and Streetscape Project, in an amount not to

exceed Four Million Eight Hundred Forty-One Thousand Two Hundred Twelve and

01/100 Dollars (\$4,841,212.01) consistent with the bid submitted by Great Lakes

Demolition Company LLC of Clyde, 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

DEPARTMENT OF PUBLIC WORKS



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

To: John Orzech, City Manager

From: Scott Kromer, Streets & Utilities Superintendent

Date: April 30, 2024

cc:

Subject: Commission Agenda Item – Purchase of a 2024 V65 Bucher Municipal Street Sweeper

for the Streets & Traffic Division

ITEM FOR CONSIDERATION: Legislation authorizing the purchase of a 2024 V65t Bucher Municipal street sweeper from MTech Company of Cleveland, Ohio through the Ohio Department of Administrative Services (OH DAS) procurement program, Contract STS016078 for the Streets & Traffic Division.

BACKGROUND INFORMATION: The above listed street sweeper is available for a purchase price of \$330,866.00, from MTech Company of Cleveland, Ohio through the OH DAS procurement program, Contract STS016078.

The Streets & Traffic division currently has a 2009 M2 Freightliner Madvac Johnston street sweeper that is no longer fit for its intended everyday use within the division due to its age and reliability. The fleet maintenance foreman is recommending that the vehicle be kept for intermittent and backup sweeping performed by the Streets & Traffic division or as a secondary sweeper to clean debris after recreation or extreme weather events.

BUDGETARY INFORMATION: The total cost for a 2024 V65 Bucher Municipal street sweeper is \$330,866.00 and will be paid for using Sewer Capital funds.

ACTION REQUESTED: It is recommended that proper legislation be prepared, and approval be granted to purchase the 2024 V65 Bucher Municipal street sweeper from MTech Company of Cleveland, Ohio through the 2024 OH DAS procurement program, Contract STS016078, in an amount not to exceed \$330,866.00. It is further requested that the legislation be passed under suspension of the rules in full accordance with Section 14 of the City Charter so the truck and chassis can be immediately ordered, as the industry is seeing a thirty week lead time on the chassis and the Streets & Traffic division can begin utilizing the new vehicle at the earliest opportunity.

I concur with this recommendation:		
John Orzech	 Aaron Klein	
City Manager	Director	





 Dealer
 Date

 MTech
 4/3/2024

End User P/O #

City of Sandusky, OH

V65t Standard Sweeper Equipment

Stainless Steel Hopper Screens

Standard Factory Warranty: 2 years or 2,000 Hours

Stainless Steel Cowling with 11/4" Sound Proof Liner L.E.D Indicators on All Solenoid Plugs Completely Covered & Sealed Auxiliary Engine Compartment Step-Up Gear Box Driven Vacuum Fan via Fluid Coupler 10" Inside Diameter Vacuum Hose with Straight Inlet Design Coolant/Oil Pressure Shutdown System Electrical Over Hydraulic Hopper Lift System Maxigap: In-Cab Vacuum Nozzle Tilt System 28" Diameter Trailing Arm Design Gutter Brooms with LED Molded Composite 50 Gallon Auxiliary Engine Fuel Tank w/ Locking Cap Work Lights 8.5 Cubic Yard Stainless Steel Hopper with Lifetime warranty 16" x 50" Wide sweep Broom "Unhanded" Suction Nozzle & Gutter Broom Assemblies 55 degree Dump Angle of hopper Two (2) Hopper Drain Ports on Rear Door:1- 3" Drain Hose and 1- 2" Ball In-Cab Dual Gutter Broom Speed Control Valve Two (2) Side Mounted Hopper Access Doors; LH & RH In-Cab Gutter Broom Down Pressure Control Master Sweep Control Switch to Start/Stop All Sweeping Two (2) Lockable Built-In Hopper Side Storage Lockers: LH & RH **Functions** 415 Gallon Stainless Steel Water Tank w/ Lifetime Warranty 20 Gallon Hydraulic Oil Tank Remote Ground Level Drains: Engine, Hydraulic, Gearbox Oil & Coolant Catwalk 60" x 12" Four (4) Gutter Broom Water Spray Jets Per Side 125 Micron Suction & 25 Micron Return Hydraulic Filters Bumper Mounted Wide sweep Water Spray Bar with Four (4) Spray Jets Hopper and Water Tank Interconnect Four (4) Internal Water Spray Jets at each Vacuum Nozzle Automatic Safety Body Prop with Hands Free Release Remote Grease Zerk for Wide Sweep Pivot Turbo III Precleaner for Auxiliary Engine Handheld Pendant Wide Sweep Broom Down Pressure Control 25' Hydrant Hose with Coupling & Wrench Centralized Weatherproof Systems Locker with Strip LED Inside or Outside Cab Handheld Pendant Dump Controls Liaht Electrical Wiring Color and Number Coded 25 ft. Wash-down Hose Dust Proof Electrical Wiring - IP65 Standards Two (2) Rear Mounted LED Strobes with Limb Guards Water Proof Electrical Wiring - IP67 Standards Body Paint Two Part Epoxy Factory White In Cab integrated sweeper controls with data capture and to monitor Engine Pack & Sweep Gear Powder Coated Gray performance

1 each Sweeper Ops Manual & Parts & Service CD - English

QTY	ID Number	DESCRIPTION	Ohio STS	Selected
0	V65s	Single Gutter Broom with Pneumatic Flap	\$174,344	\$0
1	V65d	Dual Gutter Brooms with Pneumatic Flaps	\$180,041	\$180,041
1	JCB-LP74	JCB Ecomax 74 HP (55kW) @ 2,200 RPM Turbocharged Tier 4 Final Diesel Engine.	Standard	Standard
0	JCB-HP125	JCB Ecomax Tier 4 Final 125HP 93kW @2200 RPM Requires EN690 (or equivalent) Ultra-low Sulphur fuels.	\$15,383	\$0
0	K30025	Gutter Broom In-Cab Tilt Control - Dual	\$4,786	\$0
1	K30218	Gutter Broom In-Cab Tilt Control - Single	\$2,393	\$2,393
1	K30653	Gutter Broom Lateral In-Cab Control - (Dual) available on Dual Sweep VTs only	\$2,862	\$2,862
0	K30652	Gutter Broom Lateral In-Cab Control - (Single) available on Single Sweep VTs only	\$1,484	\$0
0	K30022	Simultaneous Sweep	\$1,378	\$0
0	K30257	Widesweep Broom Powascrub - Added down pressure for SEVERE application. NOTE : Risk of Significant reduction in broom life	\$1,595	\$0
1	K30257D	Dual Gutter Broom Powathrust - Added down pressure for SEVERE application. NOTE: Risk of Significant reduction in broom life.	\$2,862	\$2,862
0	K30257S	Single Gutter Broom Powathrust - Added down pressure for SEVERE application. NOTE: Risk of Significant reduction in broom life.	\$1,590	\$0
0	K30018	Bonded Intake Ducts, Tubes and Heavy Duty Wearplates - Rubberized (Dual)	\$5,035	\$0
0	K30240	Bonded Intake Ducts, Tubes and Heavy Duty Wearplates - Rubberized (Single)	\$1,994	\$0
0	K39907	Additional Full Width Wide Mouth Nozzles (Requires HP Engine & Simultaneous Sweep Options)	\$17,206	\$0
1	K39901	Screen Vibrator - Pneumatic	\$1,908	\$1,908
1	K49904	EZ Clean - Hopper Body Flush Out (2 nozzles)	\$2,862	\$2,862
0	K30024	Catch Basin, Powaboom 8" Diameter includes two (2) Aluminum - 4 ft. Crown and 6 ft. flanged Extensions	\$10,028	\$0
0	K39911	Four (4) Foot Aluminum <u>Crown</u> extension.	\$636	\$0

QTY ID Number	DESCRIPTION	Ohio STS	Selected

0	K39913	Four (4) Foot Aluminum <u>flanged</u> extension.	\$636	\$0
0	K39915	Six (6) Foot Aluminum <u>Crown</u> extension.	\$689	\$0
0	K39917	Six (6) Foot Aluminum <u>flanged</u> extension.	\$689	\$0
0	K39914	Extension Rack Rear door or mid-mounted; holds 2 extensions (Includes option subframe)	\$3,392	\$0
0	K30481	Spring Mounted Rear Littasnatch	\$6,039	\$0
0	K30519	Supawash, 8 gpm, 1500 psi Handlance only	\$9,686	\$0
1	K30145	Supawash, 8 gpm, 1500 psi with Handlance, Wide Sweep Broom Spray Bar Rear Mounted & Suction Nozzle Spray Bar Rear Mounted	\$11,167	\$11,167
0	K39908	Supawash, 8 gpm, 1500 psi with Handlance, Wide Sweep Broom Spray Bar Rear Mounted & Suction Nozzle Spray Bar Rear Mounted & Curb Nozzle	\$11,851	\$0
0	K31088	Rear Door Drain Valve - 4" diameter	\$1,590	\$0
0	K39999	Additional Stainless Steel Water Tank 225 Gallons - Adds 20 inches to WB Consult factory prior to placing order.	\$9,222	\$0
0	K30368	PM-10 Dual, available on Dual Sweep VTs. Adds 9 Extra Spray Nozzles Per Side	\$4,786	\$0
0	K30369	PM-10 Single, available on Single Sweep VTs. Adds 9 Extra Spray Nozzles	\$2,597	\$0
1	K30186	Split Arrow Stick, LED	\$2,849	\$2,849
0	K39914 SF	Option Subframe (required for Rear Door rack and Arrowboard Installation)	\$1,908	\$0
0	K12228	Fire Extinguisher 5 Pound	\$424	\$0
0	K30483	Strobe, Amber (Cab Mounted) LED with Limb Guard	\$1,007	\$0
0	K30151	Engine/Cowl Mounted Worklight LED	\$583	\$0
0	K30153	Work Lights Set of two (Rear mounted) LED	\$954	\$0
1	JNA001	Camera Single Rear Vision Displayed on JVM	\$1,908	\$1,908
0	JSL002	Cameras Dual Rear & Side Displayed on JVM	\$2,862	\$0
0	JSL003	Cameras: Triple Rear & Both Sides Displayed on JVM	\$3,988	\$0
1	PP 001	Preference Plus - extended functionality for custom monitoring, reporting and sweep settings.	\$1,595	\$1,595

QTY	ID Number	DESCRIPTION	Ohio STS	Selected
0	TM00001	Extra - Johnston Technical Manual - Paper Copy	\$456	\$0
0	TM00001	Extra Johnston Operator's Manual - Paper Copy	\$171	\$0
0	JNA100CD	Extra Johnston CD Manuals - Includes Operators, Parts, Service and Technical	\$342	\$0
0	K37633	Set of Spare Keys for Sweeper: Fuel Cap, Systems Locker or Side Lockers	\$239	\$0
0	K37635	Custom Paint Color: Sweeper Body and or Chassis. Dealer must provide a 3x5 paint sample and the RAL or PPG paint code. GET QUOTE	\$0	\$0

QTY	ID Number	DESCRIPTION	Ohio STS	Selected
0	AUTOLUBE	Auto Lube System	\$7,777	\$0
0	GBEXTRCH	GB Extended Reach	\$1,137	\$0
0	PAINT-MISC	Paint - Body or Cab, Standard Paint Colors Only	\$2,213	\$0
0	BRONZE	Bronze Sweeper Total 3 years or 4,500 Hours Parts and Labor	\$7,578	\$0
0	SILVER	Silver Sweeper Total 4 years or 6,000 Hours Parts and Labor	\$8,831	\$0
0	GOLD	Gold Sweeper Total 5 years or 7,500 Hours Parts and Labor	\$9,971	\$0
0	JCB3	JCB 3 years or 5,000 hours	\$2,872	\$0
0	JCB4	JCB 4 Years or 5,000 hours	\$3,350	\$0
0	JCB5	JCB 5 years or 5,000 hours	\$3,829	\$0
0	CUMMINS4	Cummins 4 years or 150,000 miles	\$2,735	\$0
0	CUMMINS5	Cummins 5 years or 150,000 miles \$	\$3,020	\$0
0	ALLISON2500	Allison 5 years unlimited miles 2500 RDS	\$1,555	\$0
0	ALLISON3500	Allison 5 years unlimited miles 3500 RDS	\$2,034	\$0
0	FTL3	Freightliner 3 years or 100,000 miles chassis warranty (excludes engine and transmission)	\$1,709	\$0
0	FTL5	Freightliner 5 years or 100,000 miles chassis warranty (excludes engine and transmission)	\$3,889	\$0
0	FTL7	Freightliner 7 years or 100,000 miles chassis warranty (excludes engine and transmission)	\$5,444	\$0
			Sweeper Subtotal	\$210,447

Standard Chassis Equipment

AM/FM/WB Radio CD, A/C, Dual Air Suspension Seats, Remote & Heated Mirrors, Back Up Alarm, Dualization, and Allison 2500 RDS Transmission, 2 group 31 batteries 2250 CCA,160 amp Alternator, Battery disconnect, Right hand exhaust, power windows and locks. Two speed rear axle.

	Ohio STS	Selected
Freightliner M2 Conventional Chassis, 33K GVW, Cummins ISB 6.7 200 HP Engine with Allison 2500 Transmission. Includes Chassis Dualization. Two-speed rear axle - Ratio 5.86/8.17	\$129,320	\$129,320

Note: A chassis being supplied by a customer or dealer must comply with all BMNA requirements or the chassis will be modified at customer's expense. Consult Factory Prior to Placing order. The customer is RESPONSIBLE for dualized steering.

QTY	SPECIAL CHASSIS OPTIONS AND MODIFICATIONS	Price
1	Freightliner Plus Chassis Surcharge	\$11,000
0		\$0
0		\$0
0		\$0
0		\$0
0		\$0
0		\$0

DISCOUNTS

0	Trade In (If Applicable)	\$0	\$0
1	Additional Discounts - Honoring 2023 OH STS Pricing	\$0	-\$19,901
	Total with Boo	\$330,866	

CERTIFICATE OF FUNDS

In the Matter of: Street Sweeper purchase

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 #613-5820-54090

Michelle Reeder

Finance Director

Dated: 5/6/24

ORDINANCE N	10.

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A 2024 V65T BUCHER MUNICIPAL STREET SWEEPER FROM MTECH COMPANY OF CLEVELAND, OHIO, THROUGH THE STATE OF OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES COOPERATIVE PURCHASING PROGRAM FOR THE STREETS & TRAFFIC DIVISION; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Streets & Traffic Division currently has a 2009 M2 Freightliner Madvac Johnson Street Sweeper that is no longer fit for its intended everyday use within the division due to its age and reliability and the Fleet Maintenance Foreman is recommending this sweeper be kept for intermittent and backup sweeping performed by the Streets & Traffic Division or as a secondary sweeper to clean debris after recreation or extreme weather events; and

WHEREAS, it is recommended to replace the 2009 sweeper with a 2024 V65t Bucher Municipal Street Sweeper which is available from MTech Company of Cleveland, Ohio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program thereby, allowing local political subdivisions to purchase items that have been competitively bid from the successful state vendor giving the City the benefit of the State's negotiated price and eliminating the necessity of formal bidding; and

WHEREAS, the total purchase price for the 2024 V65t Bucher Municipal Street Sweeper is \$330,866.00 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 sweeper to be ordered immediately as there is an approximate lead time on delivery of thirty weeks and so the Streets & Traffic Division can begin using the vehicle 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 Department of Public Works, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this Ordinance be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

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

Section 1. The City Manager is authorized and directed to purchase a 2024 V65t Bucher Municipal Street Sweeper from MTech Company of Cleveland, Ohio, through the State of Ohio Department of Administrative Services Cooperative Purchasing Program, State Contract #STS016078, at an amount **not to exceed** Three Hundred Thirty Thousand Eight Hundred Sixty-Six and 00/100 Dollars

PAGE 2 - ORDINANCE NO._____

(\$330,866.00).

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

COMMUNITY DEVELOPMENT DEPARTMENT



240 Columbus Avenue Sandusky, Ohio 44870 (419) 627-5730 www.cityofsandusky.com

To: John Orzech, City Manager

From: Nicole Grohe, CDBG Program Administrator

Date: May 7th, 2024

Subject: Commission Agenda Item -Community Development Block Grant (CDBG) 2024 One-Year Action Plan and 2024-

2028 Five-Year Consolidated Plan

Item for Consideration: Authorizing and directing the City Manager to accept an Entitlement Grant in the amount of \$715,533.00 of Community Development Block Grant funds for the program year of July 1st, 2024 through June 30th, 2025; and to submit to the United States Department of Housing and Urban Development (HUD) a FY 2024 One-Year Action Plan and a 2024-2028 Five-Year Consolidated Plan; and to execute all certifications and agreements; and to authorize program expenditures.

Background Information: The City of Sandusky is an Entitlement Community, and as such, Sandusky receives a direct allocation from HUD annually. The City is required to submit a One-Year Action Plan each year and a Five-Year Consolidated Plan every five years. The allocation for Sandusky has been published at \$715,533.00. In 2024 as required by HUD, the City of Sandusky undertook the consolidated planning process in order to receive funding from the HUD CDBG program. Sandusky's Five (5)-Year Consolidated Plan for FY 2024-2028 focuses on four priority needs: Affordable Housing, Public Facilities/Infrastructure Improvements, Public Services and Special Needs Assistance and Program Administration and Planning. A One-Year Plan is submitted annually and must provide for activities meeting the goals of the Five Year Consolidated Plan. The annual planning process includes public participation at multiple levels. The City held two public hearings and a Consolidated Plan Advisory Committee meeting between February and April of 2024. Based on the citizen input gathered during these meetings, a draft One-Year Action Plan was prepared. The Plan was made available for citizen comment from April 4th through May 4th 2024. The draft was presented at the April 22nd, 2024 City Commission meeting and was available at the Sandusky Public Library, City Hall, and on the City's website. On May 7th, 2024, the City received their official CDBG allocation amount from HUD.

<u>Budgetary Information:</u> There is no impact on the City's General Fund. All projects in the program will be paid for with CDBG funds.

Action Requested: It is requested that the City Commission approve legislation authorizing and directing the City Manager to accept an Entitlement Grant in the amount of \$715,533.00 for the program year of July 1st, 2024 through June 30th, 2025 and to submit to HUD a One-Year Action Plan and a Five-Year Consolidated Plan and to execute all certifications and agreements and to authorize program expenditures. It is further requested that this legislation take immediate effect in full accordance with Section 14 of the City Charter in order to submit the One-year Action Plan and Five-Year Consolidated Plan to HUD prior to the program year beginning on July 1st, 2024.

I concur with this recommendation:						
Nicole Grohe, Community Development Program Adr	ninistrator					
I concur with this recommendation:						
Colleen Gilson, Community Development Director cc: Stew Hastings, Law Director: Michelle Reeder, Fin		วท				

ORDINANCE	NO.		

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ACCEPT AN ENTITLEMENT GRANT IN THE AMOUNT OF \$715,533.00 TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR THE PROGRAM YEAR OF JULY 1, 2024, THROUGH JUNE 30, 2025, AND TO SUBMIT TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT A FIVE-YEAR CONSOLIDATED PLAN CONTAINING A ONE-YEAR ACTION PLAN; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Community Development Block Grant (CDBG) Entitlement Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for lowand moderate-income persons and the program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-5301 et seq.; and

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) awards grants to entitlement community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services; and

WHEREAS, the City of Sandusky is an Entitlement Community eligible to receive Community Development Block Grant (CDBG) funds directly from the U.S. Department of Housing and Urban Development (HUD) annually and is required to submit a One-Year Action Plan each year and a Five-Year Consolidated Plan every five years; and

WHEREAS, Seven Hundred Fifteen Thousand Five Hundred Thirty-Three and 00/100 Dollars (\$715,533.00) has been allocated from HUD to fund the City's Community Development Block Grant eligible activities for the Program Year of July 1, 2024, through June 30, 2025; and

WHEREAS, the City's proposed Five-Year Consolidated plan for PY 2024-2028, containing the PY 2024 One-Year Action Plan, focuses on four (4) priority needs: Affordable Housing, Public Facilities / Infrastructure Improvements, Public Services, and Special Needs; and

WHEREAS, a One-Year Action Plan is prepared on an annual basis and must provide for activities meeting the goals of the Five-year Consolidated Plan and incorporate comments deemed appropriate by the City, and for the Program Year of July 1, 2024, through June 30, 2025, a draft Annual Action Plan was made available for public review for a thirty (30) day public comment period which began on April 4, 2024, and expired on May 4, 2024, and this Plan must be submitted to HUD by July 1, 2024, with all additional comments being incorporated into the final submission; 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 provide for the submission of the One-Year Action Plan and Five-Year

Consolidated Plan to the United States Department of Housing and Urban Development prior to the Program Year beginning on July 1, 2024; and

WHEREAS, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Community Development, of the City of Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio, finds that an emergency exists regarding the aforesaid, and that it is advisable that this **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 accept an Entitlement Grant in the amount of Seven Hundred Fifteen Thousand Five Hundred Thirty-Three and 00/100 Dollars (\$715,533.00) for the Program Year of July 1, 2024, through June 30, 2025, from the U.S. Department of Housing and Urban Development.

Section 2. This City Commission authorizes and directs the City Manager to submit to the U.S. Department of Housing and Urban Development a Five-Year Consolidated Plan containing a One-Year Action Plan for \$715,533.00 and to execute any required certifications and agreements in relation to the acceptance of the grant and to administer program expenditures consistent with the Five-Year Consolidated Plan and One-Year Action Plan.

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 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

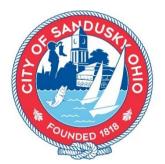
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authentication by the President	and the Clerk	of the City Com	nmission of the	City of
Sandusky, Ohio.				

RICHARD R. BRADY
PRESIDENT OF THE CITY COMMISSION

ATTEST:

CATHLEEN A. MYERS CLERK OF THE CITY COMMISSION



DEPARTMENT OF COMMUNITY DEVELOPMENT

240 Columbus Ave Sandusky, Ohio 44870 419.627.5891 www.cityofsandusky.com

TO: John Orzech, City Manager

FROM: James A. Stacey III, Transit Administrator

DATE: April 29, 2024

SUBJECT: Permission to Purchase- Bus Shelter at Camp and Buchanan

ITEM FOR CONSIDERATION: Requesting legislation authorizing the expenditure of funds to purchase materials to enhance transit waiting environments. The item purchased is through a cooperative purchasing program with Equalis Group, member # EQ-052920-01E and will be paid through CDBG funding. The product is a 5X12 poly hip four-sided bus shelter and will be installed at the bus stop located on the northeast side of the intersection at Camp St. and Buchanan St.

BACKGROUND INFORMATION: In 2023, STS Fixed Routes serviced over 330,000 passengers, across 135 bus stops, equipped with only a total of five bus shelters. Feedback received from public engagement states that customers would like amenities at bus stops that protect them from the weather and bus stop waiting areas that make vehicles more accessible to passengers. Bus shelters offer several benefits to both commuters and the community, including weather protection, safety and security, comfort, and accessibility. The cost for the bus shelter will be paid with FY22 and FY23 Community Block Grant funds. All purchases must be completed and invoiced prior to June 30th, 2024.

The following items will be purchased and are listed on the attached proposal:

Item #1: Bus / Smoking Shelter Vented Poly Hip Roof 4 Side w/ Left and Right Opening 12'X5"

Item #2: Shipping and Handling

BUDGET IMPACT: The total cost of the bus shelter and shipping and handling is \$10,313.10 and will be paid with FY 22 and FY23 Community Development Block Grant Funds.

ACTION REQUESTED: It is requested legislation be approved for the expenditure of funds for the purchase of a bus shelter from Global Industrial, 11 Harbor Park Dr., Port Washington, N.Y. using Equalis Group Intergovernmental Cooperative Purchasing Contract # EQ-052920-01E in an amount

not to exceed \$10,313.10. It is further requested that this legislation takes immediate effect in full accordance with Section 14 of the City Charter to immediately begin the purchasing process so invoicing can be completed by the deadline of June 30th, 2024.

Jame	s A. Stacey III, Public Transit Administrator	
I con	cur with this recommendation:	
John Orzech, City Manager		Colleen Gilson, Director of Community Development
cc:	Cathy Myers, Clerk of the City Commission Michelle Reeder, Finance Director Stewart Hastings, Law Director	



11 HARBOR PARK DRIVE **PORT WASHINGTON, NY 11050**

Sales Quote

Account #: 5581252	Quote #: 7390669	Quote Issued: 04/29/2024
City of Sandusky OH	jstacey@cityofsandusky.com	*Pricing valid for 30 days from quote issue date.
James Stacey	Phone: (419) 627-5715	subject to change based on product availability and/or extraordinary market conditions
1024 CEMENT AVE	Fax:	and of oxidationally market containers
SANDUSKY, Ohio 44870		
CLICK HERE TO LOGIN AN	D PLACE THIS ORDER ONLINE.	

Part#	Description	Shipping	Qty	Price	Extended
239988B	Smoking Shelter Vented Poly-Hip Roof 4 Side W/ Left & Right Front Opening 12'X5' Country Of Origin: UNITED STATES	TRUCK	1	\$9,674.10	\$9,674.10
ltemTotal					\$9,674.10
Tax					\$.00
Shipping and Handling					\$639.00
PLEASE BE SURE TO REVIEW OUR TERMS AND CONDITIONS Total				\$10,313.10	

	Thank you for the opportunity to help with your needs. To place your order or further assistance please contact me.			
Offitiality EQ 052520 01E	Name: RICHARD PEPE Email: RPepe@globalindustrial.com			
	Phone: (516) 744-6558 x206558 Fax:			

*Applicable taxes and shipping charges will be added to invoice.



11 Harbor Park Drive, Port Washington, N.Y. 11050
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Help | Contact Us
This order is subject to Global Industrial's Terms & Conditions of Sale. Global Industrial objects to any other additional or different terms in your purchase order or acceptance.

CERTIFICATE OF FUNDS

In the Matter of: CDBG Bus Shelters- Camp/ Buchanan & 222 Meigs

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 #241-4447-54000

Michelle Reeder

Finance Director

Dated: 5/6/24

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXPEND FUNDS FOR THE PURCHASE OF A BUS SHELTER AT THE INTERSECTION OF CAMP STREET AND BUCHANAN STREET FROM GLOBAL INDUSTRIAL OF PORT WASHINGTON, NEW YORK, THROUGH THE EQUALIS GROUP COOPERATIVE PURCHASING PROGRAM FOR THE SANDUSKY TRANSIT SYSTEM; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, Equalis Group is a cooperative purchasing organization that provides contracts competitively solicited by public agencies for a wide array of products and services and establishes master agreements through rigorous and transparent competitive solicitations conducted in accordance with public procurement guidelines to ensure compliance; and

WHEREAS, the City, as a member of the Equalis Group Cooperative Purchasing Program (Member ID EG-0007642) desires to purchase a bus shelter that has been competitively bid and made available through the membership from Global Industrial of Port Washington, New York; and

WHEREAS, this bus shelter will be installed at the bus stop located on the northeast side of the intersection at Camp Street and Buchanan Street; and

WHEREAS, the total cost for the bus shelter, including shipping and handling, is \$10,313.10 and will be paid with FY22 and FY23 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 to immediately begin the purchasing process so invoicing can be completed by June 30, 2024, pursuant to the CDBG Program; 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. This City Commission hereby authorizes and directs the City Manager and/or Finance Director to expend funds for the purchase of a bus shelter at the intersection of Camp Street and Buchanan Street through the Equalis Group Cooperative Purchasing Program from Global Industrial of Port

PAGE 2 - ORDINANCE NO. _____

Washington, New York, Contract #EQ-052920-01E, for the Sandusky Transit

System, at an amount **not to exceed** Ten Thousand Three Hundred Thirteen and

10/100 Dollars (\$10,313.10).

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



DEPARTMENT OF COMMUNITY DEVELOPMENT

240 Columbus Ave Sandusky, Ohio 44870 419.627.5891 www.cityofsandusky.com

TO: John Orzech, City Manager

FROM: James A. Stacey III, Transit Administrator

DATE: April 26, 2024

SUBJECT: Permission to Purchase- Bus Shelter at 222 Meigs St.

ITEM FOR CONSIDERATION: Requesting legislation authorizing the expenditure of funds to purchase materials to enhance transit waiting environments. The item purchased is through a cooperative purchasing program with Equalis Group, member # EQ-052920-01E and will be paid through CDBG funding. The product is a 5X12 poly hip four-sided bus shelter and will be installed at the Justice Center located at 222 Meigs St.

BACKGROUND INFORMATION: This will be a replacement shelter, as the one that used to be at the Justice Center that was damaged and removed from the site. In 2023, STS Fixed Routes serviced over 330,000 passengers, across 135 bus stops, equipped with only a total of five bus shelters. Feedback received from public engagement states that customers would like amenities at bus stops that protect them from the weather and bus stop waiting areas that make vehicles more accessible to passengers. Bus shelters offer several benefits to both commuters and the community, including weather protection, safety and security, comfort, and accessibility. The cost for the bus shelter will be paid with FY22 and FY23 Community Block Grant funds. All purchases must be completed and invoiced prior to June 30th, 2024.

The following items will be purchased and are listed on the attached proposal:

Item #1: Bus / Smoking Shelter Vented Poly Hip Roof 4 Side w/ Left and Right Opening 12'X5"

Item #2: Shipping and Handling

BUDGET IMPACT: The total cost of the bus shelter and shipping and handling is \$10,312.10 and will be paid with FY22 and FY23 CDBG funds.

ACTION REQUESTED: It is requested legislation be approved for the expenditure of funds for the purchase of a bus shelter from Global Industrial, 11 Harbor Park Dr, Port Washington, N.Y. using Equalis Group Intergovernmental Cooperative Purchasing Contract # EQ-052920-01E in an amount not to exceed

deadline of June 30th, 2024.		
James A. Stacey III, Public Transit Administrator		
I concur with this recommendation:		
John Orzech, City Manager	Colleen Gilson, Director of Community Development	

\$10,312.10. It is further requested that this legislation takes immediate effect in full accordance with Section 14 of the City Charter to immediately begin the purchasing process so invoicing can be completed by the

cc: Cathy Myers, Clerk of the City Commission Michelle Reeder, Finance Director Stewart Hastings, Law Director



Sales Quote

Account #: 5581252	Quote #: 7377623	Quote Issued: 04/17/2024
--------------------	------------------	--------------------------

City of Sandusky OH	jstacey@cityofsandusky.com	*Pricing valid for 14 days from quote issue date. subject to change based on product availability and/or extraordinary market conditions
James Stacey	Phone: (419) 627-5715	
240 COLUMBUS AVE	Fax:	
SANDUSKY Ohio 44870		

Part#	Description	Shipping	Quantity	Price	Extended
239988B	Smoking Shelter Vented Poly-Hip Roof 4 Side W/ Left & Right Front Opening 12'X5'	TRUCK	1	\$9,674.10	\$9,674.10

Item Total:	\$9,674.10
Tax:	\$0.00
Shipping and Handling:	\$638.00
* Total:	\$10,312.10

Notes

• Contract# EQ-052920-01E

Thank you for the opportunity to help with your needs. To place your order or for further assistance please contact me.

Name: RICHARD PEPE

Email: RPepe@globalindustrial.com **Phone:** (516) 744-6558 x 206558

Fax:

*Applicable taxes and shipping charges will be added to invoice.

11 Harbor Park Drive, Port Washington, N.Y. 11050 Copyright © 2020 by Global Industrial. All Rights Reserved.

ORDINANC	E NO	

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXPEND FUNDS FOR THE PURCHASE OF A BUS SHELTER AT THE JUSTICE CENTER LOCATED AT 222 MEIGS STREET FROM GLOBAL INDUSTRIAL OF PORT WASHINGTON, NEW YORK, THROUGH THE EQUALIS GROUP COOPERATIVE PURCHASING PROGRAM FOR THE SANDUSKY TRANSIT SYSTEM; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, Equalis Group is a cooperative purchasing organization that provides contracts competitively solicited by public agencies for a wide array of products and services and establishes master agreements through rigorous and transparent competitive solicitations conducted in accordance with public procurement guidelines to ensure compliance; and

WHEREAS, the City, as a member of the Equalis Group Cooperative Purchasing Program (Member ID EG-0007642) desires to purchase a bus shelter that has been competitively bid and made available through the membership from Global Industrial of Port Washington, New York; and

WHEREAS, this purchase is to replace the shelter that was at the Justice Center and removed due to the roof being damaged; and

WHEREAS, the total cost for the bus shelter, including shipping and handling, is \$10,312.10 and will be paid with FY22 and FY23 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 to immediately begin the purchasing process so invoicing can be completed by June 30, 2024, pursuant to the CDBG Program; 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. This City Commission hereby authorizes and directs the City Manager and/or Finance Director to expend funds for the purchase of a bus shelter for the Justice Center located at 222 Meigs Street through the Equalis Group Cooperative Purchasing Program from Global Industrial of Port

PAGE 2 - ORDINANCE NO. _____

Washington, New York, Contract #EQ-052920-01E, for the Sandusky Transit

System, at an amount **not to exceed** Ten Thousand Three Hundred Twelve and

10/100 Dollars (\$10,312.10).

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: May 13, 2024



240 Columbus Avenue Sandusky, Ohio 44870 419.627.5846 www.cityofsandusky.com

To: John Orzech, City Manager

From: Marcus Harris, Diversity and Economic Opportunity Manager

Date: May 5, 2024

Subject: Commission Agenda Item – Permission to Bid the Freedom's Echo: Sandusky's Underground

Railroad Legacy Signage Project

<u>ITEM FOR CONSIDERATION:</u> Requesting legislation authorizing the City to accept bids for the Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project.

BACKGROUND INFORMATION: The City of Sandusky was awarded a \$40,000 grant by the Ohio Commission for the United States Semi-quincentennial (Am250-OH), which presented a significant opportunity for our community to enhance educational and commemorative programming surrounding the two-hundred-fiftieth anniversary of the independence and founding of the United States.

As previously presented to the Commission in October 2023, the purpose of the America 250-OH grant program is to spotlight the achievements, struggles, honors, innovations, and significance of all people in Ohio since before its founding to the present day. This aligns with Sandusky's rich history and the role it played as a last stop on the Underground Railroad.

Our proposed project, which secured this grant, focuses on leveraging partnerships with key organizations including The Erie County Historical Society, Sandusky Library, Destination Sandusky, and Shores and Islands Ohio. The project centers on the development of interactive exhibits and enhancements to the Underground Railroad guided walking tours.

The project involves the creation of interactive exhibits utilizing wayfinding interpretive signage to enhance the Underground Railroad guided walking tour, showcasing historical homes and the stories of Sanduskians who played a vital role in the Underground Railroad. QR codes will link to audio files narrated by current Sandusky residents, providing a deeper, more immersive experience for tour participants.

The walking tour locations include significant historical sites such as the Beecher House, Second Baptist Church, and the John and Samiel Irvine House, among others. Through a combination of historical preservation and modern technology, we aim to create an immersive experience that brings to life the stories of Sandusky's heroes and their contributions to the Underground Railroad.

This project not only celebrates Sandusky's historical significance but also serves as a testament to our ongoing commitment to education, community engagement, and the preservation of our heritage. By commemorating the Underground Railroad and its connection to our city, we honor the struggle for freedom and equality that continues to resonate today.

The entire Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project has an Engineer's Estimate of \$39,200 and a completion date of December 31, 2024.

<u>BUDGETARY INFORMATION</u>: The estimated cost for the Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project is \$39,200 and will be paid for using grant funds already received through the America 250-Ohio Grants Program.

<u>ACTION REQUESTED</u>: It is recommended that the proposed Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project be approved for bidding and the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to bid the project, receive competitive prices and complete the project prior to the completion date of December 31, 2024 and prior to the grant closing date of February 28, 2025.

Approved:	I concur with this recommendation:
Marcus Harris, Diversity & Economic Opportunity Manager	John Orzech, City Manager

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director

Organization

Organization Name	The City of Sandusky
Organization Address	240 Columbus Ave Sandusky, OH 44870
Organization Phone	(419) 627-5844
Organization Website	https://www.cityofsandusky.com/
Organization EIN Number	346401311
Mission of the Sponsoring Organization	The City of Sandusky does not have a mission statement at this time. It is listed as a deliverable of our current strategic plan RFP.
What is your IRS determination?	Other: Local Government, TAX EXEMPT
Project Title	"Freedom's Echo: Sandusky's Underground Railroad Legacy" Celebrating Ohio's Contribution to Freedom and Liberty
Project Summary	This is a dynamic, multi-agency initiative commemorating the 250th anniversary of the United States. Collaborating with partners such as the Erie County Historical Society, Sandusky Library, and Shores & Islands Ohio, we will illuminate Sandusky's pivotal role in the Underground Railroad through an interactive walking tour, enriched with wayfinding signage and audio narratives. This transformative project, aligning with AM250-OH goals, bridges historical preservation and modern technology. It aims to engage diverse audiences, including tourists, students, and history enthusiasts, fostering pride in Ohio's enduring impact on freedom and equality. The project's success will be measured by economic tourism impact, walking tour participation, and enhanced community awareness. We envision this project having a lasting impact, instilling pride and appreciation for Sandusky's, and Ohio's, integral contribution to the nation's historical narrative.

Project Director

Project Director	Marcus Harris
Project Director Title	Diversity & Economic Opportunity Manager
Project Director Organization	The City of Sandusky
Project Director Address	240 Columbus Ave
	Sandusky, OH 44870
Project Director Email	mharris@cityofsandusky.com
Project Director Phone	(419) 627-5847

Bookkeeper/Treasurer

Narrative

•	
Project Bookkeeper	Michelle Reeder
Bookkeeper Title	Finance Director
Bookkeeper Organization	City of Sandusky
Bookkeeper Address	240 Columbus Ave
	Sandusky, OH 44870
Bookkeeper Email	mreeder@cityofsandusky.com
Bookkeeper Phone	(419) 627-5776
Authorizing Official	
Authorizing Official	John Orzech
Authorizing Official Title	City Manger
Authorizing Official Organization	City of Sandusky
Authorizing Official Address	240 Columbus Ave
	Sandusky, OH 44870
Authorizing Official Email	jorzech@cityofsandusky.com
Authorizing Official Phone	(419) 627-5909

Q1. What do you want to do in this project that will be carried out with AM250-OH funds?

1. Project Details: The project is a multi-agency, multi-year collaboration between the City of Sandusky, The Erie County Historical Society, Sandusky Library, the Lange Trust, Destination Sandusky, and Shores and Islands Ohio. We plan to focus on Sandusky's vital role as a last stop on the Underground Railroad. The project involves the creation of interactive exhibits utilizing wayfinding interpretive signage to enhance the Underground Railroad guided walking tour to showcasing the historical homes. On the signs will be a map of the tour, and a QR code linking to audio files telling the stories of Sanduskians who played a vital role in the Underground Railroad by current Sandusky residents. The Underground Railroad Tour project is an expansion of a project originally created for the Lake Erie Shores and Islands Visitors Bureau by the Sandusky Underground Railroad Education Center with the assistance of the Sandusky Old House Guild. Research assistance was provided by Eden Valley Enterprises, Elaine Lawson(dec.), and the late Janet Senne, a past president of the Erie County Historical Society. Walking Tour locations:

- 215 W Washington Row Beecher House
- 315 Decatur Street Second Baptist Church
- 320-322 Lawrence St. John and Samiel Irvine House
- 404 Wayne Street Follett House
- 231 E. Adams St Joseph M. Root House
- 330 E. Admas St Henry Merry House
- 403 E. Adams Street Rush R. Sloane House
- 422 E. Washington St George Barney House
- 536 E. Washington Street Capt. Thomas McGee House
- Facer Park

By combining historical preservation with modern technology and community involvement, this project aims to create an immersive experience that brings to life the stories of Sandusky's heroes and their contributions to the Underground Railroad. The walking tour, enhanced by interactive exhibits and audio narratives, will serve as a lasting testament to Sandusky's historical significance in the fight for freedom and equality.

In addition to the walking tour enhancements, there is a plan for educational and entertainment activities to celebrate the Underground Railroad walking tour. These activities will be hosted at the Jackson Street Pier, highlighting our beautiful coastal aesthetics and will be in conjunction with our annual Juneteenth celebration concert and fireworks that combines the narratives of the Underground Railroad and emancipation from slavery. Design of the signage has already been completed through our 2018 Bicentennial Plan's Sandusky Bay Bike Pathway project. Creation and installation of wayfinding signage & audio recordings expected to be completed by June 19th, 2024.

2.Importance of the Project: The importance of this project lies in its timely commemoration of the 250th anniversary of the founding of the United

States. As we reflect on this significant milestone, it becomes increasingly crucial to illuminate and celebrate Ohio's exceptional contribution to U.S. history and culture. Within this broader narrative, the project places a special emphasis on Sandusky's pivotal role in the Underground Railroad-a chapter that stands out as a beacon in the fight for freedom and equality.

By undertaking this project now, we seize a unique opportunity to bring to light the untold stories of resilience, courage, and determination that characterized the Underground Railroad in Sandusky. The 250th anniversary serves as a poignant reminder of the enduring principles articulated in the Declaration of Independence. Through our endeavors, we aim to manifest these principles by narrating a history that echoes the values enshrined in the founding documents of our nation.

Sandusky's Underground Railroad history not only represents a local triumph but is an integral part of the broader American narrative. It is a story that speaks to the fundamental ideals of freedom, equality, and the unalienable rights of all individuals. By celebrating Sandusky's role in the Underground Railroad during this historic milestone, we contribute to a broader understanding of the nation's journey toward living out the ideals of the Declaration of Independence.

Furthermore, the project seeks to foster a profound sense of pride in Ohio's impact on our nation's history. As we delve into the narratives of individuals who fought for liberty and equality, we aim to inspire a collective sense of identity and shared history among the citizens of Sandusky and beyond. This celebration is not just a reflection on the past; it is a call to action, encouraging communities to embrace the principles of equality and justice as articulated in the founding documents.

In essence, our project is not merely a historical exploration; it is a transformative journey that aligns with the timeless words of the Declaration of Independence. By highlighting Sandusky's Underground Railroad history, we aspire to contribute to the ongoing pursuit of a society that upholds the inherent rights of all its citizens, fostering a sense of pride in Ohio's enduring impact on the nation's historical narrative.

3. Overall Goals and Evaluation: The primary objectives of this project extend beyond the immediate presentation of historical information; they seek to cultivate a profound and lasting impact on the community's awareness and understanding of the Underground Railroad's significance in Sandusky and Ohio's broader struggle for freedom, justice, and equality. Our overarching goals are rooted in advancing knowledge, fostering engagement, and instilling a sense of pride and appreciation for the historical narratives that have shaped our community.

The success of this endeavor will be gauged through a multifaceted evaluation process. Initially, we will measure the project's impact through the number of attendees at the project launch-an event that signifies the initiation of a transformative journey into Sandusky's rich history. Beyond

this, the economic tourism impact in dollars will serve as a tangible indicator of the project's ability to draw attention to Sandusky's historical significance, contributing to the local economy through increased tourism.

The walking tour, a central component of the project, will be evaluated through the number of participants engaged in this immersive experience. By tracking participation rates, we can assess the extent to which the community is actively involved in learning about and preserving its own history. Our evaluation strategy extends beyond immediate metrics to encompass a longitudinal perspective. Looking towards 2026, success will be measured in the continued growth of the project, manifested in the number of tours given and the sustained increase in attendance at our annual Juneteenth celebration. These milestones will serve as indicators of the enduring impact of the project on community engagement and interest.

Most importantly, we aim to measure success through enhanced community awareness and appreciation. To achieve this, we will conduct pre and post-enhancement community surveys, capturing the evolving sentiments and perceptions of residents regarding the historical narratives presented. The success of the project will be reflected in a community that not only has a deeper understanding of its history but also takes pride in and values the stories of courage and resilience woven into the fabric of Sandusky's past.

Q2. How does your project align with the goals and objectives of the AM250-OH Commission?

Our project epitomizes the ideals of the AM250-OH Commission's objectives weaving Ohio's significant contributions to U.S. history and culture. In aligning with the commission's goals, our initiative places a spotlight on Sandusky's indispensable role in the Underground Railroad, seamlessly interwoven with the commemoration of Juneteenth-an annual celebration that embodies the principles of freedom, equality, and the relentless pursuit of justice outlined in the Declaration of Independence. At its core, our project is a storytelling vehicle, connecting Ohio's unique historical legacy to national narratives. It goes beyond state borders, resonating nationally.

The AM250-OH grants' key objective is to instill pride in Ohio's impact. Our project achieves this by celebrating local heroes, conductors, and freedom seekers, cultivating profound community pride extending to the state, nation, and beyond. Delving into narratives of those who championed freedom becomes a catalyst for instilling pride in Ohio's enduring spirit. By bringing these stories to the forefront, we foster a collective pride transcending geographical boundaries across the United States' historical tapestry.

At its core, our project serves as a powerful vehicle for storytelling, encapsulating the essence of Ohio's unique historical legacy. By illuminating the Underground Railroad's narrative in Sandusky, we provide a tangible connection to the ideals that have shaped the nation. This project serves as an evocative reminder that Ohio's story is interwoven with the larger American narrative, and its impact is not confined to state borders but resonates nationally. In essence, our project embodies the AM250-OH Commission's goals, intertwining historical narratives, pride in heritage, and a commitment to ensuring Ohio's impact is not just acknowledged but celebrated and embraced by future generations.

Q3. Project Personnel

Project Leads:

- Project Director Marcus Harris, Diversity & Economic Opportunity Manager, City of Sandusky
- Project Bookkeeper Michelle Reeder, Finance Director, City of Sandusky
 - Authorizing Official John Orzech, City Manager, City of Sandusky
 - Tondra Frisby Youth Program Supervisor, Sandusky Rec Dept.
 - Thomas Horsman Communications Manager, City of Sandusky
 - McKenzie Spriggs Director, Destination Sandusky

Local Historians and Scholars, who will contribute their expertise on the Underground Railroad

- Erie County Historical Society Board of Trustees
- The Norbert A. and Marion Cleaveland Lange Trust of Sandusky Library
- David Swaldo Reference and Emerging Technologies Librarian,

Sandusky Library

Community Members/ Orgs to help with engagement:

- Shores and Islands Ohio
- Destination Sandusky
- Sandusky Library
- Erie County Historical Society
- Second Baptist Church
- Dora Grant, Community Organizer and Advocate
- Rev. Curtis Johnson, New Jerusalem Baptist Church

Names of Artists and Performers, who will contribute to artistic expressions during public events:

- Revolutionary Entertainment's African Drum & Dance workshop, Detroit,
 MI
- Dr. Melba Joyce Boyd, Wayne State University 2023 Kresge Eminent Artist & Distinguished Professor in African

American Studies at Wayne State University and an award-winning author of 13 books, nine of which are poetry. To

create a work of poetry around the theme of the Underground Railroad and America 250.

• Targeted performer (2026) - Common, Grammy award winner for his collaborations with Erykah Badu and Kanye

West on "Love of My Life (An Ode to Hip-Hop)" (2002) and "Southside" (2007), respectively. For "Glory," a song he

performed with John Legend for the movie Selma, the two artists earned a Grammy and an Oscar. In 2017 Common

won an Emmy for "Letter to the Free," which was featured in DuVernay's documentary 13th (2016).

Experts Involved:

• Dr. Andrw Schocket - Professor of History and American Cultural Studies, Bowling Green State University.

Professor, History and American Culture Studies.

 Dr. Shirley Green - Adjunct Professor of History at BGSU and the University of Toledo as well as the Director of the

Toledo Police Museum. Dr. Green formerly served as a Lieutenant with the Toledo Police Force before earning her

Ph.D. in history at BGSU.

Q4. Audience and Outreach

Our project ensures inclusivity, engaging local residents, students, history enthusiasts, and the broader public, with a special focus on tourism. Sandusky's status as a tourist destination prompts us to target visitors to Cedar Point from neighboring states like Michigan, Pennsylvania, Kentucky, and Indiana. The Underground Railroad Walking Tour and Juneteenth celebrations are designed to enrich their Sandusky experience.

Outreach will extend to regional school systems, fostering pride and curiosity in the next generation of Ohioans. History enthusiasts seeking immersive experiences are also a key audience. Anticipating significant attendance at events, our outreach employs social media, school collaborations, historical societies, and local media partnerships, ensuring well-informed engagement. Projected attendance leading up to 2026, including the America 250 signature event, could exceed 10,000 visitors, highlighting the tourism impact.

Q5. Sponsoring Organization

The City of Sandusky is the sponsoring organization with a vision to preserve and promote Sandusky's historical, cultural, and educational aspects, emphasizing its significance in the Underground Railroad. Reflecting our commitment to diversity and inclusivity, our goal is to create an environment where every voice is heard, and all can thrive, fostering community pride and historical awareness. Aligned with our civic vision, the grant project actively preserves and shares the Underground Railroad's history, integral to our city's cultural and educational identity. The project engages the community, educates the public, and celebrates Sandusky's profound impact on the state, nation, and beyond. Key partners, including the Erie County Historical Society, Shores & Islands Ohio, Lange Trust, Erie County Community Foundation, Sandusky Library, and the Greater Sandusky Partnership, contribute expertise, historical resources, and community connections, ensuring a collaborative approach.

Financial Information

America 250-Ohio Grant Request	50000.00
America 250-Ohio Local Investment / Cost-Share	221820.00
Grant Budget	https://www.dropbox.com/scl/fi/z2ogpwkiv1nakmzcipuwx/152339637_A250 OHBudget_CityofSandusky.xlsx?rlkey=qsxvgcrfyrlqtzyegqowl6u3a&dl=0

Certification: By submitting this form, Y the applicant certifies the organization is not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in state or federally funded programs. America 250-Ohio may request proof of nonprofit status at its discretion. Proper evidence includes 501(c)3 letter, IRS 990 form, or a copy of the Agent Notification Form for Unincorporated Nonprofit Associations from Ohio's Secretary of State.

Yes

Additional Materials

Attachment1	https://www.dropbox.com/scl/fi/a80k61bayomrszry0y5eu/152449982_Wayfi ndingInterpretivedesignandmaterials.docx?rlkey=z636bp0cj8yk3quw6lwam xuq7&dl=0
Attachment2	https://www.dropbox.com/scl/fi/80v8pcw57tr2537jfue8u/152449983_Samplenarrative_SecondBaptistChurch_HistoricToursMarkers_ErieCountyHistoricalSociety.pdf?rlkey=w4zj3z1o8jg3m4s16tzd82eqw&dl=0
Attachment3	https://www.dropbox.com/scl/fi/tdvvxot15awnck5htfl59/152449984_UndergroundRailroadHistoricWalkingTour_ErieCountyHistoricalSociety.pdf?rlkey=zxb3kq761mr1nhp9mtk3zu8eu&dl=0

RESOLUTION N	10.
INESCES ITS IT	

A RESOLUTION DECLARING THE NECESSITY FOR THE CITY TO PROCEED WITH THE PROPOSED FREEDOM'S ECHO: SANDUSKY'S UNDERGROUND RAILROAD LEGACY SIGNAGE PROJECT; APPROVING THE SPECIFICATIONS AND ENGINEER'S ESTIMATE OF COST THEREOF; AND DIRECTING THE CITY MANAGER TO ADVERTISE FOR AND RECEIVE BIDS IN RELATION THERETO; AND DECLARING THAT THIS RESOLUTION SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Ohio Commission for the United States Semiquincentennial (also known as America 250-Ohio) made funds available for grants to non-profit, educational, and local governmental organizations to support educational and commemorative programming about the 250th anniversary of the independence and founding of the United States; and

WHEREAS, the City Commission approved the submission of a grant application to Ohio Humanities through the America 250-Ohio Grant Program to support educational commemorative programing relating to the 250th Anniversary by Resolution No. 049-23R, passed on November 13, 2023, and the City was awarded funds in the amount of \$40,000.00; and

WHEREAS, the purpose of the grant program is to draw attention to the achievements, struggles, honors, innovations, and significance of all people in Ohio since before its founding to the present day and the City's rich history and the role it played as a last stop on the Underground Railroad aligns with this purpose; and

WHEREAS, the Freedom's Echo: Sandusky's Underground Railroad Legacy Signage project involves the creation of interactive exhibits utilizing wayfinding interpretive signage to enhance the Underground Railroad guided walking tour, showcasing historical sites and stories of Sanduskians who played a vital role in the Underground Railroad and includes the use of QR codes to link audio files narrated by current Sandusky residents providing a deeper, more immersive experience for touring participants; and

WHEREAS, the estimated cost of project is \$39,200.00 and will be paid entirely with awarded funds through Ohio Humanities through the America 250-Ohio Grant Program; 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 bid and award the project and complete prior to the completion date of December 31, 2024, and prior to the grant closing date of February 28, 2025; 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 **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

PAGE 2 - RESOLUTION NO._____

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

Section 1. The specifications and estimates of cost as prepared by the Director of Public Works and submitted to this City Commission, and which are now on file in the offices of the Director of Public Works and the Clerk of the City Commission, for the proposed Freedom's Echo: Sandusky's Underground Railroad Legacy Signage Project, be and the same hereby are approved by this City Commission.

Section 2. This City Commission hereby declares it necessary to proceed with the proposed Freedom's Echo: Sandusky's Underground Railroad Legacy Signage Project at the earliest possible time.

Section 3. The City Manager is authorized and directed to advertise for and to receive bids in relation to the proposed Freedom's Echo: Sandusky's Underground Railroad Legacy Signage Project as required by law.

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

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

Section 6. That for the reasons set forth in the preamble hereto, this Resolution is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.

	RICHARD R. BRADY
	PRESIDENT OF THE CITY COMMISSION
ATTEST:	
	CATHLEEN A. MYERS
	CLERK OF THE CITY COMMISSION

Passed: May 13, 2024

DIVISION OF PARKS & RECREATION



1918 Mills Street Sandusky, Ohio 44870 419.627.5886 www.cityofsandusky.com

To: John Orzech, City Manager

From: Jason Werling, Recreation Superintendent

Date: May 1, 2024

Subject: Commission Agenda Item – Purchase of Hustler XONE 60" Mower

<u>ITEM FOR CONSIDERATION:</u> Legislation for the purchase of a Hustler XONE 60" Mower through the Sourcewell cooperative purchasing program Contract No. 031121-H.T.E. with Baker Vehicle Systems of Macedonia, OH, for the Grounds Maintenance Division at an amount not to exceed \$11,369.00.

<u>BACKGROUND INFORMATION:</u> The purchase of the new mower is necessary to replace an existing older Hustler mower that was purchased in 2019 (Model No. 9236799, Serial No. 18093729) and recently damaged beyond repair. It is recommended that this damaged mower be declared obsolete, unnecessary, and unfit for City use and be discarded. The mower is necessary to the day-to-day operations of the Grounds Maintenance division.

BUDGETARY INFORMATION: The total cost of the mower is \$11,369.00 and will initially be paid for using Capital funds with \$8,269 of that amount being reimbursed by the city's insurance.

ACTION REQUESTED: It is recommended that proper legislation be prepared to purchase the Hustler XONE 60" mower from Baker Vehicle Systems of Macedonia, OH, through the Sourcewell cooperative purchasing program Contract 031121-H.T.E. for Grounds Maintenance Division in an amount not to exceed \$11,369.00 and that the necessary legislation be passed under suspension of the rules and in accordance with Section 14 of the City Charter in order to immediately purchase this replacement mower and begin utilizing at the earliest opportunity.

I concur with this recommendation:	
John Orzech City Manager	Colleen Gilson Community Development Director

cc: C. Myers, Commission Clerk; M. Reeder, Finance Director; S. Hastings, Law Director





9035 Freeway Drive • Macedonia, OH 44056 Phone: 330-467-2250 • Fax: 330-467-8308 Serving Golf, Turf & Industry since 1940

TO: City of Sandusky 240 Columbus Avenue Sandusky, OH 44870

DATE: 4/23/2024

ATTN: Mark Stierhoff

Prices quoted are those in effect at the time of quotation. This quotation is subject to acceptance within 15 days.

SALESPERSON	F.O.B	DELIVERY	PAYMENT TERMS
Kevin	Delivered	2-3 weeks	Net 30

QTY.	ITEM	DESCRIPTION	PRICE	EXTENDED
1	941856	Hustler XONE 60" Kawasaki FX850 (27hp) carburated	\$10,582.00	\$10,582.00
	941898	Hustler XONE 60" Kawasaki FX850 (29.5hp) EFI	\$11,249.00	
		Accessories:		
1	606696	Flex Forks	\$388.00	\$388.00
1	126127	Mulch kit 60" (includes wavy blades)	\$399.00	\$399.00
Notes:			SUBTOTAL	\$11,369.00

Notes:	SUBTOTAL	\$11,369.00
iotes.	TAX RATE	
PRICING BASED ON SOURCEWELL CONTRACT #031121-H.T.E	SALES TAX	\$0.00
RICING BASED ON SOURCEWELL CONTRACT #051121-H.T.E	TRADE-IN ALLOWANCE	
	TOTAL	\$11,369.00

BY:		

To accept this quotation, sign here and return:	Date:	

CERTIFICATE OF FUNDS

In the Matter of: Hustler Mower

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 #431-6202-55610

V: Oftende Jalou

Michelle Reeder

Finance Director

Dated: 5/6/24

ORDINANC	E NO	

AN ORDINANCE DECLARING A 2019 HUSTLER XONE MOWER, AS UNNECESSARY AND UNFIT FOR CITY USE PURSUANT TO SECTION 25 OF THE CITY CHARTER; AUTHORIZING AND DIRECTING THE CITY MANAGER TO PURCHASE A HUSTLER XONE 60" KAWASAKI MOWER FROM BAKER VEHICLE SYSTEMS OF MACEDONIA, OHIO, FOR THE GROUNDS MAINTENANCE DIVISION; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.

WHEREAS, the Grounds Maintenance Division used a Hustler mower that was purchased in 2019 and necessary for day-to-day operations and this mower was recently damaged beyond repair and it is recommended the mower be declared obsolete, unnecessary and unfit for City use and be discarded; and

WHEREAS, it is recommended to replace the existing Hustler mower with new Hustler XONE 60" Kawasaki mower; and

WHEREAS, Sourcewell's cooperative contract purchasing leverages the national purchasing power of more than 50,000 member agencies while also streamlining the required purchasing process and as a municipal national contracting agency, Sourcewell establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law; and

WHEREAS, the City as a member of the Sourcewell Cooperative Purchasing Program (Member ID 68351) desires to purchase a Hustler XONE 60" Kawasaki Mower that has been competitively bid and made available through the membership from Baker Vehicle Systems of Macedonia, Ohio; and

WHEREAS, the total cost of the Hustler XONE 60" Kawasaki Mower is \$11,369.00 and will initially be paid with Capital Funds with \$8,269.00 being reimbursed through the City's insurance; 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 purchase the replacement mower and begin utilizing 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 Grounds 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:

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Section 1. This City Commission finds and determines that the 2019 Hustler

XONE 60" Mower, Model No. 9236799, Serial No. 18093729, 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.

Section 2. The City Manager is authorized and directed to expend funds for

the purchase of a Hustler XONE 60" Kawasaki Mower through the Sourcewell

Cooperative Purchasing Program (Contract #031121-HTE) from Baker Vehicle

Systems of Macedonia, Ohio, for the Grounds Maintenance Division at an amount

not to exceed Eleven Thousand Three Hundred Sixty-Nine and 00/100 Dollars

(\$11,369.00).

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: May 13, 2024