



# City of Hudson, Ohio

## Staff Report

File Number: 24-149

Meeting Date: 12/3/2024

Version: 1

Status: Consent Agenda Ready

In Control: City Council

File Type: Resolution

**A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2025, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS AND ENTER INTO CONTRACTS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, AND EQUIPMENT.**

**Brief Description:** This Resolution would authorize the advertisement, receipt of bids and award of contracts for capital items, services, equipment, and materials and supplies for Public Works operations as included in the approved 2025 Annual Budget.

**Legislative History**

Res. 23-162

**Purpose & Explanation**

The City Administration is requesting City Council approval to advertise, bid and award contracts and make purchases for the 2025 Public Works Purchasing Program pursuant to the approved 2025 City budget. A detailed list of all items has been attached and has been reviewed during the budgeting process. These items are scheduled to be bid out after January 1, 2025, and contracts will be entered into during the course of the 2025 year.

The program includes procurement of the following:

- 1.) Equipment
- 2.) Service Contracts
- 3.) Materials

Areas of operation within the Public Works Department:

- 1.) Water Plant/Distribution
- 2.) Streets Maintenance/Traffic Signs
- 3.) Storm Water Maintenance
- 4.) Public Properties
- 5.) Arborist -Street Trees
- 6.) Municipal Cemeteries
- 7.) Municipal Parks
- 8.) Municipal Golf Course
- 9.) City Fleet Division
- 10.) HPP

Award of these projects will be based upon the approved 2025 capital budget.

**Legal Authority for Proposed Legislation**

Pursuant to Charter Section 6.04:

Competitively bid and advertised for three consecutive weeks

- Joint or Cooperative Purchase Program
- Professional Services
- Other

**Fiscal Impact**

- Currently Budgeted (2025 Budget)
- Supplemental Appropriation Required
- Appropriation Not Required

**Does this legislation require use of an emergency clause?**

- Yes
- No

**Suggested Action**

Staff recommends that City Council approve this Resolution authorizing the City Manager to advertise, receive bids and award contracts and to utilize charter-authorized governmental competitive purchasing programs for the procurement of construction materials, supplies, services, equipment, and vehicles for the operation of Public Works in the 2025 budget year.

**Submitted by,**

Thomas Sheridan, City Manager  
Frank J. Comeriato, Jr., Assistant City Manager-Operations  
Kevin Powell, Public Works Director  
Eric Hutchinson, Assistant Public Works Director-Services  
Trent Wash, Assistant Public Works Director, Golf/Cemeteries/Parks



Public Works Department • 1769 Georgetown Road • Hudson, Ohio 44236 • 330-342-1750

## MEMORANDUM

**Date:** November 4, 2024  
**To:** Kevin Powell, Public Works Director  
**Cc:** Eric Hutchinson, Assistant Public Works Director  
 Trent Wash, Assistant Public Works Director  
**From:** Krista Roch, Business Operations Manager  
**Re:** “Exhibit A” Contracts for Competitive Bidding or Charter-Authorized Cooperative Purchasing and Award of Contracts

### “Exhibit A”

#### Contracts for Competitive Bidding or Charter-Authorized Cooperative Bidding and Award of Contracts

Detail of products / services / contracts exceeding \$25,000 annually

#### Equipment / Services or Materials

Contract Type	Annual Amount	Multi-Year Contract Amount	Budget Areas
Pro Shop Items from Taylor Made	\$75,000	N/A	Golf
Pro Shop Items from Acushnet	\$50,000	N/A	Golf
Pro Shop Items from Callaway	\$50,000	N/A	Golf
Trash & Recycling Service for City Facilities	\$25,000	\$50,000 (2-year contract)	Administration, Public Properties, Service, HPP, HPD, HFD, HEMS, Water
Vehicle GPS & Associated Software for Maintenance & Program Tracking	\$30,000	\$90,000 (3-year contract)	Public Properties, Service, HPP, Parks, Stormwater, Water, Fleet
HVAC Maintenance and Repairs	\$45,000	\$135,000 (3-year contract)	Public Properties, HEMS, HFD
Greens & Right-of-Way Mowing & Trash Removal	\$125,000	\$250,000 (2-year contract)	Hudson Public Power, Public Properties, Service, Street Trees
Substation Preventative Maintenance	\$60,000	N/A	Hudson Public Power
Outage Dispatching Services	\$45,000	N/A	Hudson Public Power

Downtown Refuse & Recycling Services	\$57,000	\$114,000 (2-year contract)	Public Properties
General Cleaning	\$175,000	\$350,000 (2-year contract)	Administration, Public Properties, Service, HPP, HPD, HFD, HEMS, Water
Tree Planting Program	\$50,000	\$100,000 (2-year contract)	Street Trees
Tree Trimming & Maintenance	\$750,000 (HPP \$550,000 / Street Trees \$200,000)	\$1,500,000 (2-year contract)	Hudson Public Power, Street Trees
Leaf Disposal	\$65,000	N/A	Leaf
Road Salt and Conveying	\$572,530	N/A	Service
Residential Driveway Plowing Program	\$50,000	N/A	Service
Filter Media	\$30,000	N/A	Water Resources
Well Rehab	\$60,000	N/A	Water Resources

**Equipment Replacement / Disposal / New Purchase**

Equipment Type	Budget	Budget Areas
Permission to Dispose of Equipment	TBD	Public Works
Case Wheel Loader Lease	\$41,325	Street Maintenance & Repair Fund
Replace 2010 Large Message Board	\$26,000	Street Maintenance & Repair Fund
Replace Attenuator	\$39,000	Street Maintenance & Repair Fund
Laser Printer / Cutter for Sign Making	\$28,000	Street Maintenance & Repair Fund
(2) Zero Turn Mowers	\$30,000	Parks Fund
Backstop Replacement	\$25,000	Parks Fund
Mini Excavator	\$80,000	Electric Fund
Tractor Replacement	\$55,000	Electric Fund
Large Capacity Rough Mower Replacement	\$85,000	Golf Fund
(4) Turf Utility Carts Replacement	\$50,000	Golf Fund
Portable Lifts (Set of 4)	\$80,000	Fleet Fund

**Vehicle Replacements / New Purchases**

<b>Vehicle Type</b>	<b>Budget</b>	<b>Budget Areas</b>
(3) Police Cruisers	\$150,000	Fleet Replacement Fund
Replacement of 2017 Ford F250 (Service/Streets)	\$74,000	Fleet Replacement Fund
Replacement of 2016 Ford F150 (Service/Streets)	\$74,000	Fleet Replacement Fund
Replacement of 2012 Ford F550 (Service/Stormwater)	\$77,000	Fleet Replacement Fund
Replacement of 2012 Ford F450 (Service/Stormwater)	\$85,000	Fleet Replacement Fund
Replacement of 2012 Ford F450 (Service/Stormwater)	\$78,000	Fleet Replacement Fund
Replacement of 2008 Ford E350 (Service/Stormwater)	\$51,000	Fleet Replacement Fund
Replacement of 2007 Ford E450 Camera Truck, Equipment Only (Water)	\$100,000	Fleet Replacement Fund
Replacement of 2012 Chevy 2500 (Water)	\$73,000	Fleet Replacement Fund
Replacement of 2012 Ford F250 (Electric)	\$60,000	Fleet Replacement Fund
Replacement of 2014 Ford Explorer (Engineering)	\$53,000	Fleet Replacement Fund
Vehicle Replacement	\$40,000	Parks Fund

**Capital Projects**

<b>Name of Project</b>	<b>Budget</b>	<b>Budget Areas</b>
Barlow Community Center Carpet Replacement	\$37,000	General Fund (Public Properties)
City Hall Entrance Improvements	\$40,000	General Fund (Public Properties)
City Hall Security Upgrades	\$100,000	General Fund (Public Properties)
Waterproof Parking Terrace	\$74,000	General Fund (Public Properties)
12.47kV Feeder Relay Replacements	\$175,000	Electric Fund
15kV Buss Tie Circuit Breaker Installation	\$250,000	Electric Fund
69 kV Line Protection Relays Replacement	\$300,000	Electric Fund
Ellsworth Meadows Upper Parking Lot Reconfiguration	\$100,000	Golf Fund
Sand Bunker Renovation/Drainage	\$62,500	Golf Fund

Softener Media & Tank Repair	\$600,000	Water Fund (Administration/Treatment)
Well Ladder Design & Replacement	\$50,000	Water Fund (Administration/Treatment)
Playground Updates	\$30,000	Parks Fund
Park By Park Improvement Plan	\$100,000	Parks Fund
Hudson Springs Park Paving Improvements	\$200,000	Parks Fund
Barlow Farm Park Paving Improvements	\$80,000	Parks Fund
Robinson Park Parking Lot & Trail Upgrades	\$50,000	Parks Fund
Inclusive Playground (2)	\$400,000	Parks Fund

**A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2025, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS AND ENTER INTO CONTRACTS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, AND EQUIPMENT.**

WHEREAS, in the operations of the various divisions of the City of Hudson Public Works Department, it is necessary to acquire or lease certain specific pieces of equipment or contract for certain services in order to provide high quality service; and

WHEREAS, in the performance of the public works activities associated with the routine maintenance of public properties and cemeteries, the street system, the electrical distribution system, the water plant and water distribution system, and the storm sewer system, it is necessary to purchase operational and construction materials and supplies for the preservation and maintenance of the City of Hudson infrastructure and often to do so quickly for public health, safety, and general welfare reasons; and

WHEREAS, it is necessary to contract for outside services for either routine maintenance or for construction of capital improvements associated with the operations of the electrical distribution system, water tanks, trees in public areas, water distribution, storm sewer collection systems and public properties and cemeteries and often to do so quickly for public health, safety, and general welfare reasons.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hudson, Summit County, Ohio, that:

Section 1. During the year 2025, the City Manager is authorized to advertise both for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the municipality and for three (3) weeks on the City of Hudson website requesting the submission of bids or to utilize the services of the Ohio Department of Transportation, Ohio Department of Administrative Services, the Communities, Universities and Educational competitive bidding programs, through another political subdivision's contract for purchases or a joint or cooperative purchasing program, as such methods of purchasing and contracting are authorized by state law, for the purpose of acquiring the lowest and best bidder in accordance with the specifications as supplied by the City Manager's office for the purchases of services, equipment, supplies and vehicles or lease of various pieces of equipment or materials to include all the items as approved in the 2025 City budget and as listed on "Exhibit A" attached hereto and incorporated by reference herein.

Section 2. During the year 2025, the City Manager is authorized to advertise both for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the municipality and for three (3) weeks on the City of Hudson website, requesting the submission of bids for the purpose of seeking the lowest and best bidder for the purchase of various materials and supplies for construction maintenance or operating maintenance as included in "Exhibit A" hereto, and in accordance with the specifications supplied by the City Manager's office.

Section 3. During the year 2025, the City Manager is authorized to advertise both for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the municipality and for three (3) weeks on the City of Hudson website requesting the submission of bids for the purpose of seeking the lowest and best bidder for the services and necessary equipment for improvements to public works utilities facilities, to provide routine maintenance and improvements to the traffic control system equipment, to provide routine maintenance, snow and ice removal and landscaping services for municipally-owned properties, public facilities and downtown public areas, to provide for equipment rentals, street sweeping and tree maintenance for public trees on easements and right-of-ways, and projects or services listed in the attached "Exhibit A" and in accordance with the specifications supplied by the City Manager's office.

Section 4. The City Manager is authorized to enter into contracts on behalf of the City for the purposes outlined in Sections 1-3 above in amounts to be appropriated by Council in the 2025 City of Hudson budget (and any subsequent amendments thereto) with the lowest and best bidder (or, in the absence of competitive bidding, pursuant to any other Charter-approved form of purchasing) and in a form satisfactory to the City Solicitor and subject to the affixing to the contract by the Finance Director of a certificate of availability of funds therefor.

Section 5. The City Manager is authorized to add a ten percent (10%) contingency amount to any contracts.

Section 6. The City Manager is further authorized to return all certified checks and bid bonds submitted by the unsuccessful bidders.

Section 7. That the above recitals are fully incorporated as findings herein.

Section 8. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 9. This Resolution shall be in full force and effect from and after the earliest period allowed by law.



PASSED: December 3, 2024

  
Jeffrey L. Anzevino, Mayor

ATTEST:

  
Aparna Wheeler, Clerk of Council

I certify that the foregoing Resolution No. 24-149 was duly passed by the Council of said Municipality on December 3, 2024.

  
Aparna Wheeler, Clerk of Council