



# City of Hudson, Ohio

## Staff Report

File Number: 18-188

Meeting Date: 12/18/2018

Version: 1

Status: Consent Agenda Ready

In Control: City Council

File Type: Resolution

**A RESOLUTION AUTHORIZING THE CITY MANAGER, DURING THE YEAR 2019, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS CHARTER-AUTHORIZED GOVERNMENTAL COMPETITIVE PURCHASING PROGRAMS FOR CONSTRUCTION MATERIALS, SUPPLIES, SERVICES, EQUIPMENT, AND VEHICLES FOR THE SELECTION OF THE LOWEST AND BEST BIDDER TO BE DETERMINED BY COUNCIL; AND DECLARING AN EMERGENCY.**

**Executive Summary:** This annual Resolution allows the Public Works Department to advertise for bids, obtain competitive pricing, and recommend contract awards for those items, contracts and projects that will exceed \$25,000 based on the 2019 approved budget.

### **Legislative History**

Resolution No. 17-200, similar legislation for the year 2017, passed December 27, 2017.

### **Purpose & Explanation**

Throughout the year the City regularly seeks competitive bids and price quotes for a number of items in the Public Works Department. These include equipment, materials and supplies, as well as contractual services for either ongoing services or for repair or improvements to existing facilities and equipment via construction contracts. Attached is "Exhibit A" which lists the goods, services, and contracts that are expected to exceed \$25,000 in 2019.

### **Timing Considerations**

We request emergency legislation to expedite the process of obtaining bids and pricing beginning in January 2019.

### **Fiscal Impact**

- Currently Budgeted
- Supplemental Appropriation Required
- Appropriation Not Required.

### **Suggested Action**

Permission to seek competitive bids through publicly advertising per Charter regulations (Over \$25,000), seek competitive pricing and quotes, or by agreements, either through the local Community, University, Education (CUE) program, US Communities, Sourcewell formerly National Joint Powers Alliance (NJPA), Sourcing Alliance and/or the Ohio Department of Administrative Services Cooperative Purchasing Program(ODAS) through the State of Ohio for the services, equipment and materials as listed in Exhibit "A".

### **Submitted by,**

Jane Howington, City Manager

Frank J. Comeriato, Jr. Asst. City Manager-Operations

Kevin Powell, Assistant Public Works Director

Eric Hutchison, Assistant Public Works Director

Trent Wash, Assistant Public Works Director

Thomas Munn, PW Superintendent-Services

Sonya M. Mottram, Administrative Support Supervisor

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WHEREAS, in the operations of the various departments of the City of Hudson, 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 Hudson, Summit County, State of Ohio, that:

Section 1: During the year 2019, the City Manager is authorized to advertise for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the municipality 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 for Council's consideration 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 listed on "Exhibit A" attached hereto and incorporated by reference herein.

Section 2: During the year 2019, the City Manager is authorized to advertise for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the

municipality, requesting the submission of bids for the purpose of seeking the lowest and best bidder for Council's consideration to purchase 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.

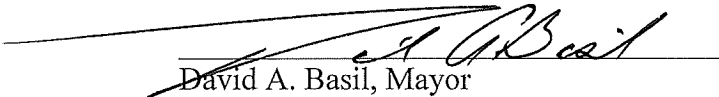
Section 3: During the year 2019, the City Manager is authorized to advertise for a period of at least once a week for two (2) weeks in a newspaper of general circulation within the municipality requesting the submission of bids for purpose of selecting the lowest and best bidder for Council's consideration 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 further authorized to return all certified checks and bid bonds submitted by the unsuccessful bidders.

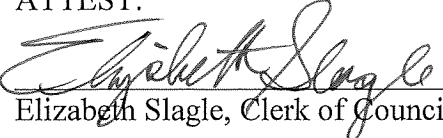
Section 5: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 6: This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare and for the further reason that purchases of the materials, supplies, and services which are the subject of this Resolution may need to be bid and/or purchased immediately in order to supply necessary services to the inhabitants, businesses and visitors of the City for their health and safety; wherefore, this Resolution shall be in effect immediately upon its passage provided it receives the affirmative vote of five (5) members of Council, except that six (6) affirmative votes shall be required if all members are present; otherwise, it shall be in full force and effect from and after the earliest period allowed by law.

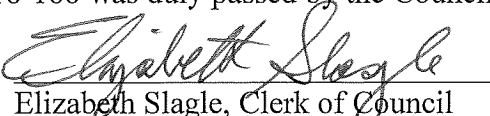
PASSED: December 18, 2018

  
David A. Basil, Mayor

ATTEST:

  
Elizabeth Slagle, Clerk of Council

I certify that the foregoing Resolution No. 18-188 was duly passed by the Council of said Municipality on December 18, 2018.

  
Elizabeth Slagle, Clerk of Council

“EXHIBIT A” - Resolution No. 18-188

**2019 - Contracts for Competitive Bidding or  
Charter-Authorized Cooperative Purchasing**

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

**Equipment, Services or Materials**

<u>Contract Type</u>	<u>Budget</u>	<u>Budget Areas</u>
City-Wide Trash and Recycling Services (Preferred Hauler)	N/A	N/A
Tree Maintenance	\$160,000 / \$450,000	Street Trees / HPP
Tree Planting	\$25,000	Street Trees
General Cleaning	\$88,000	Public Properties
Greens Landscaping Maintenance	\$40,000	Public Properties
Downtown Refuse and Recycling Cans	\$32,500	Public Properties
Golf Pro Items	\$65,000	Golf
Chemicals	\$74,000	Golf
Food / Beverage	\$60,600	Golf
Beer and Wine	\$30,300	Golf
Snow Plow Cutting Edges	\$40,000	Fleet
Snow Plow Guards	\$10,000	Fleet
Street Sweeping	\$30,000	Service
Road Salt & Conveying exp. Sept. 2019	\$320,000	Service
Substation Preventative Maintenance	\$60,000	HPP
Bulk Rock Salt	\$200,000	Water Resources

**Special Projects**

<b><u>Project Type</u></b>	<b><u>Budget</u></b>	<b><u>Budget Areas</u></b>
St. Mary's Columbarium	\$25,000	Cemetery
Skateboard Park Renovation	\$250,000	Parks
Playground Equipment	\$30,000	Parks
Barlow Farm Park Connector Trail	\$90,000	Parks
Golf Drainage	\$75,000	Parks
East Side Sub Relay, controls and Breaker Improvements	\$406,000	HPP
System wide meter change out	\$650,000	HPP
Chart Recorder Improvement	\$20,000	Water
PLC Improvements	\$20,000	Water
Water Softeners	\$35,000	Water
Fiber Optic Aerial Installation	\$80,000	Broadband
Fiber Optic Underground Installation	\$80,000	Broadband
Police Interior Carpet Replacement	\$30,000	Public Properties

**Equipment Replacement**

<b><u>Equipment Type</u></b>	<b><u>Budget</u></b>	<b><u>Budget Areas</u></b>
Golf Fairway mowers (x2)	\$80,000	Parks
Park wide area mower	\$60,000	Parks
Wire Carts	\$60,000	HPP
Tractor Replacement	\$75,000	Service
Backhoe Replacement	\$26,050	Service

**Fleet Replacement Schedule**

<b><u>Vehicle Type</u></b>	<b><u>Budget</u></b>	<b><u>Budget Areas</u></b>
International Digger (HPP)	\$240,000	Fleet
2500 GMC Sierra 4x4 (HPP)	\$29,964	Fleet
Ford F250 4x4 (HPP)	\$43,967	Fleet
Ford F250 4x4 (HPP)	\$32,705	Fleet
Chevy Silverado 4x4 (HPP)	\$37,037	Fleet
Ford F250 (Water Distribution)	\$37,144	Fleet
Sterling Acterra Snow & Ice (Service)	\$185,000	Fleet
Ford F250 4x4 (Water Resources)	\$33,833	Fleet
GMC Savanna (Public Properties)	\$24,456	Fleet
Ford Explorer (Police)	\$29,464	Fleet
Ford Explorer (Police)	\$28,192	Fleet
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**Miscellaneous**

<b><u>Type</u></b>	<b><u>Budget</u></b>	<b><u>Budget Areas</u></b>
Equipment Rental	\$25,000.00	PW
Concrete / limestone / gravel	\$39,000	Service/Dist./San/Storm
GPS Maintenance	\$35,000	Fleet
Guardrail Maintenance	\$5,000	Service
Liquid Deicer	\$30,000	Service