



# City of Hudson, Ohio

## Staff Report

File Number: 14-155

Meeting Date: 12/17/2014

Version: 1

Status: Consent Agenda Ready

In Control: City Council

File Type: Resolution

**A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER, DURING THE YEAR 2015, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS 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 2015 approved budget.

### **Legislative History**

Resolution No. 13-157

### **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 2015.

### **Timing Considerations**

We request emergency legislation to expedite the process of obtaining bids and pricing beginning in January 2015.

### **Fiscal Impact**

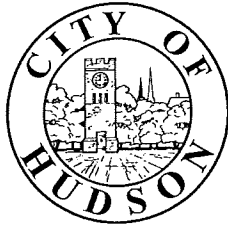
Budgeted contingent upon the 2015 approved budget  
 Supplemental Appropriation Required  
 Appropriation Not Required.

### **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, and/or the State Bidding Cooperative programs through the State of Ohio for the services, equipment and materials as listed in Exhibit "A".

### **Submitted by,**

Frank J. Comeriato, Jr. Public Works Director  
Thomas Munn, PW Superintendent-Services/Arborist



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Department Of Public Works  
1769 Georgetown Rd.  
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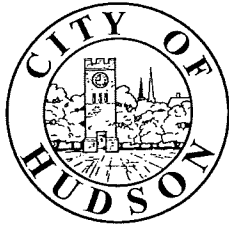
PH (330) 342-1750 · FX (330) 342-1749

## EXHIBIT "A" 2015 - Contracts for Competitive Pricing, Quotes & Bidding

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

### Equipment/Services/Contracts/Materials

| <u>Contract Type</u>   | <u>Budget Areas</u> |
|--|---------------------|
| General Cleaning Service Contract<br>Expires December 2015                     | Public Properties   |
| Greens & Small Properties Landscape Contract<br>Expires December 2015          | Public Properties   |
| Refuse/Recycling Downtown Trash Can Service<br>Contract. Expires December 2015 | Public Properties   |
| Asphalt Street Repairs Contract<br>Expires December 2015                       | Service             |
| Road Salt & Conveying<br>exp. Sept., 2015                                      | Service             |
| Substation Preventative Maintenance<br>Expires December 2015                   | HPP                 |
| ROW Tree Maintenance<br>exp. Dec. 2015   | Street Trees        |
| Tree Planting Contract<br>Expires December 2015                                | Street Trees        |
| Water Treatment Rock Salt<br>Expires December 2015                             | Water Resources     |



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## Special Projects / Purchases 2015

| <u>Project Type</u>  | <u>Budget Areas</u> |
|--|---------------------|
| Road Resurfacing   | Cemetery            |
| Clock Tower Green Flag Pole and Paver Replacement            | Public Properties   |
| Clock Tower Roof Replacement & Masonry                       | Public Properties   |
| Substation Testing Equipment                                 | HPP                 |
| Outage Management System Software/Setup/Training & Licensing | HPP                 |
| Water Well Maintenance and Rehabilitation                    | Water Treatment     |
| Brine Well Design & Construction                             | Water Treatment     |
| Annual Rental – Excavator                                    | Storm Water         |

## Fleet Replacement Schedule

| <u>Vehicle Replacement Type</u> | <u>Budget Areas</u> |
|---------------------------------|---------------------|
| Police Cruiser (x3) - HPD       | Fleet               |
| Plow Truck (x2) - Service       | Fleet               |
| Pickup Truck (x1) - HPP         | Fleet               |
| Flex Fuel Small SUV (x1)        | Fleet               |

## Miscellaneous

| <u>Type</u>                    | <u>Budget Areas</u>    |
|--------------------------------|------------------------|
| Equipment Rental               | PW                     |
| Concrete / limestone / gravel  | Service/Dist/San/Storm |
| GPS Maintenance                | Fleet                  |
| Guardrail Maintenance & Repair | Service                |

A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER, DURING THE YEAR 2015, TO ADVERTISE FOR BIDS OR TO UTILIZE THE VARIOUS 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.

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, the sanitary lift stations and sewer collection system, and the storm sewer system, it is necessary to purchase operational and construction materials 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 or lift stations, street trees or easement trees, water distribution, sanitary or 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 2015, the City Manager is authorized and directed 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 or the Communities, Universities and Educational competitive bidding programs 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 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 2015, the City Manager is authorized and directed 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 2015, the City Manager is authorized and directed 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 and directed to return all certified checks and bid bonds submitted by the unsuccessful bidders.

Section 5: 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 17, 2014

  
\_\_\_\_\_  
William A. Currin, Mayor

ATTEST:

  
\_\_\_\_\_  
Elizabeth Slagle, Clerk of Council

I certify that the foregoing Resolution was duly passed by the Council of said Municipality on December 17, 2014.

  
\_\_\_\_\_  
Elizabeth Slagle, Clerk of Council



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**2015**

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“EXHIBIT A”



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