REGULAR PIQUA CITY COMMISSION MEETING
TUESDAY, MARCH 7, 2017
7:30 PM
COMMISSION CHAMBER – 2ND FLOOR
201 WEST WATER STREET
PIQUA, OHIO 45356

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS
Setting of Public Hearing Date - Tuesday, March 21, 2017 - Regular Piqua City Commission meeting for:
Renewal of applications for placement of farmland in an agricultural district for following parcels:

➤ Steven H. & Brenda K. Allenbaugh - Parcel’s: N44-100640 & N44-100740
➤ Louise I. Cromes – Parcel’s: N44-076845, N44-077116, N44-077120, N44-099300
➤ James A. Hiegel – Parcel- N44-095820

REGULAR CITY COMMISSION MEETING

CONSENT AGENDA

1. APPROVAL OF MINUTES
   Approval of the minutes from the February 21, 2017 Regular City Commission Meeting

OLD BUSINESS

2. RES. NO. R-42-17 (Tabled 2-21-2017)-Amended
   A Resolution authorizing a purchase order to John Deere Company for the purchase of lawn mowers
   for the Public Works Department-Streets and Parks

NEW BUSINESS

3. RES. NO. R-45-17
   A Resolution awarding a contract for the purchase of transformers for the Power System

4. RES. NO. R-46-17
   A Resolution authorizing the Power System Director or his designee to represent the City of Piqua,
   Ohio as a member of the Board of Trustees of American Municipal Power, Inc.

5. RES. NO. R-47-17
   A Resolution authorizing a purchase order to Baker Vehicle Systems Inc. for the purchase of a large
   area rotary mower for the Water Department

6. RES. NO. R-48-17
   A Resolution authorizing the City Manager to enter into an agreement with Delta Airport Consultants,
   Inc. for the Engineering Design Services for the Precision Approach Path Indicator (PAPI) System
   at the Piqua Municipal Airport – Hartzell Field
7. **RES. NO. R-49-17**
   A Resolution authorizing a purchase order to Bob Ross Auto Group, Inc. for the purchase of a truck for the Wastewater Department

8. **RES. NO. R-50-17**
   An Emergency Resolution rescinding Resolution No. R-43-17 regarding authorizing a purchase order to Lebanon Ford for the purchase of two Ford Police Interceptor Utility Vehicles and two Ford Police Interceptor Sedans

9. **RES. NO. R-51-17**
   A Resolution authorizing a purchase order to Lebanon Ford for the purchase of two Ford Police Interceptor Utility Vehicles and two Ford Police Interceptor Sedans

10. **RES. NO. R-52-17**
    A Resolution awarding a contract to Tree Care Inc. for the removal, pruning and emergency tree removal

**PUBLIC COMMENT**
(This is an opportunity for citizens to address the City Commission regarding agenda items, issues, or to provide information. Comments are requested to be limited to five (5) minutes and specific questions should be addressed to the City Manager's office.)

**CITY MANAGER'S REPORT**

**COMMISSIONERS COMMENT**

**ADJOURNMENT TO EXECUTIVE SESSION**

**EXECUTIVE SESSION**
   a. To consider pending or imminent litigation

**ADJOURNMENT**
Piqua City Commission met at 7:30 P.M. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street. Mayor Hinds called the meeting to order. Also present were Commissioners Terry, Wilson, Vogl, and Martin. Absent: None. Motion carried unanimously.

ANNOUNCEMENTS

No one came forward to speak at this time.

Consent Agenda

Approval of Minutes
Approval of the minutes from the February 7, 2017 Regular Piqua City Commission Meeting

Res. No. 23-17
A Resolution reappointing a member to the Downtown District Design Review Board
Ann DeBrosse Corner was reappointed to the Downtown District Design Review Board.

Res. No. 24-17
A Resolution reappointing a member to the Downtown District Design Review Board
Brenda Vetter was reappointed to the Downtown District Design Review Board.

Res. No. 25-17
A Resolution reappointing a member to the Downtown District Design Review Board
Michael Sloan was reappointed to the Downtown District Design Review Board.

Res. No. 26-17
A Resolution reappointing one member to the Energy Board
Greg Blankenship was reappointed to the Energy Board.

Res. No. 27-17
A Resolution reappointing one member to the Energy Board
Roger Hartley was reappointed to the Energy Board.

Res. No. 28-17
A Resolution reappointing a member to the Civil Service Commission
Mike Gutmann was reappointed to the Civil Service Commission.

Res. No. 29-17
A Resolution reappointing a member to the Civil Service Commission
Alissa Blankenship was reappointed to the Civil Service Commission.

Res. No. 30-17
A Resolution appointing a member to the Civil Service Commission
Richard C. Feightner was appointed to the Civil Service Commission

Res. No. 31-17
A Resolution reappointing a member to the Tree Committee
Diane Hart was reappointed to the Tree Committee.

Res. No. 32-17
A Resolution reappointing a member to the Miami County Community Action Board
Nikki Reese was reappointed to the Miami County Community Action Board.

OLD BUSINESS

Ord. No. 1-17 (3rd Reading)
An Ordinance to vacate a portion of Public Right-of-Way

Justin Sommer, Assistant City Manager/Economic Development Director provided the Staff Report.

A petition requesting the vacation of a portion of platted right of way known as an alley located north of South Street and west of College Street, has been submitted for consideration. The Planning Commission conducted a public hearing, Jim Hiegel, Washington Township Trustee came forward at the Planning Commission meeting stating the Trustees had no problem with the vacation of the alley. The Planning Commission recommended approving the request to vacate the portion of public right of way at this time.

Public Comment

No one came forward to speak for or against Ordinance 1-17 at this time.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Ordinance No. 1-17 be adopted. Voice vote, Aye: Terry, Vogt, Wilson, Martin, and Hinds. Nay: None. Motion carried unanimously. Mayor Hinds declared Ordinance No. 1-17 adopted.

NEW BUSINESS

ORD. NO. 2-17
An Ordinance amending Sections 94.01 and 94.02 of the Piqua Code, relating to Green Fees and Full-Session Membership for the Municipal Golf Course

Cynthia Holtzapple, Assistant City Manager/Finance Director provided the Staff Report.

This ordinance will allow the City to implement a modest fee increase at the Echo Hills Golf Course. The green fees and full season membership rates have not been changes since 2008. This update will not affect "special" pricing that can be changed by the City Manager as needed (i.e. outings, limited membership, etc.), stated Ms. Holtzapple.

Public Comment

No one came forward to speak for or against Ordinance No. 2-17 at this time.

Moved by Commissioner Vogt, seconded by Commissioner Martin, to waive the three reading rule requiring the Ordinance to be read fully and distinctly on three separate days be suspended. Voice vote, Aye: Martin, Wilson, Terry, Hinds, and Vogt. Nay: None. Motion carried unanimously.

Moved by Commissioner Wilson, seconded by Commissioner Terry, that Ordinance No. 2-17 be adopted. Voice vote, Aye: Vogt, Wilson, Martin, Terry, and Hinds. Nay: None. Motion carried unanimously. Mayor Hinds declared Ordinance No. 2-17 adopted.

ORD. NO. 3-17
An Ordinance repealing existing Chapter 33.02 and enacting a new Chapter 33.02 of the Piqua Code, relating to employment conditions and repealing existing Chapter 33.08 and enacting a new Chapter 33.08 of the Piqua Code, relating to Employee Insurance
Cindy Holtzapple, Assistant City Manager/Finance Director provided the Staff Report.

Currently exempt employees are able to earn hour for hour compensatory time after working 45 hours in a work week. The change to Chapter 33.02 will allow exempt employees to earn hour for hour of compensatory time after 40 hours in a work week but will still be capped at 240 hours, which is non-compensable but allows time off only. The AFSCME Blue Collar and Clerical contracts included an increase in City paid life insurance from $50,000 to $75,000. The change in Chapter 33.08 will give the remainder of the employees (17) not already at $75,000 or above the same benefit.

Public Comment

No one came forward to speak for or against Ordinance No. 3-17 at this time.

Moved by Commissioner Terry, seconded by Commissioner Wilson, to waive the three reading rule requiring the Ordinance to be read fully and distinctly on three separate days be suspended. Voice vote, Aye: Martin, Wilson, Terry, Hinds, and Vogt. Nay: None. Motion carried unanimously.

Moved by Commissioner Martin, seconded by Commissioner Vogt, that Ordinance No. 3-17 be adopted. Voice vote, Aye: Wilson, Martin, Vogt, Terry, and Hinds. Nay: None. Motion carried unanimously. Mayor Hinds declared Ordinance No. 3-17 adopted.

RES. NO. R-33-17

A Resolution authorizing the purchase of 401 E. Ash Street, and adjacent land, Parcels No, N44-250185, N44-250190, N44-250070, N44-250188

Justin Sommer, Assistant City Manager/economic Development Director provided the Staff Report.

The subject property is identified by the Historic East Piqua Community Center Campus Plan as the key parcel in regards to the redevelopment envisioned for the area. To effectively engage development interest in the project anticipated it is essential that a development entity, control the property. GPW, P'C, and other agencies and members of the community have expressed support for moving forward with this acquisition to advance the redevelopment goal for this property. Negotiations with the property have produced agreement conditions acceptable to both parties and resulted in a purchase agreement.

Public Comment

No one came forward to speak for or against Resolution No. R-33-17


RES. NO. R-34-17

A Resolution authorizing the sale of City owned real estate

Justin Sommer, Assistant City Manager/Economic Development Director, provided the Staff Report.

The petitioner desires to acquire a portion of property owned by the City of Piqua commonly known as Roosevelt Fieldhouse, 401 E. Ash Street, Piqua, Miami County, Ohio and adjacent property. The property is critical to redevelopment of the Miami and Erie Canal Corridor. The buyer desires to assume control of the property to facilitate future economic development.

Public Comment

No one came forward to speak for or against Resolution No. R-34-17.

RES. NO. R-35-17
A Resolution authorizing the sale of City owned real estate

Assistant City Manager/Economic Development Director Justin Sommer provided the Staff Report.

The petitioner desire to acquire as portion of property pending sale to the City of Piqua known as Parcel #N44-250043. The property is currently vacant and is critical to redevelopment of the Historic East Piqua Community Center Campus Plan. The buyer desired to assume control of the property to facilitate future development. The site is ideal for senior housing.

Josh Hughes of Miller Valentine Group came forward and provided additional information on the purchase and use of the properties.

Commissioners asked several questions regarding parking, number of housing units, rental or ownership, utilities included, when completed, further stating there is a need for this type of housing. All questions were answered by Mr. Hughes.

Wes Young, St. Mary’s Development Group, provided background and additional information on the senior housing project and what the plans are for the amenities.

A handout was provided of a rendition of the building design and a map of the location area.

City Manager Huff stated it is very important to be located close to the YMCA, and will be a nice living experience.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-35-17 at this time.


RES. NO. R-36-17
A Resolution authorizing the City Manager to accept property

Chris Melvin, Wastewater Treatment Superintendent, provided the Staff Report.

Mr. Melvin stated he wanted to thank Law Director Stacy Wall for all of her help and expertise and help on getting this accomplished, and also Justin Sommer, Assistant City Manager/Economic Development Director for his help in getting the process rolling.

The City has been working with Piqua Materials (the Quarry) most of 2016 in order to come to terms with an agreement or possibly a land donation. The donated 8.7 acres of land is directly to the east of the Wastewater Treatment Plant. This is where the liquid treatment systems will be constructed, stated Mr. Melvin.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. 36-17 at this time.

Moved by Commissioner Martin, seconded by Commissioner Terry, that Resolution No. R-36-17 be adopted. Roll call vote, Aye: Wilson, Terry, Hinds, Vogt, and Martin. Nay: None. Motion
carried unanimously. Mayor Hinds declared Resolution No. R-36-17 adopted.

RES. NO. R-37-17
A Resolution to pay Piqua Materials, Inc. for the removal of lime on donated property for the Wastewater Plant

Chris Melvin, Wastewater Treatment Superintendent provided the Staff Report.

There was 40,000 tons of lime on the property; a condition of the property was for their lime to be removed. The use of their large mining equipment is due to the least amount of hauling and travel distance, while maximizing largest loads and was a lot cheaper per ton, stated Mr. Melvin. The donated 8.7 acres of land is directly to the east of the Wastewater Treatment Plant.

City Manager Huff provided additional information regarding the removal of the lime.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-37-17 at this time.


RES. NO. R-38-17
A Resolution requesting authorization for the purchase of automated algae testing equipment

Bob Jennings, Water Department Assistant Superintendent provided the Staff Report.

The Water Department is required to do algae testing weekly between the months of May and October and every other week in November through April. The current testing method is very intricate and requires approximately 5-6 hours of an operator’s time. Abraxis Inc, has developed an automated machine that cuts the required manpower time for testing by 75%. The automated machine also makes the process much simpler which helps alleviate the possibility of lab accidents and testing errors. The Ohio EPA highly recommends this particular machine, stated Mr. Jennings.

Commissioners asked several questions regarding the machine and the uses. All questions were answered by Mr. Jennings.

City Manager Huff provided additional information.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-38-17 at this time.


RES. NO. R-39-17
A Resolution requesting authorization for the purchase of a new pump for the Ziegler Road Booster Pump Station

Bob Jennings, Water Department Assistant Superintendent provided the Staff Report.

One of the booster pumps at the Ziegler Road Booster Pump Station has failed and is in need of replacement, this is an original pump (1976) and is beyond repair. These pumps supply water to the west side of Piqua and keep the RM Davis Water Tower full. The pump station has a total of three pumps but they are all original, thus the need to get this pump replaced as soon as possible.
PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-39-17 at this time.


RES. NO. R-40-17

A Resolution requesting authorization to the installation of a new pump for the Ziegler Road Booster Pump Station

Bob Jennings, Water Department Assistant Superintendent provided the Staff Report.

One of the booster pumps at the Ziegler Road Booster Pump Station has failed and is in need of replacement, this is an original pump (1976) and is beyond repair. These pumps supply water to the west side of Piqua and keep the RM Davis Water Tower full. The pump station has a total of three pumps but they are all original. Because of the emergency situation of getting this pump replaced quickly, two local companies were contacted that we knew could perform this type of work. Regal Plumbing and Heating Company was the best price, and have used them in the past and feel comfortable they can perform the job, stated Mr. Jennings.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-40-17 at this time.


RES. NO. 41-17

A Resolution strongly opposing the State of Ohio Governor's proposed 2018-2019 Budget, which opposes centralized collection of net profit tax returns and other disastrous provisions, as detrimental to local governments and which will result in further significant loss of revenue needed to support the health, safety, welfare, and economic development efforts of Ohio's communities, and declaring an emergency

Cynthia Holtzapple, Assistant City Manager/Finance Director provided the Staff Report.

This budget proposal is a continuation of the reduction of local government revenues in the past few years, including the elimination of estate taxes, repeal of the Tangible Personal Property Tax, severe decreases in Local Government Fund allocations, and most recently the passage of HB5 on December 19, 2014, the impact of all of which is estimated to cost the City of Piqua over $1.0 million in income tax revenues annually. The municipal income tax is the single largest fund revenue source for the City of Piqua which provides essential municipal services, promoting a positive quality of life that residents and businesses rely on, and any forced reduction in this revenue will have a negative impact on the residents and businesses, creating an environment detrimental to retaining and attracting business in Ohio, stated Ms. Holtzapple.

City Manager Huff provided additional information on the reason for opposing the legislation.

Mayor Hinds stated she has spoken with other Mayors in surrounding communities and they are all in agreement for opposing the legislation.

Commissioner Terry and Commissioner Vogt, both voiced their concern over the legislation and the issues that will arise if this is passed.
RES. NO. R-42-17
A Resolution authorizing a purchase order to John Deere Company for the purchase of lawn mowers for the Public Works Department-Streets and Parks

Brian Brockhart, Public Works Superintendent provided the Staff Report.

The current mowers are 2014 John Deere Z930M EFI with anywhere between 421-92 hours on them. The warranties were three years on these machines. The City will continue to use them until the new ones are received. The plan is to sell all eight of the mowers that are three years old on Govdeals.com, and expect to receive about $40,000 or even more for them.

Commissioner Martin raised several questions concerning the cost and the options listed. Mr. Brockhart explained the reason. Cynthia Holtzapke Assistant City Manager/Finance Director also provided additional information on the costs.

After discussion it was moved by Commissioner Martin, seconded by Commissioner Vogt to table Resolution No. R-42-17 at this time to receive additional information on the costs.

RES. NO. R-43-17
A Resolution authorizing a purchase order to Lebanon Ford for the purchase of two Ford Police Interceptor Utility Vehicles and two Ford Police Interceptor Sedans

Tom Steiner, Deputy Chief of Police provided the Staff Report.

In the Fall of 2013 the Police Department started a strategic fleet replacement plan. The addition of four units in 2017 will continue the planned replacement by replacing the final marked units that were in the fleet prior to 2013 and two 2003 model year unmarked units. In 2015 and 2016 the city purchased unmarked Ford Police Sedan each year to begin replacement of 2003 model years vehicles used by detectives and administrative staff. All four vehicles will be purchased through the State Bid Contract through Statewide Ford, stated Deputy Chief Steiner.

Commissioners asked several questions which were answered by Deputy Chief Steiner.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-43-17 at this time.


RES. NO. R-44-17
A Resolution authorizing a purchase order to the KE Rose Company for purchase and installation of specialized equipment in Police vehicles

Tom Steiner, Deputy Chief of Police provided the Staff Report.

An Open bid was put out for up-fitting the vehicles in a substantially similar manner as the previous year's equipment up-fit. KE Rose submitted the lowest bid at $25,924.00. The Police Department has been very satisfied with the workmanship and service provided by KE Rose on their previous vehicles and recommends KE Rose.

PUBLIC COMMENT

No one came forward to speak for or against Resolution No. R-44-17 at this time.

unanimously. Mayor Hinds declared Resolution No. R-44-17 adopted.

PUBLIC COMMENT

No one came forward to comment at this time.

City Manager's Report

City Manager Huff stated the I Love Piqua Community Workshop held recently was very well attended, and they answered a lot of questions.

A model of the Lock 9 Park will be on display in the Municipal Government Complex and will be moved around the City in different locations for citizens to view.

Commissioners Comments

Commissioner Wilson thank all of the volunteers who are working on the various City Board and Committees, further stating he appreciates the coming forward. Also Commissioner Wilson asked citizens to think about possibly running for City Commission as there will be one vacant seat available.

Mayor Hinds stated if interested to contact the City Manager's Office or speak to one of the Commissioners for information on seeking a Commission seat.

Commissioner Terry she is not planning on running again in the Forth Ward, and her Commission seat will be available after twelve years. Information can be found on the city website if anyone is interested stated Commissioner Terry.

Mayor Hinds stated she will be attending the Black History Program at Edison Community College on February 28, at 6:00 P.M.

Mayor Hinds announced the PPP Positively Promoting Piqua organization is presenting This, Is Piqua! on Monday, March 6, 2017 at 5:00 P.M. in the Fort Piqua Plaza and encouraged citizens to attend.

Moved by Commissioner Vogt, seconded by Commissioner Martin, to adjourn from the Regular Commission Meeting at 8:35 P.M. Voice vote, Aye: Martin, Wilson, Terry, Vogt, and Hinds. Nay, None.

______________________________
KATHRYN B. HINDS, MAYOR

PASSED: _________________________

ATTEST: _________________________
REBECCA J. COOL
CLERK OF COMMISSION
AMENDED
RESOLUTION NO. R-42-17

A RESOLUTION AUTHORIZING A PURCHASE ORDER
TO JOHN DEERE COMPANY FOR THE PURCHASE OF LAWN
MOWERS FOR THE PUBLIC WORKS DEPARTMENT –
STREETS AND PARKS

WHEREAS, the City of Piqua Public Works Department desires to purchase eight new John
Deere Z950M Commercial ZTrak Mowers for the Street and Parks Departments;

WHEREAS, the City of Piqua provided for the purchase of new lawn mowers in the 20’7
budget appropriations;

WHEREAS, the purchase will be made using The State of Ohio contract # STS 800276 with
John Deere’s (Local Dealer - Koenig Equipment, quote being shown on Exhibit “A” attached hereto;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami
County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: A purchase order is hereby authorized to John Deere Company for the
purchase of eight new John Deere Z950M Commercial ZTrak Mowers according to the
specifications received;

SEC. 2: The Finance Director certifies Street Department funds (Fund 101) in the
amount of $35,481.64 and Parks Department funds (Fund 105) in the amount of $35,481.64 are
available and is hereby authorized to draw her warrants from time to time on the appropriate account
of the city treasury in payment according to contract terms, not exceeding a total of $70,963.28;

SEC. 3: This Resolution shall take effect and be in force from and after the earliest
period allowed by law.

Tabled 2-21-2017

__________________________
KATHRYN B. HINDS, MAYOR

PASSED: ______________________

ATTEST:

__________________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by_____________________
seconded by___________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds __________
Commissioner John Martin __________
Commissioner William Vogt __________
Commissioner Joseph Wilson __________
Commissioner Judy Terry __________
# Commission Agenda
## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
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<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO JOHN DEERE COMPANY FOR THE PURCHASE OF ZERO TURN LAWN MOWERS FOR THE PUBLIC WORKS DEPARTMENT – DIVISIONS OF STREETS &amp; PARKS</td>
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<tr>
<td>SUBMITTED BY</td>
<td>Name &amp; Title: Doug Harter, Public Works Director Department: Public Works</td>
</tr>
<tr>
<td>AGENDA CLASSIFICATION</td>
<td>☑️ Consent</td>
</tr>
<tr>
<td>APPROVALS/REVIEWS</td>
<td>☑️ City Manager</td>
</tr>
<tr>
<td></td>
<td>☑️ Asst. City Manager/Development</td>
</tr>
<tr>
<td></td>
<td>☑️ Department Director</td>
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<tr>
<td>BACKGROUND</td>
<td><em>We are using the State Bid contract # STS 800276 to purchase these mowers as this satisfies our formal bidding requirements.</em></td>
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<td><em>Our current mowers are 2014 models, and have exhausted their warranties. Warranties on these mowers are for 3 years, which is why we have the mowers on a three year capital replacement plan. Without the warranties we will experience increased maintenance costs.</em></td>
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<tr>
<td>BUDGETING AND FINANCIAL IMPACT</td>
<td>Budgeted $: $80,000</td>
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<td>Expenditure $: $70,963.28</td>
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<td>Source of Funds: Division of Streets 101-113-850-8805 - $35,481.64 Division of Parks 105-015-880-8805 - $35,481.64</td>
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<td>Narrative: *There will be a total of 8 new mowers purchased, 4 in each department. The cost per mower is $8,870.41. *We plan to sell all the 2014 model mowers on GovDeals.com, as we believe the resale value could bring more than $5,000 per mower. Koenig Equipment has already offered us $4,500 per mower, so we will set a reserve of $4,500 on GovDeals.</td>
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<tr>
<td>OPTIONS</td>
<td>1. Approve Resolution R-42-17 as presented.</td>
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<td>2. Approve Resolution R-42-17 with changes.</td>
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<td>3. Deny Resolution R-42-17 and offer staff an alternative</td>
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<tr>
<td>PROJECT TIMELINE</td>
<td>The new mowers would be ordered right away, and would be delivered in 2-3 weeks. We would not list our 2014 models until the new mowers arrive.</td>
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<tr>
<td>STAFF RECOMMENDATION</td>
<td>We support the passage of this Resolution so that we will not see an increase in our maintenance costs as the new mowers will have a 3 year warranty.</td>
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<tr>
<td>ATTACHMENTS</td>
<td>None</td>
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RESOLUTION NO. R-45-17

A RESOLUTION AWARDING A CONTRACT
FOR THE PURCHASE OF TRANSFORMERS
FOR THE POWER SYSTEM

WHEREAS, the present operations of the City require the purchase of transformers for the Power System; and

WHEREAS, after proper advertisement, bids were opened resulting in the tabulation of bids as listed in Exhibit "A" attached hereto;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: A contract with Ermeo for the purchase of forty-one (41) transformers are hereby approved as the lowest, responsible bidders for said project and the City Manager is hereby authorized to execute a contract with said bidder pursuant to contract specifications;

SEC. 2: The Finance Director certifies that funds are available and is hereby authorized to draw her warrant from time to time on the appropriate account of the city treasury according to contract terms, not exceeding a total of $71,881.

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: __________________________

ATTEST: __________________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by __________________________
seconded by __________________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds
Commissioner John Martin
Commissioner William Vogt
Commissioner Joseph Wilson
Commissioner Judy Terry
# Commission Agenda
## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
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<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AWARDING A CONTRACT FOR THE PURCHASE OF TRANSFORMERS FOR THE POWER SYSTEM</td>
</tr>
</tbody>
</table>
| SUBMITTED BY | Name & Title: Nick Berger, Asst. Power System Director  
Department: Power System |
| AGENDA CLASSIFICATION | ☒ Consent  
☐ Ordinance  
☒ Resolution  
☐ Regular |
| APPROVALS/REVIEWS | ☒ City Manager  
☐ Asst. City Manager/Development  
☒ Department Director; Ed Krieger  
☐ Other: Energy Board |
| BACKGROUND | Each year the Power System solicits bids to replenish our transformer inventory. Bids were received from five vendors for transformers of various sizes, voltages, and quantities on January 11, 2017. As is our standard procedure, the bids were evaluated on a present value basis for the total cost to own and operate over a twenty-five year expected life. This evaluation considers not only the initial cost but also the operational cost associated with the transformer core and winding losses.

The lowest and best bids were received from Ermco. Ermco was the successful bidder for forty-one transformers of various sizes totaling $71,881. The Power System is requesting authorization to purchase forty-one transformers from Ermco for a not to exceed price of $71,881. The Piqua Energy Board unanimously recommended Piqua City Commission approve this purchase at its regular meeting on January 24, 2017. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $80,000  
Expenditure $: $71,881  
Source of Funds: Power System (190-3368)  
Narrative: Included in the 2017 Power System budget is $80,000 for distribution transformers. Resolution No. R-45-17 has a not to exceed price of $71,881. |
| OPTIONS | 1. Approve Resolution No. R-45-17 awarding a contract to Ermco for the purchase of forty-one transformers for the power system at a cost not to exceed $71,881.  
2. Do not approve Resolution No. R-45-17 and provide staff with further direction. |
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<tbody>
<tr>
<td>PROJECT TIMELINE</td>
<td>Ermco’s delivery will be made within 8-10 weeks after receipt of order.</td>
</tr>
<tr>
<td>REASON FOR SELECTING CONSULTANT/COMPANY</td>
<td>As is our standard procedure, the bids were evaluated on a present value basis for the total cost to own and operate over a twenty-five year expected life. This evaluation considers not only the initial cost but also the operational cost associated with the transformer core and winding losses. The lowest and best bids were received from Ermco.</td>
</tr>
<tr>
<td>STAFF RECOMMENDATION</td>
<td>Approve Resolution No. R-45-17 awarding a contract to Ermco for the purchase of forty-one transformers for the power system at a cost not to exceed $71,881.</td>
</tr>
<tr>
<td>Item No.</td>
<td>KVA</td>
</tr>
<tr>
<td>---------</td>
<td>-----</td>
</tr>
<tr>
<td>1</td>
<td>45</td>
</tr>
<tr>
<td>2</td>
<td>25</td>
</tr>
<tr>
<td>3</td>
<td>75</td>
</tr>
<tr>
<td>4</td>
<td>75</td>
</tr>
<tr>
<td>5</td>
<td>75</td>
</tr>
<tr>
<td>6</td>
<td>300</td>
</tr>
</tbody>
</table>

Grand total: $71,881.00
Piqua Power System
Transformer Bid Results

Date: 1/17/2017  Evaluated By: Nick Berger

Size: 25 KVA

Primary Voltage:  Secondary Voltage:
2400/4160 X 7620/13200 X 120/240 X
7620/13200

Transformer Type:
Conventional X  Padmount
Single Phase X  Three Phase

Quantity: 10

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ERMCO</td>
<td>ERMCO</td>
<td>$883.00</td>
<td>$2,536.40</td>
</tr>
<tr>
<td>PLS</td>
<td>Howard</td>
<td>$1,144.00</td>
<td>$2,752.12</td>
</tr>
<tr>
<td>Anixter</td>
<td>Eaton</td>
<td>$850.00</td>
<td>$2,766.47</td>
</tr>
<tr>
<td>Pepco</td>
<td>GE</td>
<td>$886.00</td>
<td>$2,888.58</td>
</tr>
<tr>
<td>Brownstown</td>
<td>GE</td>
<td>$926.00</td>
<td>$2,928.58</td>
</tr>
</tbody>
</table>

Lowest and Best Bid:
Vendor: ERMCO  Total Cost: $8,830.00
# Piqua Power System
## Transformer Bid Results

**Date:** 1/17/2017  
**Evaluated By:** Nick Berger

<table>
<thead>
<tr>
<th>Size:</th>
<th>25 KVA</th>
</tr>
</thead>
</table>

**Primary Voltage:**
- 2400/4160 X 7620/13200  
- 7620/13200

**Secondary Voltage:**
- 120/240  
- 120/208  
- 277/480  
- 240/480  
- 2400/4160

**Transformer Type:**
- Conventional  
- Padmount

**Single Phase:**  
- Three Phase

**Quantity:** 10

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ERMCO</td>
<td>ERMCO</td>
<td>$771.00</td>
<td>$2,360.93</td>
</tr>
<tr>
<td>2 PLS</td>
<td>Howard</td>
<td>$897.00</td>
<td>$2,459.74</td>
</tr>
<tr>
<td>3 Anixter</td>
<td>Eaton</td>
<td>$753.25</td>
<td>$2,792.15</td>
</tr>
<tr>
<td>4 Pepco</td>
<td>GE</td>
<td>$747.00</td>
<td>$2,794.94</td>
</tr>
<tr>
<td>5 Brownstown</td>
<td>GE</td>
<td>$780.00</td>
<td>$2,827.94</td>
</tr>
</tbody>
</table>

**Lowest and Best Bid:**

**Vendor:** ERMCO  
**Total Cost:** $7,710.00
# Piqua Power System
## Transformer Bid Results

**Date:** 1/17/2017  
**Evaluated By:** Nick Berger

**Size:** 37.5 KVA

### Primary Voltage:
- 2400/4160 X 7620/13200: X
- 7620/13200:

### Secondary Voltage:
- 120/240: X
- 120/208:
- 277/480:
- 240/480:
- 2400/4160:

### Transformer Type:
- Conventional: X
- Padmount
- Single Phase: X
- Three Phase

**Quantity:** 5

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 ERMCO ERMCO</td>
<td>$1,068.00</td>
<td>$3,310.37</td>
<td></td>
</tr>
<tr>
<td>2 Anixter Eaton</td>
<td>$1,015.75</td>
<td>$3,598.24</td>
<td></td>
</tr>
<tr>
<td>3 Pepco GE</td>
<td>$1,028.00</td>
<td>$3,614.88</td>
<td></td>
</tr>
<tr>
<td>4 Brownstown GE</td>
<td>$1,075.00</td>
<td>$3,661.88</td>
<td></td>
</tr>
<tr>
<td>5 PLS Howard</td>
<td>$1,438.00</td>
<td>$3,920.65</td>
<td></td>
</tr>
</tbody>
</table>

**Lowest and Best Bid:**

**Vendor:** ERMCO  
**Total Cost:** $5,340.00
Piqua Power System
Transformer Bid Results

Date: 1/17/2017          Evaluated By: Nick Berger

Size: 50 KVA

Primary Voltage:
2400/4160 X 7620/13200
7620/13200

Secondary Voltage:
120/240  X
120/208
277/480
240/480
2400/4160

Transformer Type:
Conventional  X
Padmount

Single Phase  X
Three Phase

Quantity: 10

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ERMCO</td>
<td>ERMCO</td>
<td>$981.00</td>
<td>$3,939.23</td>
</tr>
<tr>
<td>PLS</td>
<td>Howard</td>
<td>$1,345.00</td>
<td>$3,981.25</td>
</tr>
<tr>
<td>Pepco</td>
<td>GE</td>
<td>$986.00</td>
<td>$4,157.25</td>
</tr>
<tr>
<td>Brownstown</td>
<td>GE</td>
<td>$1,030.00</td>
<td>$4,201.25</td>
</tr>
<tr>
<td>Anixter</td>
<td>Eaton</td>
<td>$1,069.00</td>
<td>$4,335.64</td>
</tr>
</tbody>
</table>

Lowest and Best Bid:
Vendor: ERMCO  Total Cost: $9,810.00
Piqua Power System
Transformer Bid Results

Date: 1/17/2017  Evaluated By: Nick Berger

Size: 75 KVA

Primary Voltage:  Secondary Voltage:
2400/4160 X 7520/13200  120/240
7620/13200  X  120/208  X

Transformer Type:
Conventional  Padmount  X
Single Phase  Three Phase  X

Quantity: 3

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ERMCO</td>
<td>ERMCO</td>
<td>$4,845.00</td>
<td>$9,270.50</td>
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<td>PLS</td>
<td>Howard</td>
<td>$4,261.00</td>
<td>$9,416.51</td>
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<td>Popco</td>
<td>GE</td>
<td>$4,945.00</td>
<td>$10,218.36</td>
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<tr>
<td>Brownstown</td>
<td>GE</td>
<td>$5,168.00</td>
<td>$10,441.36</td>
</tr>
<tr>
<td>Anixter</td>
<td>Eaton</td>
<td>$5,981.00</td>
<td>$11,508.33</td>
</tr>
</tbody>
</table>

Lowest and Best Bid:
Vendor: ERMCO  Total Cost: $14,535.00
# Piqua Power System

## Transformer Bid Results

**Date:** 1/17/2017  
**Evaluated By:** Nick Berger

**Size:** 300 KVA

<table>
<thead>
<tr>
<th>Primary Voltage</th>
<th>Secondary Voltage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2400/4160 X 7620/13200</td>
<td>120/240</td>
</tr>
<tr>
<td>7620/13200</td>
<td>120/208</td>
</tr>
<tr>
<td><strong>X</strong></td>
<td>277/480</td>
</tr>
<tr>
<td></td>
<td><strong>X</strong></td>
</tr>
<tr>
<td></td>
<td>240/480</td>
</tr>
<tr>
<td></td>
<td>2400/4160</td>
</tr>
</tbody>
</table>

**Transformer Type:**
- Conventional
- Padmount **X**
- Single Phase
- Three Phase **X**

**Quantity:** 1

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Manufacturer</th>
<th>Purchase Price</th>
<th>Evaluated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>ERMCO</td>
<td>ERMCO</td>
<td>$8,552.00</td>
<td>$19,857.75</td>
</tr>
<tr>
<td>PLS</td>
<td>Howard</td>
<td>$7,699.00</td>
<td>$20,527.07</td>
</tr>
<tr>
<td>Pepco</td>
<td>GE</td>
<td>$6,928.00</td>
<td>$23,083.91</td>
</tr>
<tr>
<td>Brownstown</td>
<td>GE</td>
<td>$7,240.00</td>
<td>$23,395.91</td>
</tr>
<tr>
<td>Anixter</td>
<td>Eaton</td>
<td>$7,717.00</td>
<td>$24,194.70</td>
</tr>
</tbody>
</table>

**Lowest and Best Bid:**

Vendor: **ERMCO**  
Total Cost: **$8,552.00**
RESOLUTION R-46-17

A RESOLUTION AUTHORIZING THE POWER SYSTEM DIRECTOR OR HIS DESIGNEE TO REPRESENT THE CITY OF PIQUA, OHIO AS A MEMBER OF THE BOARD OF TRUSTEES OF AMERICAN MUNICIPAL POWER, INC.

WHEREAS, the City of Piqua, Ohio (the "Member") is a member of American Municipal Power, Inc. ("AMP"), a non-profit Ohio corporation whose members are, and must be, political subdivisions of a state, currently the states of Delaware, Indiana, Kentucky, Maryland, Michigan, Ohio, Pennsylvania, Virginia and West Virginia, that own and operate electric utilities or whose members own and operate electric utilities;

WHEREAS, AMP exists for a public purpose, namely to assist its Members in obtaining and providing safe, reliable and reasonably priced electric power, and to provide other assistance and technical services to the Members, for the benefit of their respective citizens, customers and/or members;

WHEREAS, AMP’s affairs are managed by a Board of Trustees (the “Board”) consisting, as of the date hereof, of twenty-one (21) voting Members elected or otherwise approved by the Members, who meet from time to time at AMP’s headquarters in Columbus, Ohio or at other locations as designated by the Board;

WHEREAS, the Member has been elected, or otherwise holds a position, as a Trustee of the Board (a "Trustee"); and

WHEREAS, the Member is required to formally designate a person to represent it on the Board and to exercise the duties of an AMP Trustee.

NOW THEREFORE BE IT RESOLVED, by the City Commission of Piqua, Ohio:

SECTION 1: That the Power System Director, as an incident of his or her official capacity be, and is hereby designated for the period of his or her service, the representative of the Member on the Board to act on behalf of Member in the discharge of its duties as a Trustee and that the Power System Director be and hereby is, delegated authority to designate in writing an Assistant Power System Director as an alternate to such representative to serve in his or her stead during any period as he or she may be unable to represent the Member.

SECTION 2: That any representative of the Member so designated be, and hereby is, authorized and empowered, acting for, in the name of and on behalf of the Member, and as the Member’s agent, to exercise all the functions, powers, rights and privileges, and to fulfill the obligations, that the Member may have as a Trustee of the Board, including without limitation to attend and take part in meetings of the Board and of committees of the Board, to vote on and otherwise act with respect to all matters that may properly come before the Board or any committee of the Board, and to do or cause to be done all acts, and to take all steps as may in each case be, in the opinion of such representative, necessary or desirable in order to represent the Member and exercise its functions, powers, rights and privileges, and to fulfill its obligations, as a Trustee of AMP and to carry out the full intent and purposes of this Resolution and purposes and powers of AMP.

SECTION 3: That said representative shall receive no compensation from AMP for service as a Trustee but shall be entitled to have AMP and its related entities provide meals, lodging or transportation related to service as a Trustee or, alternatively, to receive
reimbursement from AMP for reasonable out-of-pocket expenses associated with his or her service as representative for the Member as Trustee, all in accordance with AMP's policies and procedures.

SECTION 4: That this resolution supersedes any previous resolutions relating to the designation of AMP Board representatives.

SECTION 5: That this Resolution will take effect at the earliest time permitted by law.

PASSED: ___________________________

ATTEST: __________________________

REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by__________________________
seconded by__________________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds ____________
Commissioner John Martin ____________
Commissioner William Vogt ____________
Commissioner Joseph Wilson ____________
Commissioner Judy Terry ____________
# Commission Agenda

## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AUTHORIZING THE POWER SYSTEM DIRECTOR OR HIS DESIGNEE TO REPRESENT THE CITY OF PIQUA, OHIO AS A MEMBER OF THE BOARD OF TRUSTEES OF AMERICAN MUNICIPAL POWER, INC.</td>
</tr>
</tbody>
</table>
| SUBMITTED BY       | Name & Title: Ed Krieger, Power System Director  
Department: Power System |
| AGENDA CLASSIFICATION | ☑️ Consent  
☐️ Ordinance  
☒️ Resolution  
☐️ Regular |
| APPROVALS/REVIEWS  | ☒️ City Manager  
☐️ Asst. City Manager/Finance  
☒️ Asst. City Manager/Development  
☐️ Law Director  
☒️ Department Director; Ed Krieger  
☐️ Other: Energy Board |
| BACKGROUND         | American Municipal Power, Inc. (AMP) was founded in 1971 with the purpose of providing the generation, transmission and distribution of electric power and energy to its members at lower costs. This purpose is served by joint ownership of electric facilities, pooled buying power in the energy markets and pursuing additional means of generating, transmitting and distributing electric power and energy.  
The original members were all located in Ohio, giving AMP-Ohio its name. Today, AMP has grown to serve member communities in nine states, thus the Board of Trustees dropped Ohio from the name to better reflect the growing geographic footprint. AMP membership includes 135 electric municipalities located in the states of Indiana, Kentucky, Maryland, Michigan, Ohio, Pennsylvania, Virginia and West Virginia and one joint action agency in Delaware.  
AMP is owned and governed by its member communities. AMP’s affairs are managed by a Board of Trustees composed of twenty-one (21) voting members elected or otherwise approved by the members, who meet from time to time at AMP’s headquarters in Columbus, OH or at other locations as designated by the AMP Board.  
Piqua was re-elected to serve as the Western AMP Service Group’s (WASG) representative at this past fall’s AMP Annual Conference. Piqua’s seat on the AMP Board of Trustees will be up for re-election in 2019. |
<table>
<thead>
<tr>
<th>BUDGETING AND FINANCIAL IMPACT</th>
<th>Budgeted $: $0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure $: $0</td>
<td>Source of Funds: Power System</td>
</tr>
<tr>
<td>Narrative: There is little if any out-of-pocket cost for Piqua to serve as an AMP Board of Trustee member. The commitment comes in the form of time to attend scheduled meetings.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPTIONS</th>
<th>1. Approve Resolution No. R-46-17 which effectively modifies and updates a similar resolution adopted by Piqua City Commission in 2007.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Do not approve Resolution No. R-46-17 and provide staff with further direction.</td>
</tr>
</tbody>
</table>

| PROJECT TIMELINE | This Resolution replaces and updates legislation approved in 2007 and will take effect at the earliest time permitted by law. |

| REASON FOR SELECTING CONSULTANT/COMPANY | N/A |

| STAFF RECOMMENDATION | Approve Resolution No. R-46-17, updating 2007 legislation which authorizes the City’s Power System Director to represent Piqua on the AMP Board of Trustees. |
RESOLUTION NO. R-47-17

A RESOLUTION AUTHORIZING A PURCHASE ORDER TO BAKER VEHICLE SYSTEMS INC. FOR THE PURCHASE OF A LARGE AREA ROTARY MOWER FOR THE WATER DEPARTMENT

WHEREAS, the present operations of the City require the purchase of a larger area rotary mower for the Water Plant to upkeep the new plant location; and

WHEREAS, on January 3, 2017, this Commission passed Resolution No. R-3-17 authorizing the City Purchasing Analyst to advertise for bids, according to law, for a Water Department mower;

WHEREAS, after proper advertisement, bids were opened resulting in the tabulation of bids as listed in Exhibit "A" attached hereto;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: A Purchase Order for said equipment is hereby awarded to Baker Vehicle Systems Inc. as the best, responsible bidder and the City Manager is hereby authorized to execute a purchase order with said bidders pursuant to bid specifications;

SEC. 2: The Finance Director certifies funds are available and is hereby authorized to draw her warrants from time to time on the appropriate account of the City treasury in payment according to contract terms, not exceeding a total of $53,652.00;

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: __________________________

ATTEST: __________________________

REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by __________________________
seconded by __________________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds __________________________
Commissioner John Martin __________________________
Commissioner William Vogt __________________________
Commissioner Joseph Wilson __________________________
Commissioner Judy Terry __________________________
<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO BAKER VEHICLE SYSTEMS INC. FOR THE PURCHASE OF A LARGE AREA ROTARY MOWER FOR THE WATER DEPARTMENT</td>
</tr>
<tr>
<td>SUBMITTED BY</td>
<td>Name &amp; Title: Bob Jennings, Asst. Water Superintendent Department: Water Department</td>
</tr>
<tr>
<td>AGENDA CLASSIFICATION</td>
<td>☒ Consent ☐ Ordinance ☒ Resolution ☐ Regular</td>
</tr>
<tr>
<td>APPROVALS/REVIEWS</td>
<td>☒ City Manager ☐ Asst. City Manager/Finance</td>
</tr>
<tr>
<td></td>
<td>☐ Asst. City Manager/Development ☒ Law Director</td>
</tr>
<tr>
<td></td>
<td>☒ Department Director ☐ Other:</td>
</tr>
<tr>
<td>BACKGROUND</td>
<td>This new mower is needed to care for the new water plant acreage.</td>
</tr>
<tr>
<td>BUDGETING AND FINANCIAL IMPACT</td>
<td>Budgeted $: 75,000</td>
</tr>
<tr>
<td></td>
<td>Expenditure $: 53,652</td>
</tr>
<tr>
<td></td>
<td>Source of funds: 403-000-190-1900</td>
</tr>
<tr>
<td></td>
<td>Narrative: This expenditure is included in the 2017 Budget</td>
</tr>
<tr>
<td>OPTIONS</td>
<td>1. Approve Resolution R-47-17 as presented</td>
</tr>
<tr>
<td></td>
<td>2. Approve Resolution R-47-17 with changes</td>
</tr>
<tr>
<td></td>
<td>3. Deny Resolution R-47-17 and direct staff on how to proceed</td>
</tr>
<tr>
<td>PROJECT TIMELINE</td>
<td>Order will be placed upon passage of this Resolution. The new mower should be received within 10 days of our purchase order being issued.</td>
</tr>
<tr>
<td>STAFF RECOMMENDATION</td>
<td>We recommend passage of this Resolution because the mower is needed to upkeep our new water plant green space of 20 acres.</td>
</tr>
<tr>
<td>REASON FOR SELECTING CONSULTANT/COMPANY</td>
<td>Baker Vehicle System offered us a new Jacobsen HR 600 with a canopy, two sets of filters, two sets of blades and a three year warranty.</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>Exhibit “A” Bid tabulation #1709</td>
</tr>
</tbody>
</table>
IFB # 1709
Large Area Mower for the Water Plant
Opened 2/23/17 at 2:00 p.m.

<table>
<thead>
<tr>
<th>Baker Vehicle Systems</th>
<th>Century Equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Macedonnia, OH</td>
<td>Toledo, OH</td>
</tr>
<tr>
<td>Large Area Rotary</td>
<td></td>
</tr>
<tr>
<td>mower per specs</td>
<td></td>
</tr>
<tr>
<td>$ 53,652.00</td>
<td>$ 56,211.18</td>
</tr>
<tr>
<td>Jacobsen HR 600</td>
<td>Groundsmaster 4000-D</td>
</tr>
<tr>
<td>new</td>
<td>new</td>
</tr>
<tr>
<td>3 year warranty</td>
<td>2 year warranty</td>
</tr>
<tr>
<td></td>
<td>or 1500 hours</td>
</tr>
</tbody>
</table>
RESOLUTION NO. R-48-17

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DELTA AIRPORT CONSULTANTS, INC. FOR THE ENGINEERING DESIGN SERVICES FOR THE PRECISION APPROACH PATH INDICATOR (PAPI) SYSTEM AT THE PIQUA MUNICIPAL AIRPORT – HARTZELL FIELD

WHEREAS, on January 3, 2017, this Commission passed Resolution No. R-3-17 authorizing the City Purchasing Analyst to advertise for bids, according to law, for engineering design services; and

WHEREAS, after solicitation of Request for Qualifications, Delta Airport Consultants, Inc. has been determined to be the most qualified provider of these services; and

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that

SEC. 1: A purchase order is hereby authorized to Delta Airport Consultants, Inc. for the necessary Engineering Design Services for the Precision Approach Path Indicator System Project;

SEC. 2: The Finance Director certifies that funds are available and is hereby authorized to draw her warrants from time to time on the appropriate account of the city treasury in payment according to contract terms, not exceeding a total of $109,000.

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: _________________________

ATTEST: _________________________

REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by______________________ seconded by______________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds ______ Commissioner John Martin ______
Commissioner William Vogt ______ Commissioner Joseph Wilson ______
Commissioner Judy Terry ______
# Commission Agenda
## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A Resolution authorizing the City Manager to enter into an Agreement with Delta Airport Consultants, Inc. for the Engineering Design Services for the Precision Approach Path Indicator (PAPI) system at the Piqua Municipal Airport – Hartzell Field.</td>
</tr>
</tbody>
</table>
| SUBMITTED BY       | Name & Title: Amy L. Havenar, P.E., City Engineer  
Department: Engineering |
| AGENDA CLASSIFICATION | ☑️ Consent  
☐ Ordinance  
☑️ Resolution  
☐ Regular |
| APPROVALS/REVIEWS  | ☑️ City Manager  
☐ Asst. City Manager/Finance  
☐ Asst. City Manager/Development  
☐ Law Director  
☐ Department Director  
☐ Other: |
| BACKGROUND         | The City received funding for the installation of a Precision Approach Path Indicator (PAPI) system at the Piqua Airport – Hartzell Field. Delta Airport Consultants, Inc. will complete the surveying, the design, the construction documents and bidding phase services for this project. Precision approach path indicator’s (PAPI’s) are visual aids that provide guidance information to help a pilot acquire and maintain the correct approach to an airport. They are located beside the runway beyond the landing threshold of the runway. This is another added safety benefit that will be in place at the airport to assist in the safe landing for all pilots. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $109,000  
Expenditure $: $109,000 (includes a 10% contingency)  
Source of Funds: 101-113-864-7553 (Airport Fund) |
| OPTIONS            | 1. Approve the resolution to enter into an agreement with Delta Airport Consultants, Inc. for the engineering design.  
2. Do not approve the resolution, therefore, do not complete the engineering design and return the funding. |
<p>| PROJECT TIMELINE    | The anticipated schedule is for the construction to being in the summer of 2017. |</p>
<table>
<thead>
<tr>
<th>STAFF RECOMMENDATION</th>
<th>Approve the resolution to allow for engineering design to begin on the Precision Approach Path Indicator (PAPI) system at the Piqua Municipal Airport – Hartzell Field.</th>
</tr>
</thead>
<tbody>
<tr>
<td>REASON FOR SELECTING CONSULTANT/COMPANY</td>
<td>Consultants submitted qualifications in January for various 2017 Projects. Delta Airports Consultants, Inc. was selected based upon their overall airport design experience as well as their thorough knowledge with the Piqua Airport.</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>Exhibit “A” - Technical Proposal for engineering services.</td>
</tr>
</tbody>
</table>
EXHIBIT "A"

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN OWNER AND CONSULTANT

THIS AGREEMENT is made on the 20th day of February in the year 2017, between the CITY OF PIQUA, the OWNER, and DELTA AIRPORT CONSULTANTS, INC., the CONSULTANT, for the following project at Piqua Airport-Hartzell Field:

- Construct Runway 8 and 26 PAPIs
  (Design, Construction Documents and Bidding Services)

WHEREAS the OWNER sought proposals from qualified Consultants to perform certain consulting services.

WHEREAS the OWNER has determined that DELTA AIRPORT CONSULTANTS, INC. (the "CONSULTANT") is the most qualified based on the criteria stated in the Request for Proposals and

The precise scope of work, schedule, and cost shall be as stated in this Agreement as authorized by the OWNER upon approval of such scope of work and the cost for such work.

As used herein, the term "Project" shall refer only to such items of work listed in this Agreement.

The OWNER and CONSULTANT in consideration of their mutual covenants herein agree in respect to the performance of normal professional consulting services by CONSULTANT and the payment for those services by OWNER as set forth below. This Agreement will become effective on the date first above written.
ARTICLE 1: BASIC SERVICES

The CONSULTANT agrees to perform normal professional consulting services in connection with the Project as set forth below and contained within this Agreement.

1.1 SCHEMATIC DESIGN

The schematic design phase is intended to identify and evaluate alternatives to provide cost effective and practical solutions for the work items identified. The CONSULTANT is to conduct its evaluation of alternatives through contacts with local authorities and review of the ALP, field investigations, and a practical design approach. The design is to take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project and facilitate competitive construction bids. Activities include:

1.1.1 Attend a pre-design meeting with the OWNER and funding agencies.

1.1.2 Coordinate with Airport personnel, FAA, and State as required on project requirements.

1.1.3 Review and evaluate project layout.
   1. Verify master plan dimensions and data.
   2. Review findings and recommendations with the OWNER.

1.1.4 Prepare a preliminary opinion of probable construction costs and schematic design for each element of the project.

1.1.5 Coordinate with the Airport's project manager for required survey information.

1.1.6 Provide necessary topography and site surveying, including establishment of project control points.

1.2 DESIGN DEVELOPMENT

1.2.1 Provide PAPI design analysis and calculations in accordance with applicable FAA Advisory Circular and FAA Order requirements.

1.2.2 Provide preliminary PAPI site plan and system circuitry layout.

1.2.3 Provide recommendations for construction phasing to the OWNER for their review.

1.2.4 Prepare preliminary opinions of probable construction costs.

1.2.5 Prepare preliminary design review submittal and solicit OWNER and State review and comments.

1.2.6 Provide the preliminary design report including:
   1. Topographical survey.
   2. Preliminary plans.
3. PAPI design and analysis.
4. Opinion of probable construction costs.
5. Final summary and recommendations.
6. Phasing and scheduling recommendations.
7. Other items as required.

1.2.7 Coordinate and hold meetings with Owner and review/funding agencies to refine the design to meet Owner’s needs and provide quality and adherence to federal and/or state regulations.

1.3 CONSTRUCTION DOCUMENTS

In the construction documents phase, the CONSULTANT is to provide well-defined construction requirements, with selected bid alternatives as appropriate to provide a basis for competitive construction bids and complete the final construction contract documents for the project. Final design is to be completed in accordance with the latest Advisory Circulars and FAA Orders, as well as State and Local requirements. The following outline describes in greater detail the tasks and products that may be included based on the overall scope of work.

1.3.1 Incorporate design development phase comments into final project specifications and respond as necessary to requests for additional information.

1.3.2 Provide the final quantity calculations and prepare the final opinion of probable construction costs for the project.

1.3.3 Provide Design Engineering Report.

1.3.4 Provide contract documents.

1.3.5 Prepare final design review submittal and solicit OWNER and State review and approval.

1.3.6 Quality Control and Design Review – The CONSULTANT is to conduct in-house quality control and design review meeting with experienced representatives of the CONSULTANT. The CONSULTANT is to provide staff members with the opportunity to perform independent analyses of the final plans and specifications to provide clarity, accuracy, completeness, and constructability. Subsequent to the independent reviews, a special in-house project review meeting is to be conducted to discuss and consolidate the findings of the reviewers. The recommendations of the design review team are to be incorporated into the final plans and specifications. The final review set of plans and specifications may also be sent to an external reviewer for an independent quality control review.

1.3.7 Cover Sheet – Sheet with title of project, sheet index, vicinity map of Airport location, and OWNER/Agency certification and approval blocks.

1.3.8 General Project Plans – Plan sheets that provide the summary of quantities, alternates, site layout, project notes, and right-of-way data.
1.3.9 Phasing Plans – Scale drawings showing sequencing of construction operations to reduce impact to Airport operations. Delineates work areas, restricted areas, temporary displacements, and temporary pavement closures. Shows closure markers and barricade locations. Identifies various safety areas and object free areas. Narrative and details describing requirements to reduce impact to Airport operations. Outlines scheduled work periods for each area, along with liquidated damages and special requirements. Includes notes describing closure times and milestones, times of day and areas in which the contractor can work, with particular attention to safety regulations. Details for barricades, markers, Part 77 surfaces, and temporary lighting. The plan is to be in accordance with AC 150/5370-2H, Operational Safety on Airports During Construction.

1.3.10 Electrical Details – Plan sheets providing details for the installation or relocation of lighting circuits, vault: diagrams, lighting diagrams, trenching, cable/trench markers, manholes, pullcans, etc. Electrical notes required for the project are included.

1.3.11 NAVAID Layout Plans – Scale drawings for the layout and installation of new PAPI facilities. Layout shows cable runs, duct banks, and fixtures to be installed.

1.3.12 NAVAID Details – Plan sheets providing details associated with the installation of PAPI facilities, lighting diagrams, foundations, trenching, cable/trench markers, manholes, pullcans, etc. PAPI notes required for the project are included.

1.4 BIDDING PHASE

Upon receipt of the OWNER's approval of the Contract Documents and latest Opinion of the Construction Cost, the CONSULTANT is authorization to proceed with the Bidding Phase. The following outline describes in greater detail the tasks and products.

1.4.1 Bid Preparation and Distribution – Contact local agency to coordinate local bidding requirements and distribute bid documents.

1.4.2 Pre-Bid Meeting – Prepare for and conduct meeting prior to bidding for interested contractors who may have questions concerning the plans and specifications.

1.4.3 Bid Questions & Addenda – Prepare a list of bidders' questions with answer from the pre-bid meeting and prepare changes to plans or specifications in the form of addenda. Answer bidder questions during the bid period.

1.4.4 Bid Opening – Not included in Agreement.

1.4.5 Bid Tabulation – Tabulate bids on computer spreadsheet (MS Excel) for math and extension errors, determine low bidder. Prepare necessary correspondence and draft letters for the State, the OWNER, and the Contractor regarding bid results, bid tabulation, and DBE participation. Prepare a price/costs analysis of the low responsive bidder.

1.4.6 Coordinate Award – Provide recommendation to OWNER regarding award of project. Prepare necessary correspondence and draft letters for the State, the OWNER, and the Contractor regarding recommendation of award.
1.5 CONSTRUCTION ADMINISTRATION – Not included in this Agreement
ARTICLE 2: SPECIAL SERVICES

2.1 PROJECT ADMINISTRATION

2.1.1 Scope of Services and Contract – The CONSULTANT is to communicate and coordinate with the OWNER requesting the authority to proceed with the preliminary phases of the proposed project pending the execution of the consulting services agreement. The CONSULTANT is to prepare a consulting services agreement including a detailed work scope narrative and itemized fee schedules for submission to the OWNER, the state, and the FAA for review and approval.

2.1.2 Scoping – The CONSULTANT is to discuss with OWNER and funding agency to review and develop project scope, budget issues, and design and construction schedule, and project phasing. Includes scope formulation based upon review of the existing airport conditions and discussions with the Owner, funding agencies, and review agencies.

2.1.3 FAA & State Grant Application – Not applicable.

2.1.4 Reimbursement Requests – Not applicable.

2.1.5 Coordinate Subconsultants -- The CONSULTANT is to identify the subconsultant scope of services, write request for proposal with exhibits attached, prepare subconsultant agreements, review project scope and schedule with sub, and issue notice-to-proceed. The CONSULTANT is to also coordinate and communicate with the subconsultant during the course of the project.

2.1.6 In-House Administration – The CONSULTANT is to provide general project administration and coordination including in-house staff review of the project's progress, in-house staff communication, and dissemination of project data and information to in-house staff in the form of internal memos, discussions, meetings, and updates to apprise the project team of new developments throughout the design phases of the project.

2.1.7 Outside Administration – The CONSULTANT is to provide general project administration and coordination including disseminating interim project data and information to the OWNER, the state, and the CONSULTANT's subconsultants to apprise the OWNER and the state of new developments throughout the design phase of the project.

2.1.8 Miscellaneous Administration – The CONSULTANT is to provide miscellaneous project administration and coordination duties which are not specifically addressed or anticipated in other project related tasks including telephone conversations with the OWNER, the state, and other interested parties; disseminating interim project information to the OWNER, the state, and other interested parties; and organizing, maintaining, and archiving the project records.

2.2 RESIDENT PROJECT REPRESENTATIVE – Not included in this Agreement
ARTICLE 3: OWNER'S RESPONSIBILITIES

The OWNER shall:

3.1 Provide to the CONSULTANT all criteria, design, and construction standards and full information as to the OWNER's requirements for the Project.

3.2 Designate in writing a person authorized to act as the OWNER's representative. The OWNER or its representative shall receive and examine documents submitted by the CONSULTANT, interpret and define OWNER's policies, and render decisions and authorization in writing promptly to prevent unreasonable delay in progress of the CONSULTANT's services.

3.3 Furnish to the CONSULTANT all existing drainage, survey, utility (size, type, and location), and layout data available for the Project areas.

3.4 Furnish laboratory tests, air and water pollution tests, reports and inspections of samples, materials, or other items required by law or by the governmental authorities having jurisdiction over this Project.

3.5 Provide legal, accounting, and insurance counseling services necessary for the Project, legal review of the Construction Contract Documents, and such auditing services as the OWNER may require to account for expenditures of sums paid to the CONTRACTOR(s) and others.

3.6 Furnish permits and approvals from all governmental authorities having jurisdiction over this Project and from others as may be necessary for completion of the Project.

3.7 Furnish above services at the OWNER's expense and in such manner that the CONSULTANT may rely upon them in the performance of its services under this Agreement.

3.8 Obtain bids or proposals from contractors for work relating to this Project and bear all costs relating thereto.

3.9 Protect and preserve all survey stakes and markers placed at the Project site prior to the assumption of this responsibility by the CONTRACTOR(s) and bear all the costs of replacing stakes or markers damaged or removed during said time interval.

3.10 Arrange full and free access for the CONSULTANT to enter upon all property required for the performance of the CONSULTANT's services under this Agreement.

3.11 Give prompt written notice to the CONSULTANT whenever the OWNER observes or otherwise becomes aware of any defect in the Project or other event which may substantially affect the CONSULTANT's performance of services under this Agreement.

3.12 Compensate the CONSULTANT for services rendered under this Agreement.
ARTICLE 4: GENERAL PROVISIONS

4.1 OWNERSHIP OF DOCUMENTS

Master documents, including original drawings, estimates, specifications, field notes and data are and remain the property of the CONSULTANT as instruments of service. The OWNER is to be provided with one digital CD-ROM set (.tif or .jpg or PDF) and one paper set of the record drawings after final acceptance. If requested by the OWNER, a digital copy of applicable drawings are to be provided by the CONSULTANT. Copies of sketches, notes, computations, and other data are to be furnished upon request. The CONSULTANT is to be released and held harmless of any subsequent liabilities resulting from revisions, extensions or enlargements of the OWNER's "originals" including computer files.

4.2 DELEGATION OF DUTIES

Neither the OWNER nor the CONSULTANT shall delegate its duties under this Agreement without the written consent of the other.

4.3 TERMINATION

This Agreement may be terminated by either party by written notice in the event of substantial failure to perform in accordance with the terms of this Agreement by the other party through no fault of the terminating party, or for the Owner's convenience. This Agreement may also be terminated if mutually agreed upon by the Owner and Consultant. If this Agreement is terminated, the CONSULTANT shall be paid for services performed to the termination notice date.

4.4 EXTENT OF AGREEMENT

This Agreement represents the entire and integrated agreement between the OWNER and the CONSULTANT and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the OWNER and CONSULTANT.

4.5 GOVERNING LAW

Unless otherwise specified within this Agreement, this Agreement shall be governed by the laws of the principal place of business of the OWNER.

4.6 GENERAL

4.6.1 Neither party shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's employees and agents.
4.6.2 In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of subsequent breach of the same by the other party.

4.6.3 The CONSULTANT has not been retained or compensated to provide design and construction review services relating to the CONTRACTOR(e)'s safety precautions or to means, methods, techniques, sequences, or procedures required for the CONTRACTOR(s) to perform work relating to the final or completed structure; omitted services include but are not limited to shoring, scaffolding, underpinning, temporary retainment of excavations and any erection methods and temporary bracing.

4.6.4 The CONSULTANT intends to render its services under this Agreement in accordance with generally accepted professional practices for the intended use of the Project.

4.6.5 Any opinion of the Construction Cost prepared by the CONSULTANT represents its judgment as a design professional and is supplied for the general guidance of the OWNER and funding agencies. Since the CONSULTANT has no control over the cost of labor and material, or over competitive bidding or market conditions, the CONSULTANT does not guarantee the accuracy of such Opinions as compared to CONTRACTOR(s) bids or actual cost to the OWNER.

4.6.6 Neither party shall be entitled to unjust enrichment or betterment as a result of errors or omissions.

4.6.7 In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the OWNER and CONSULTANT agree to resolve such disputes in the following manner. First, the parties agree to attempt to resolve the dispute through direct negotiations between the appropriate representatives of each party. Second, if such direct negotiations are not fully successful, the parties agree to attempt to resolve any remaining disputes by formal nonbinding mediation conducted in accordance with rules and procedures to be agreed upon by the parties; if the parties cannot agree upon rules and procedures, then the mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Third, if the dispute or any issues remain unresolved after the above steps, the parties may institute a legal or equitable proceeding in a court of competent jurisdiction. The parties expressly agree that any dispute arising out of or related to this Agreement or the services to be rendered hereunder shall be subject to direct negotiations and mediation as described herein as a condition precedent to the institution of legal or equitable proceedings by either party.
ARTICLE 5: SPECIAL PROVISIONS

5.1 INSURANCE AND INDEMNITY

5.1.1 CONSULTANT's Insurance – The CONSULTANT shall acquire and maintain statutory workers compensation insurance coverage, commercial general liability insurance coverage, and professional liability insurance coverage.

CONSULTANT's current limits are:

<table>
<thead>
<tr>
<th>Type of Liability</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Liability</td>
<td>$2,000,000 per year</td>
</tr>
<tr>
<td>Professional Liability</td>
<td>$2,000,000 per claim</td>
</tr>
<tr>
<td></td>
<td>$3,000,000 per year</td>
</tr>
</tbody>
</table>

5.1.2 CONTRACTOR's Insurance – Prior to the commencement of the work, the OWNER shall require the CONTRACTOR to submit evidence that it has obtained, for the period of the Construction Contract and the guarantee period, commercial general liability insurance coverage (including completed operations coverage). This coverage shall provide for bodily injury and property damage arising directly or indirectly out of, or in connection with, the performance of the work under the Construction Contract, and have a limit of not less than $2,000,000 per occurrence for all damages arising out of bodily injury, sickness or death and property damage of others including explosion, collapse, and underground exposures.

Included in such coverage will be contractual coverage sufficiently broad to insure provision of paragraph 5.1.4 "Indemnity". The commercial general liability insurance will include as additional named insureds: the OWNER; the CONSULTANT; and each of the officers, agents, and employees, and said coverage shall serve as primary to the additional insureds and not contributing with any other insurance or self-insurance available to the additional insureds. A copy of the Certificate of Insurance must be provided.

5.1.3 Builders Risk "All Risk" Insurance – Before commencement of the work, the OWNER will require that the CONTRACTOR submit written evidence that it has obtained for the period of the Construction Contract, Builders Risk "All Risk" Completed Value Insurance Coverage (including earthquake and flood) for any building which is the subject of the Construction Contract. Such insurance shall include as additional named insured: the OWNER; the CONSULTANT; and each of their officers, agents, employees, and any other persons with an insurable interest as may be designated by the OWNER.

5.1.4 Indemnity – The OWNER will require that any CONTRACTOR performing work in connection with Drawings and Specifications produced under this Agreement, hold harmless, indemnify, and defend the OWNER and the CONSULTANT, their consultants, and each of their officers, agents, and employees from any and all liability claims, losses, or damage arising out of, or alleged to arise from, the CONTRACTOR's (or SUBCONTRACTOR's) negligence in the performance of the work described in the Construction Contract Documents.
5.2 The CONSULTANT is to proceed to furnish consulting services on the Project promptly, without delay, after the Notice-to-Proceed has been given in writing by the OWNER.

5.3 The CONSULTANT agrees to conduct the services in compliance with all the requirements imposed by or pursuant to Title VI of the Civil Rights Act of 1964, Part 21 of the Regulations of the Secretary of Transportation and Executive Order No. 11246, "Equal Employment Opportunity" as supplemented in Department of Labor Regulations (41 CFR, Part 60); and agrees to comply with applicable standards, orders, or regulations issued pursuant to the Clean Air Act of 1970; and is to maintain an Affirmative Action Program, as required by regulations.

5.4 The CONSULTANT agrees that the OWNER, the Federal Aviation Administration, the Comptroller General of the United States, or any of their duly authorized representatives shall have access to any books, documents, papers, and records of the CONSULTANT which are directly pertinent to the specific grant program for the purpose of making audit, examinations, excerpts, and transcriptions. The CONSULTANT shall maintain all required records for three (3) years after the OWNER makes final payment and all other pending matters are closed.

5.5 If any of the services outlined in this Agreement are furnished by the CONSULTANT by obtaining such services outside the CONSULTANT's organization, when requested by the OWNER the CONSULTANT shall provide proposal(s) and/or contract(s) between the person(s) or firm(s) and the CONSULTANT outlining the services to be performed and the charges for the same.

5.6 It is hereby understood and agreed that if the construction plans are completed in accordance with criteria and/or decisions made by the OWNER and/or the FAA and/or the State, and the said construction plans are substantially changed or revised, for any reason other than the fault of the CONSULTANT in preparing same, then the CONSULTANT shall be entitled to compensation for rendering the services necessary to complete the changes.
ARTICLE 6: SCHEDULE FOR DELIVERY OF WORK BY CONSULTANT

The CONSULTANT is to accomplish the work with due diligence and complete the work as follows:

6.1 It is understood that the CONSULTANT is to proceed on the project after a Notice-to-Proceed from the OWNER. The schedule is to be as follows:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submit final review documents</td>
<td>75 Calendar Days</td>
</tr>
</tbody>
</table>

6.2 Construction progress is to be monitored by the CONSULTANT in an effort to keep the construction on schedule. The CONTRACTOR is to be notified in writing when its progress falls behind its progress schedule.

6.3 The CONSULTANT is to endeavor to complete the work in accordance with the schedule, however, it will not be penalized for delays beyond its control such as OWNER's requirements, review periods, testing, adverse weather, surveying, war, Acts of God, etc.
ARTICLE 7: CONSULTING CHARGES

In accordance with the Terms and Conditions of this Agreement, the CONSULTANT is to provide professional services for which the OWNER shall compensate the CONSULTANT as follows:

7.1 When requested by the OWNER, the CONSULTANT is to provide Services for the project scopes. Compensation for these services shall be a Lump Sum Fee of $99,200.00. Construction Administration phase services are not included in this Agreement and may be contracted separately.

7.2 Progress payments shall be made in proportion to services rendered and as indicated within this Agreement and shall be due and owing within thirty (30) days of the CONSULTANT’s submittal of its monthly statement. Past due amounts owed shall include a charge at 1.5 percent per month. The OWNER understands that interest charges are not an eligible cost under the Airport Improvement Program (AIP).

7.3 If the OWNER fails to make monthly payments due the CONSULTANT, the CONSULTANT may, after giving seven (7) days written notice to the OWNER, suspend services under this Agreement.

7.4 No deductions shall be made from the CONSULTANT’s compensation on account of penalty, liquidated damages, or other items withheld from payments to CONTRACTORS.

7.5 If the Project is delayed or if the CONSULTANT’s services for the Project are delayed or suspended for more than six (6) months for reasons beyond the CONSULTANT’s control, the CONSULTANT may, after giving seven (7) days written notice to the OWNER, terminate this Agreement and the OWNER shall compensate the CONSULTANT in accordance with the termination provision contained in this Agreement.

7.6 The following attachments are made a part of this Agreement:

Attachment A  Fee Summary
Attachment B  Subconsultant RFP and Proposal
IN WITNESS WHEREOF, The parties hereto have executed this Agreement to be effective as of the date first above written.

OWNER:
City of Piqua
201 W. Water Street
Piqua, Ohio 45356

(Signature)

Date: _____________________________

Witness

CONSULTANT:
Delta Airport Consultants, Inc.
20545 Center Ridge Road, Suite 450
Cleveland, Ohio 44116

David W. Jones, P.E., C.M.
Vice President

Date: 8-20-17

Witness
**ATTACHMENT "A"**  
**FEE SUMMARY**

**Design and Bidding Services**

<table>
<thead>
<tr>
<th>Project Title:</th>
<th>Install Runways B and 26 PAPI Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airport Name:</td>
<td>Piqua-Hartzell Field Airport (I17)</td>
</tr>
<tr>
<td>Airport Location:</td>
<td>Piqua, Ohio</td>
</tr>
</tbody>
</table>

**Delta Airport Consultants, Inc.**

**Date:** February 20, 2017  

**AIP Project No.:** na  
**State Project No.:** FY2017  
**Delta Project No.:** 14043

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### Delta Workhour Costs - Design & Bidding

<table>
<thead>
<tr>
<th>Basic Services</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schematic Design Phase (SD)</td>
<td>$5,983</td>
</tr>
<tr>
<td>Design Development Phase (DD)</td>
<td>$13,950</td>
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<tr>
<td>Construction Document Phase (CD)</td>
<td>$35,607</td>
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<tr>
<td>Bidding Phase Services (BD)</td>
<td>$7,011</td>
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<tr>
<td><strong>Subtotal:</strong></td>
<td><strong>$62,491</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Special Services</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Project Administration</td>
<td>$9,844</td>
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<tr>
<td><strong>Subtotal:</strong></td>
<td><strong>$9,844</strong></td>
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</table>

**Design Lump Sum:** $72,335

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### Reimbursable Expenses

<table>
<thead>
<tr>
<th>Expense</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel &amp; Miscellaneous</td>
<td>$3,450</td>
</tr>
<tr>
<td>Printing</td>
<td>$2,287</td>
</tr>
<tr>
<td>Constructability Review (McGuinness Level A)</td>
<td>$1,452</td>
</tr>
<tr>
<td>Design Ground Survey (Woolpert)</td>
<td>$21,725</td>
</tr>
</tbody>
</table>

**Reimbursable Expenses Budget:** $26,605

**TOTAL:** $99,200
RESOLUTION NO. R-49-17

A RESOLUTION AUTHORIZING A PURCHASE ORDER TO
BOB ROSS AUTO GROUP, INC. FOR THE PURCHASE OF A
TRUCK FOR THE WASTEWATER DEPARTMENT.

WHEREAS, the Wastewater Department request the purchase of a truck with utility bed; and

WHEREAS, this purchase is being made using the State Contract #RS901117 with their exact quote attached hereto; and

WHEREAS, Bob Ross Auto Group, Inc. is the provider for this equipment thru said contract; and

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: A purchase order for the Wastewater Department truck is hereby authorized to Bob Ross Auto Group, Inc.;

SEC. 2: The Finance Director certifies funds are available and is hereby authorized to draw her warrants from time to time on the appropriate account of the City treasury in payment according to terms, not to exceed $40,000.00, and said funds are available;

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

_______________________________
KATHRYN B. HINDS, MAYOR

PASSED: _______________________

ATTEST: _______________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by____________________
seconded by____________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds
Commissioner John Martin
Commissioner William Vogt
Commissioner Joseph Wilson
Commissioner Judy Terry
| MEETING DATE | March 7th, 2017 |
| REPORT TITLE | A RESOLUTION AUTHORIZING A PURCHASE ORDER TO BOB ROSS AUTO GROUP, INC. FOR THE PURCHASE OF A TRUCK FOR THE WASTEWATER DEPARTMENT. |
| SUBMITTED BY | Name & Title: Chris Melvin- Wastewater Treatment Superintendent Department: Utilities |
| AGENDA CLASSIFICATION | ☑ Consent ☐ Ordinance ☑ Resolution ☐ Regular |
| APPROVALS/REVIEWS | ☑ City Manager ☑ Asst. City Manager/Finance ☐ Asst. City Manager/Development ☑ Law Director |
| BACKGROUND | Item is awarded through state bid process. This truck is with a work utility bed and is a replacement vehicle for our “S-1” 2001 Chevy with approx. 89,000 miles. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $40,000 Expenditure $: $34,500 Source of Funds: 2017 capital item |
| OPTIONS | 1. Approval of resolution in that the replacement is for 16 year old vehicle 2. Denial of the resolution would then have staff revisit item for another solution |
| PROJECT TIMELINE | Upon commission approval to secure limited stock of this model. |
| STAFF RECOMMENDATION | Recommended to keep fleet rotation |
| REASON FOR SELECTING CONSULTANT/COMPANY | n/a |
| ATTACHMENTS | Awarded state bid and Bob Ross quote |
We are pleased to provide you with the following vehicle per the State of Ohio Contract # Section 811-01 Index # 600908-91:

Item 25A7 2509 Pickup 8,500 and Crew Cab Short Bed Fle F inl

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Each</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2017 GMC 2500 Pickup 8,500 and Crew Cab Short Bed Fle F inl</td>
<td>$29,084.00</td>
<td>$29,084.00</td>
</tr>
<tr>
<td>1</td>
<td>Tow Hitch / 7-Pin Plug / Brake Controller</td>
<td>$529.00</td>
<td>$529.00</td>
</tr>
<tr>
<td>1</td>
<td>7-Pin Trailer Receiver Wiring</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>1</td>
<td>Backup Alarm</td>
<td>$222.00</td>
<td>$222.00</td>
</tr>
<tr>
<td>1</td>
<td>Stop Rails / Running Boards</td>
<td>$470.00</td>
<td>$470.00</td>
</tr>
<tr>
<td>1</td>
<td>Door Utility Body</td>
<td>$4,975.00</td>
<td>$4,975.00</td>
</tr>
<tr>
<td>1</td>
<td>Manufacturer Snow Prep Package (Includes HD Springs, HD Alternator, HD</td>
<td>$384.00</td>
<td>$384.00</td>
</tr>
<tr>
<td></td>
<td>Transmission Cooling, Skid Plates, etc). Does not include Snow Prep</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Primary Contract Total: $34,484.00

Additional Off-Contract Options

Secondary Contract Total: $0.00

Grand Total: $34,484.00

Please indicate below the selected color choice of vehicle:

Summit White

To place your order, please fax your order and credit card or purchase order to our government sales office at 866-674-6730. Within 5 business days, you should receive a confirmation from our office to confirm your order. If not, contact our sales office at 866-674-6730.

Thank you,
Bob Ross Truck, Inc.
Government Sales

Please acknowledge your acceptance of the above quotation by signing this document.

Authorized Signature: ______________________ Title: ______________________

Printed Name: ______________________ Date: ______________________
<table>
<thead>
<tr>
<th>Index No.: GDC939</th>
<th>Total $</th>
<th>Bid No.: RS901117</th>
<th>Veh W/PRIO/PICKUP-162E-4X2-CREW/SHORT BED</th>
<th>Item No.: 21AF</th>
<th>Completed By: Murphy</th>
<th>Open Date: 1/2/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bidder</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product</strong></td>
<td>Qty</td>
<td>Price</td>
<td>Extended Price</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mile Model</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bid Price</strong></td>
<td></td>
<td>$29,951.00</td>
<td>$810,684.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Options</strong></td>
<td>Qty</td>
<td>Price</td>
<td>Extended Price</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GMC Sierra</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Extended</strong></td>
<td>Qty</td>
<td>Price</td>
<td>Extended Price</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**New, Model Year 2017 or Manufacturer's Current Production Model Year Trucks and Carrio Van Tab Sheet**

<table>
<thead>
<tr>
<th>INDEX NO.: GDC939</th>
<th>Total $</th>
<th>Bid No.: RS901117</th>
<th>Veh W/PRIO/PICKUP-162E-4X2-CREW/SHORT BED</th>
<th>Item No.: 21AF</th>
<th>Completed By: Murphy</th>
<th>Open Date: 1/2/2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bidder</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mile Model</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Bid Price</strong></td>
<td></td>
<td>$29,951.00</td>
<td>$810,684.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Options</strong></td>
<td>Qty</td>
<td>Price</td>
<td>Extended Price</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GMC Sierra</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Extended</strong></td>
<td>Qty</td>
<td>Price</td>
<td>Extended Price</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**New, Model Year 2017 or Manufacturer's Current Production Model Year Trucks and Carrio Van Tab Sheet**
RESOLUTION NO. R-50-17

AN EMERGENCY RESOLUTION RESCINDING RESOLUTION
NO. R-43-17 REGARDING AUTHORIZING A PURCHASE
ORDER TO LEBANON FORD FOR THE PURCHASE OF TWO
FORD POLICE INTERCEPTOR UTILITY VEHICLES AND
TWO FORD POLICE INTERCEPTOR SEDANS

WHEREAS, Resolution No. R-43-17 was passed by this Commission on
February 21, 2017; and

WHEREAS, said Resolution No. R-43-17 approved a purchase order for the
two Ford Police Interceptor Utility Vehicles and two Ford Police Interceptor Sedans
to Statewide Ford, Van Wert, Ohio which was deemed a scriveners error and must
be rescinded; and

WHEREAS, Resolution No. R-43-17 should have read (in the body of the
Resolution) that the purchase order be made to Lebanon Ford; and

WHEREAS, a new Resolution will be presented to Piqua City Commission for
said purchase.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of
Piqua, Miami County, Ohio, the majority of all members elected thereto concurring,
that:

SEC. 1: Resolution No. R-43-17 is hereby rescinded and Resolution
No. R-43-17 shall have no effect.

SEC. 2: This Resolution is declared an emergency for immediate
preservation of the public peace, health or safety in the City of Piqua for said reason
that Resolution No. R-43-17 inadvertently named the wrong contractor as the
winning bidder.

KATHRYN B. HINDS, MAYOR

PASSED: ____________________________

ATTEST: ____________________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by____________________
seconded by____________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds
Commissioner John Martin
Commissioner William Vogt
Commissioner Joseph Wilson
Commissioner Judy Terry
RESOLUTION NO. R-51-17

A RESOLUTION AUTHORIZING A PURCHASE ORDER TO LEBANON FORD FOR THE PURCHASE OF TWO FORD POLICE INTERCEPTOR UTILITY VEHICLES AND TWO FORD POLICE INTERCEPTOR SEDANS

WHEREAS, the City of Piqua Police Department requires the purchase of specialized police vehicles to fulfill their duties to the citizens of the City of Piqua, and;

WHEREAS, the City of Piqua has budgeted for replacement of Police cruisers, and;

WHEREAS, the Piqua Police Department has determined to use State Bid Contract #RS900917 (9/30/2017) for the purchase of two new Ford Police Interceptor Utility and two new Ford Police Sedan Vehicles;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: A purchase order is hereby authorized to Lebanon Ford, Lebanon, Ohio, for Ford Police Patrol Vehicles not to exceed $101,965.00.

SEC. 2: The Finance Director certifies funds are available and is hereby authorized to draw her warrant on the appropriate account of the City treasury in payment for said equipment purchase.

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: ____________________

ATTEST: ____________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by______________________
seconded by______________________ and on roll call the following vote ensued:

Mayor Kathryn B. Hinds
Commissioner John Martin
Commissioner William Vogt
Commissioner Joseph Wilson
Commissioner Judy Terry
**Commission Agenda**

**Staff Report**

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>March 7, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A resolution authorizing a purchase order to Lebanon Ford for the purchase of two Ford Police Interceptor utility vehicles and two Ford Police Interceptor sedans.</td>
</tr>
</tbody>
</table>
| SUBMITTED BY | Name & Title: Bruce A. Jamison, CLEE, Chief of Police  
Department: Police |
| AGENDA CLASSIFICATION | □ Consent  
□ Ordinance  
☒ Resolution  
□ Regular |
| APPROVALS/REVIEWS | □ City Manager  
□ Asst. City Manager/Finance  
□ Asst. City Manager/Development  
□ Law Director  
□ Department Director  
□ Other: |
| BACKGROUND | I apologize for needing to bring this to you again. The scrivener’s error in the resolution we presented at the last meeting was because I failed to catch a cut/paste error from a previous document. While the title of the resolution was correct, the body of the resolution contained the name of the vendor who was awarded the state contract last year. All other information is the same as previously presented to you by Deputy Chief Steiner, our department’s Fleet Manager.  

In the Fall of 2013, the Piqua Police Department started a strategic fleet replacement plan. The addition of four more units in 2017 will continue this planned replacement by replacing the final marked units that were in the fleet prior to 2013 and two 2003 model year unmarked units.  

In 2015 and 2016 we purchased one unmarked Ford Police Sedan (Taurus based) each year to begin replacement of 2003 model year vehicles used by detectives and administrative personnel. The sedan uses the same platform as the utility vehicles purchased for patrol, so there is some commonality of parts, including spare tires. Using the heavier duty police model is anticipated to help the unmarked vehicles last for several years.  

All four vehicles are being purchased using state bid contract #RS900917 (9/30/2017) through Lebanon Ford. The total base price for the two Utility vehicles is $52,010.00 ($26,005.00 each) with an additional $1,428.00 ($714.00 Each) in options for a total of $53,438.00. The total base price for the two Sedans is $45,200.00 |
| **BUDGETING AND FINANCIAL IMPACT**  
(Includes project costs and funding sources) |  
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budgeted $:</strong></td>
</tr>
<tr>
<td><strong>Expenditure $:</strong></td>
</tr>
<tr>
<td><strong>Source of Funds:</strong></td>
</tr>
<tr>
<td><strong>Narrative:</strong></td>
</tr>
</tbody>
</table>

| **OPTIONS**  
(Include Deny / Approval Option) |  
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Approve the resolution to replace to four old police vehicles with new.</td>
</tr>
<tr>
<td>2. Deny the resolution, delaying implementation of the long-term fleet replacement program.</td>
</tr>
</tbody>
</table>

| **PROJECT TIMELINE** | Vehicles would be ordered within days of the passage of the resolution. State Bid calls for delivery within 120 days. After delivery, another four to six weeks are necessary for after-market up-fitting. The after-market equipment would be ordered at the same time and available on delivery of the vehicles. |

| **STAFF RECOMMENDATION** | Approve the expenditure by passing this resolution. |

| **REASON FOR SELECTING CONSULTANT/COMPANY** | State contract |

| **ATTACHMENTS** | Applicable pages from State of Ohio DAS contract for Law Enforcement Vehicles. Cost tabulation |
## Price Schedule - 2017 Piqua Police Department Vehicle Purchases

Ohio Department of Administrative Services

**Invitation to Bid**  
9/7/2016 Ford Interceptor Sedan, Ford Interceptor SUV, others

**Contract Awarded**  
10/14/2016 Sedan - Lebanon Ford - Item #30239  
SUV - Lebanon Ford - Item # 28200  
"lowest responsive and responsible bidder(s)"

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 Sedan Base Bid</td>
<td>$22,600.00</td>
<td>2</td>
<td>$45,200.00</td>
</tr>
<tr>
<td>Sedan Options</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cast Aluminum Wheels</td>
<td>$695.00</td>
<td>2</td>
<td>$1,390.00</td>
</tr>
<tr>
<td>No Spotlight</td>
<td>$(30.00)</td>
<td>2</td>
<td>$(60.00)</td>
</tr>
<tr>
<td>Keyed Alike</td>
<td>$75.00</td>
<td>2</td>
<td>$150.00</td>
</tr>
<tr>
<td>Cloth Rear Seats</td>
<td>$75.00</td>
<td>2</td>
<td>$150.00</td>
</tr>
<tr>
<td>Front Headlight Prep</td>
<td>$124.00</td>
<td>2</td>
<td>$248.00</td>
</tr>
<tr>
<td>Heated Mirrors</td>
<td>$59.00</td>
<td>2</td>
<td>$118.00</td>
</tr>
<tr>
<td>Electroncs Tray</td>
<td>$284.00</td>
<td>2</td>
<td>$568.00</td>
</tr>
<tr>
<td>Cargo Lockable Vault</td>
<td>$255.00</td>
<td>2</td>
<td>$510.00</td>
</tr>
<tr>
<td>Taillight Prep</td>
<td>$59.00</td>
<td>2</td>
<td>$118.00</td>
</tr>
<tr>
<td>Grill Lamp Wire</td>
<td>$49.00</td>
<td>2</td>
<td>$98.00</td>
</tr>
<tr>
<td>45-day Tag</td>
<td>$18.50</td>
<td>2</td>
<td>$37.00</td>
</tr>
<tr>
<td>2017 SUV Base Bid</td>
<td>$26,005.00</td>
<td>2</td>
<td>$52,010.00</td>
</tr>
<tr>
<td>SUV Options</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courtesy Lamp Disable</td>
<td>$70.00</td>
<td>2</td>
<td>$140.00</td>
</tr>
<tr>
<td>Keyed Alike</td>
<td>$75.00</td>
<td>2</td>
<td>$150.00</td>
</tr>
<tr>
<td>Police Headlight Prep</td>
<td>$124.00</td>
<td>2</td>
<td>$248.00</td>
</tr>
<tr>
<td>Rear Prep</td>
<td>$59.00</td>
<td>2</td>
<td>$118.00</td>
</tr>
<tr>
<td>Hidden Door Lock Plungers</td>
<td>$195.00</td>
<td>2</td>
<td>$390.00</td>
</tr>
<tr>
<td>Rear Console Plate</td>
<td>$34.00</td>
<td>2</td>
<td>$68.00</td>
</tr>
<tr>
<td>Grill Lamp Wire</td>
<td>$49.00</td>
<td>2</td>
<td>$98.00</td>
</tr>
<tr>
<td>Heated Mirrors</td>
<td>$59.00</td>
<td>2</td>
<td>$118.00</td>
</tr>
<tr>
<td>Rear Cargo Light</td>
<td>$49.00</td>
<td>2</td>
<td>$98.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$101,965.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: NEW, MODEL YEAR 2017 OR MANUFACTURER’S CURRENT PRODUCTION
MODEL - LAW ENFORCEMENT VEHICLES

CONTRACT No.: RS900917 EFFECTIVE DATES: 10/14/16 to 09/30/17

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. RS900917 that opened on 09/07/16. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the item(s) listed. The respective bid response, including the Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions (Revised 10/2013), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all State Agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

SPECIAL NOTE: State agencies may make purchases under this Requirements Contract up to $2500.00 using the State of Ohio payment card. Any purchase that exceeds $2500.00 will be made using the official State of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

This Requirements Contract and any Amendments thereto are available from the DAS website at the following address:

http://www.ohio.gov/procure

Signed: _________________________________ 
Robert Blair, Director Date
SPECIFICATIONS

I. SCOPE AND CLASSIFICATION:

A. Scope: These specifications define the State's requirements for new, Model Year 2017 or manufacturer's current production model vehicles to be utilized by State Agencies in the operation of State government, primarily for law enforcement work. This includes political subdivisions that are members of the Department of Administrative Services, Office of Procurement Services Cooperative Purchasing program.

B. Vehicle shall be the latest current model, complete with all standard equipment, unless otherwise specified. Any item which is standard equipment on the vehicle being bid, but not listed below, must not be removed from the vehicle. Manufacturer's disclaimers indicate changes in product specifications may occur during the model year and they reserve the right to do so without repercussion. All current mandatory Department of Transportation safety requirements are to be furnished, including seat belts and shoulder harness.

C. Classification: The information listed below is based upon vehicle purchases the Office of State Procurement had received from usage reports. Due to the life cycle of vehicles, usage data will change from year to year. The State makes no representation or guarantee as to the actual number of vehicles that will be purchased by participating agencies.

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Historical Usage</th>
<th>Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>47 Units</td>
<td>Ford Interceptor: Sedan-4 Door-V6-All Wheel Drive</td>
</tr>
<tr>
<td>2</td>
<td>83 Units</td>
<td>Dodge Charger: Sedan-Full Size-4 Door-V6-Rear Wheel Drive</td>
</tr>
<tr>
<td>3</td>
<td>20 Units</td>
<td>Chevrolet Caprice: Sedan-Full Size-4 Door-V6-Rear Wheel Drive</td>
</tr>
<tr>
<td>4</td>
<td>265 Units</td>
<td>Ford Interceptor: Sport Utility Vehicle-4 Door-V6-All Wheel Drive</td>
</tr>
<tr>
<td>5</td>
<td>54 Units</td>
<td>Chevrolet Tahoe: Sporty Utility Vehicle -Full Size-4 Door-V8- Rear Wheel Drive</td>
</tr>
</tbody>
</table>

II. APPLICABLE DOCUMENTS:

A. Ohio Revised Code Section 125

B. Ohio Revised Code Chapters 4501, 4503, 4513, and 4517

C. Ohio Administrative Code Sections 4501:1-3-05

D. Federal Motor Vehicle Safety Standards (FMVSS)

E. Society of Automotive Engineers (SAE) Automotive Technical Standards

F. Occupational Safety & Health Administration (OSHA) Regulations

G. U.S. Environmental Protection Agency (EPA) Laws & Regulations

H. Model Year 2017 or Manufacturer's most current Model EPA Fuel Economy Guide

I. State of Michigan, Department of State Police, National Law Enforcement & Corrections Technology Center and Department of Technology Management and Budget, Model Year 2016 or Manufacturer's most current Model Police Equipment Program. Must meet and exceed the standards established by the Michigan State Police Vehicle Test/Evaluation Team for the Police (Pursuit) Category vehicles

J. State of Ohio Law Enforcement Vehicle specifications and optional equipment listed in this bid
CONTRACTOR'S INDEX

CONTRACTOR AND TERMS:

136744
Byers Chevrolet
5887 N. Meadows Dr.
Grove City, OH 43123

CONTRACTOR'S CONTACT: Tom Allen

Preferred Method of receiving Purchase Orders:

---

CONTRACT NO.: RS900917-1

DELIVERY: See Price Schedule

TERMS: Net 30 Days

Telephone: (614) 782-2738
FAX: (614) 782-2720
E-mail: tallen@byersauto.com

E-mail: tallen@byersauto.com

---

66288
Greve Chrysler Jeep Dodge of Van Wert
756 West Ervin Rd.
Van Wert, OH 45891

CONTRACTOR'S CONTACT: Dave Matarase

Preferred Method of receiving Purchase Orders:

---

CONTRACT NO.: RS900917-2

DELIVERY: See Price Schedule

TERMS: Net 30 Days

Toll Free: (855) 246-4052
Telephone: (419) 238-3944
FAX: (666) 248-8918
E-mail: dave.matarase@grevecrysler.com

FAX: (666) 248-8918

---

45147
Lebanon Ford Inc.
770 Columbus Ave
Lebanon, OH 45036

CONTRACTOR'S CONTACT: Frank Beaver

Preferred Method of receiving Purchase Orders:

---

CONTRACT NO.: RS900917-3

DELIVERY: See Price Schedule

TERMS: Net 30 Days

Telephone: (614) 570-0702
FAX: (513) 672-9762
E-mail: frankbeaver@roadrunner.com

E-mail: frankbeaver@roadrunner.com
RESOLUTION NO. R-52-17

A RESOLUTION AWARDING
A CONTRACT TO TREE CARE INC. FOR THE
REMOVAL, PRUNING, AND EMERGENCY TREE REMOVAL

WHEREAS, After proper advertisement of bids were opened resulting in the tabulation of bids as listed in Exhibit A attached hereto;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that

SEC. 1: A contract is hereby approved with Tree Care Inc., as the most responsible bidder for the removal of trees in the right of way and in the parks, as well as pruning in the right of way and the City Manager is hereby authorized to execute a contract with said bidder pursuant to contract specifications.

SEC. 2: The Finance Director certifies that funds are available and is hereby authorized to draw her warrants from time to time on the appropriate account of the city treasury in payment according to contract terms, not exceeding a total of $32,000.00

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KATHRYN B. HINDS, MAYOR

PASSED: ____________________________

ATTEST: ____________________________
REBECCA J. COOL
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by ____________________________
seconded by ____________________________ and on roll call the following vote ensued:

Mayor Kathryn R. Hinds  ___________  Commissioner John Martin  ___________
Commissioner William Vogt  ___________  Commissioner Joseph Wilson  ___________
Commissioner Judy Terry  ___________
<table>
<thead>
<tr>
<th><strong>MEETING DATE</strong></th>
<th>March 7, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REPORT TITLE</strong></td>
<td>A Resolution awarding a contract to Tree Care Inc. for the Annual Tree Removal, Pruning and Emergency Event Tree Removal.</td>
</tr>
</tbody>
</table>
| **SUBMITTED BY** | Name & Title: Bob Graeser, Project Manager, Urban Forester  
Department: Engineering |
| **AGENDA CLASSIFICATION** | ☑️Consent  
☐Ordinance  
☒Resolution  
☐Regular |
| **APPROVALS/REVIEWS** | ☑️City Manager  
☐Asst. City Manager/Finance  
☐Asst. City Manager/Development  
☐Department Director,  
☐Other: |
| **BACKGROUND** | On February 5’ 2017 bids were received for the Annual Tree Removal, Pruning, and Emergency Event Tree Removal (see attached Exhibit A)  
This is for the removal of trees, which would include Ash Trees, Hazard Trees, as well as other species within the City right of way and parks throughout the city that need to be removed.  
This bid also includes annual tree trimming, for street trees as well as a Emergency tree removal in the event of catastrophic high wind event. |
| **BUDGETING AND FINANCIAL IMPACT** | Budgeted$: $32,000.00  
Expenditure$: $32,000.00  
Source of Funds: Public Works Funds (101 STREETS)  
Narrative: Bladecutter Inc. did not comply with multiple bid document specifications. |
| **OPTIONS** | 1. Approve the resolution to hire Tree Care Inc. to do all required tree work within the City  
2. Do not approve resolution to hire Tree Care Inc. and rebid proposed work |
| **PROJECT TIMELINE** | Work to begin in spring |
| **STAFF RECOMMENDATION** | Approve resolution and Tree Care Inc. to proceed with necessary tree removals and pruning. |
| **REASON FOR SELECTING CONSULTANT/COMPANY** |  |
| **ATTACHMENTS** | Bid Tabulation (Exhibit A) |
City of Piqua, Ohio  
IFB #1704 Tree Removal, Pruning & Emergency Removal  
Opened 2/10/17 at 2:00 p.m.

<table>
<thead>
<tr>
<th></th>
<th>Bladecutters Inc., Dayton, OH</th>
<th>Tree Care, Inc., Dayton, OH</th>
<th>Gray’s Tree Experts, Miamisburg, OH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 19&quot; DBH</td>
<td>$535.00</td>
<td>$732.42</td>
<td>$855.00</td>
</tr>
<tr>
<td>19-25&quot; DBH</td>
<td>$665.00</td>
<td>$842.44</td>
<td>$1,125.00</td>
</tr>
<tr>
<td>26-31&quot; DBH</td>
<td>$800.00</td>
<td>$1,003.87</td>
<td>$1,395.00</td>
</tr>
<tr>
<td>32-37&quot; DBH</td>
<td>$935.00</td>
<td>$1,157.15</td>
<td>$1,665.00</td>
</tr>
<tr>
<td>38&quot; or greater DBH</td>
<td>$1,200.00</td>
<td>$1,587.84</td>
<td>$1,890.00</td>
</tr>
<tr>
<td>Pruning price/hour</td>
<td>$120.00</td>
<td>$150.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Emergency Response</td>
<td>$180.00</td>
<td>$210.00</td>
<td>$225.00</td>
</tr>
</tbody>
</table>