REGULAR PIQUA CITY COMMISSION MEETING
TUESDAY, JUNE 5, 2018
6:00 PM
COMMISSION CHAMBER – 2nd FLOOR
201 WEST WATER STREET - PIQUA, OHIO 45356

CALL TO ORDER

THE PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

REGULAR CITY COMMISSION MEETING

CONSENT AGENDA

1. APPROVAL OF MINUTES
   Approval of minutes from the May 15, 2018 Regular City Commission Meeting

NEW BUSINESS

2. ORD. NO. 9-18 (1st Reading)
   An Emergency Ordinance enacting and adopting a supplement to the Code of Ordinances for the City of Piqua

3. RES. NO. R-87-18
   An Emergency Resolution authorizing the City Manager to enter into a project agreement with Poggemeyer Design Group to provide construction services for the City’s PY 2017 Downtown Revitalization project

4. RES. NO. R-88-18
   A Resolution authorizing a purchase order to A&A Safety for the purchase of a portable traffic control system

5. RES. NO. R-89-18
   A Resolution awarding a contract for replacement radio communications for the Power System

6. RES. NO. R-90-18
   A Resolution awarding a contract for the installation of a replacement roof for the Power System’s #9 Gas Turbine building

7. RES. NO. R-91-18
   A Resolution of intent to vacate public right-of-way

8. RES. NO. R-92-18
   A Resolution authorizing a purchase order to Insulated Roofing Systems Inc. for the purchase of a replacement roof for the Wastewater Department

9. RES. NO. R-93-18
   A Resolution authorizing a purchase order to Valley Ford Truck, Inc. for the purchase of a dump truck for the Public Works Department

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
Wastewater Plant Construction Update – Mr. Chris Melvin, Wastewater System Superintendent

COMMISSIONERS COMMENT
MINUTES
PIQUA CITY COMMISSION
TUESDAY, May 15, 2018
6:00 P.M.

Piqua City Commission met at 6:00 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 Lee, Short, Vogt, and Martin. Absent: None.

ANNOUNCEMENTS

Lorna Swisher, Executive Director MainStreet Piqua came forward and thanked the City of Piqua, and the City employees for all of their support and help with the 24th Annual Taste of the Arts making it a success this year.

Mayor Hinds thanked Lorna Swisher and MainStreet Piqua along with all of the volunteers who helped with the Taste of the Arts. This was a wonderful event, and the weather cooperated this year.

RESIDENCE PRIDE AWARDS:
Jody & Brenda Causey
Paul & Jennifer Hermann
Lauren Hoersten
Scott & Kimberly Oglesbee
Marianne Sterling
531 Cottage Avenue
600 N. Downing Street
529 Park Avenue
1701 Nicklin Avenue
727 S. Main Street

Mayor Hinds read the names of the Award Winners while photos were shown of the homes.

Mayor Hinds congratulated all of the award winners and thanked them for taking pride in their homes.

EXECUTIVE SESSION
a. To consider the purchase or sale of property for public purposes

Moved by Commissioner Martin, seconded by Commissioner Vogt to move into Executive Session at 6:08 P.M. Voice vote, Aye: Martin, Lee, Vogt, Short, and Hinds. Nay: None.


REGULAR CITY COMMISSION MEETING

CONSENSUS AGENDA

APPROVAL OF MINUTES

Approval of the Minutes from the May 1, 2018 Regular City Commission Meeting.

Moved by Commissioner Martin, seconded by Commissioner Vogt, to approve the Consent Agenda at this time. Voice vote, Aye: Martin, Short, Hinds, Lee, and Vogt. Nay: None. Consent Agenda was unanimously approved.

NEW BUSINESS

Resolution No. R-74-18

A Resolution of Intent to vacate public right-of-way
Justin Sommer, Assistant City Manager provided the Staff Report.

This resolution will vacate a portion of an alley right-of-way located west of Main Street and east of Wayne Street. The alley is not currently being used for public purposes at this time. Resolution No. R-74-18 will go to the Piqua Planning Commission for a Public Hearing and approval before coming back to the City Commission for final approval.

Public Comment

No one came forward to speak for or against Resolution No. R-74-18.


RES. NO. R-75-18

A Resolution to replat part of Inlots 26, 27, 28 and 31 and dedicate a portion of public alley and Ash Street right-of-way

Justin Sommer, Assistant City Manager provided the Staff Reporter.

The applicant desires to replat two separate tracts with multiple lots into two new parcels to eliminate boundary line discrepancies. A portion of one of the tracts includes a roadway easement occupied by existing street improvements. A portion of the other tract is occupied by public alley improvements. Both of the public areas occupied by public interests will be dedicated as public right of way as part of the replatting of the properties. This eliminates any private property ownership interest in the areas being utilized solely for public purposes.

The Piqua Planning Commission conducted a public hearing to consider this request. The owner's agent spoke in support of this request at the public hearing, no one was present to speak against the item. The Planning Commission unanimously recommended approval of this request.

Public Comment

No one came forward to speak for or against Resolution No. R-75-18.


RES NO. R-76-18

A Resolution to quit claim deed City interest in parts of Inlots 26, 27 and 28

Justin Sommer, Assistant City Manager provided the Staff Report.

There are overlaps in the legal description on Inlots 26, 27 and 28 due to shortages in the actual block length dimensions as compared to the original platted dimensions. The City owns the former Miami and Erie Canal right of way adjoining the interior lot lines of part of the lots. The owner of the lots has requested the city quit claim deed any legal interest it may hold in the part of Inlots 26, 27, and 28 so the owner may replat part of the lots and eliminate the overlaps in the legal descriptions. This will allow the preparation of a new legal description for the tract that is free of any unresolved discrepancies in the lot boundaries.

The Piqua Planning Commission conducted a public hearing to review the proposed replat and dedication of right of way related to this item and unanimously recommended approval of the changes.
PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-77-18

A Resolution terminating an easement for street purposes

Justin Sommer, Assistant City Manager, provided the Staff Report.

The applicant desires to replat multiple lots into one parcel to eliminate boundary line discrepancies. A portion of the property being replatted includes a roadway easement occupied by existing street improvements that is being dedicated as public right of way. Therefore, an existing easement for street purposes that is within the new right of way area is no longer necessary.

The Piqua Planning Commission conducted a public hearing to review the proposed replat and dedication of right of way related to this item and unanimously recommended approval.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-78-18

A Resolution awarding a contract to A to Z Property Maintenance, LLC for the sidewalk ADA Compliance Program – Phase II

Amy Havenar, City Engineer provided the Staff Report.

Three bids were received for the Sidewalk ADA Compliance Program – Phase II. The work will consist of the installation of 44 ADA compliant handicap ramps at intersections along the streets to be resurfaced as part of the 2018 Street Resurfacing Program Phase II. This work will also include the replacement of 7 catch basins within the paving limits. The work will begin as soon as possible and has a completion date of August 10, 2018.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-79-18

A Resolution awarding a contract to Barrett Paving Material, Inc. for the 2018 Street resurfacing Program – Phase II
Amy Havenar, City Engineer provided the Staff Report.

Two bids were received for the 2018 Street Resurfacing Program – Phase II for fifteen streets. The resurfacing project will consist of the necessary roadway base repairs and the overlaying of the roadway with a new asphalt surface. The project will also include the replacement of all new pavement markings within the project limits. A 10% contingency was added for items of work which may be required that are not included in the original plans and specifications. The contractor is required to wait until all of the ADA Ramps have been installed before they can begin the paving operations.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-80-18

A Resolution authorizing the sale of city owned real estate

Justin Sommer, Assistant City Manager, provided the Staff Report.

The petitioner desires to acquire property owned by the City of Piqua. Commonly known as the Zollinger Building located at 101 S. Wayne Street. The property is currently vacant and is critical to the redevelopment of the Riverfront Redevelopment District. The buyer desires to assume control of the property to facilitate future economic development.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-81-18

A Resolution to authorize Indian Ridge Section 8 Final Plat

Justin Sommer, Assistant City Manager provided the Staff Report.

The applicant desires to move forward with recording the final plat for Indian Ridge Section 8 and the section plat has been reviewed for conformance with the city standards and consistency with the preliminary plan for the subdivision. The Piqua Planning Commission conducted a public hearing to consider the request with the owner speaking in support of the request. No one was present to speak against the item. The Planning Commission unanimously recommended approval of this request.

Rob Alexander, Applicant came forward and provided a brief overview of the new area. Mr. Alexander stated he is excited to open the new area and provide homes for Piqua families. At this time there are currently 185 families that call this area home, stated Mr. Alexander.

Mayor Hinds stated Indian Ridge is doing a wonderful job, and hopes to see them continue to grow in the future.
PUBLIC COMMENT

No one came forward to speak at this time.

Moved by Commissioner Lee, seconded by Commissioner Short, that Resolution No. R-81-18 be adopted. Voice vote, Aye: Hinds, Lee, Short, Martin, and Vogt. Nay: None. Motion carried unanimously

RES. No. R-82-18

A Resolution requesting authorization to enter into an agreement with FTC & H for the Construction Administration Engineering & RPR Services on the Wastewater Pump Stations Replacement & Elimination project

Chris Melvin, Wastewater Treatment Superintendent provided the Staff Report.

The Wastewater Treatment Plant received grant and loan funding from the Ohio Public Works Commission to complete the project. The project will modernize and standardize the pump stations.

As part of the Pump Station replacement and elimination work the city is in need of services for construction administration management/engineering along with resident project representative (RPR) for onsite inspection. The city is at the point in the project once PTI approval is secured from the EPA to continue toward the bidding process. After the award, they will need to have the engineering firm on board to facilitate the preconstruction meeting process and start the necessary efforts in beginning the construction and elimination of Wastewater pumps stations.

Fishbeck, Thompson, Carr & Huber, Inc., has been selected to complete Construction administration engineering and resident representative (RPR) services based upon the Request for Qualifications that were solicited. This company meets the needs and is suited to this type of project, due to other similar successful work they have completed, stated Mr. Melvin.

Commissioner Martin asked if the pumps and controls would be the same for all. Mr. Melvin stated yes, and would be obtained thru Crane Pumps, and provided additional information.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. No. R-83-18

A Resolution requesting authorization to enter into an agreement with Mull & Weithman Architects, Inc. for the Fire Station feasibility and facilities study

Amy Havenar, City Engineer provided the Staff Report.

The current Fire Station was constructed in 1927 and was renovated in 2000 to try and accommodate the growing Department. It no longer meets the needs the Fire Department or the demands placed upon the employees. The Fire Department has three 24-hour duty shifts with ten members each. The current station was remodeled to provide living quarters for only up to nine members, and have already outgrown the facility. The feasibility study will anticipate the new station will consist of living quarters for up to twelve firefighters to ensure room for future growth.
The City solicited Requests for Qualifications (RFQ's) and received a total of nine and the selection team narrowed it down to three firms to interview. After the interview process and multiple site visits to neighboring fire stations, the committee chose Mull & Weithman Architects, Inc. to provide the future Fire Station designs.

PUBLIC COMMENT

No one came forward to speak at this time.

Moved by Commissioner Lee, seconded by Commissioner Short, that Resolution No. R-83-18 be adopted. Voice vote, Aye: Hinds, Lee, Short, Martin, and Vogt. Nay: None. Motion carried unanimously

RES. NO. R-84-18

A Resolution authorizing a street closure for Greene Street for the St. Mary Parish Festival

Brittany Van Horn, Special Events Coordinator provided the Staff Report.

This is the 47th Annual St. Mary Parish Festival and they are requesting the annual street closing of Greene Street between Franklin Street and Broadway. Over the past years the City has been notified of multiple complaints against the children's carnival rides and their operators during the festival.

The 2018 Festival Committee is brand new and has made all the changes necessary to rectify most of the complaints. This year the layout of the festival has been changed, but due to the locations of the power lines and festival logistics, the only feasible location for the children's rides would be on Greene Street.

Mayor Hinds and Commissioner Lee both stated they have received numerous complaints about Greene Street being closed, location of the rides, and other issues connected with the Festival.

Committee members Beverly Brown and Jerry Peltier came forward and stated they have moved a number of the rides to the church's parking lot, and are trying to address all of the complaints. This is the biggest fundraiser the Church has and we would like to continue this year. Mayor Hinds stated the Resolution needs to be amended to change the dates from June 17 thru June 19 to read as, June 8 thru June 10, 2018.


PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-85-18

A Resolution authorizing the sale of City owned real estate

Justin Sommer, Assistant City Manager provided the Staff Report.

The City of Piqua owns portions of parcels N44-250039 and N44-250337 and the land is no longer of use to the city, as it is a nonstandard lot, and is of no value to the general public due to its
location and size. The adjacent owner has expressed an interest in purchasing the land to combine the tract with his property. City of Piqua Code of Ordinances, Section 34.36 requires the Commission to pass a resolution authorizing the sale of the subject property.

PUBLIC COMMENT

No one came forward to speak at this time.


RES. NO. R-86-18

A Resolution authorizing the City Manager to enter into a lease agreement to permit the usage of Piqua Veterans memorial Park to Piqua Veterans Association

Brittany Van Horn, Special Events Coordinator provided the Staff Report.

The Memorial Day Parade ends at the Veterans Memorial Park and they will hold a one hour ceremony at 10:00 A. M. on May 28, 2018. Resolution No. R-86-18 authorizes the lease agreement between the City of Piqua and Piqua Veterans Association for the use of Veteran Memorial Park.

PUBLIC COMMENT

No one came forward to speak at this time.


PUBLIC COMMENT

No one came forward to speak at this time.

CITY MANAGER REPORT

The Assistant City Manager did not have anything to report at this time.

COMMISSIONERS COMMENT

Commissioner Lee congratulated the Residence Pride Award Winners, and thanked Lorna Swisher for another great Taste of the Arts. Commissioner Lee also congratulated all of the Rotary Scholarship Winners.

Commissioner Short stated Wednesday, May 16 is National Law Enforcement Day and the flags will be lowered to half-staff in observance.

Commissioner Vogt asked citizens to stop blowing grass in the streets as it is a safety issue and clogs up the sewers. Commissioner Vogt stated he will publically name offenders if it continues.

Commissioner Vogt congratulated all of the Residence Pride Award Winners, and the Taste of the Arts for another successful event.

Commissioner Martin also voiced his concern over the grass being blown into the streets. Commissioner Martin stated he thought there was something in the State of Ohio Code
concerning the issue and asked Chief Jamison to check into it. Chief Jamison asked Commissioner Martin to bring in the information he has and he will discuss it.

Mayor Hinds reminded citizens the State of the City will be presented on May 22, 2018 at the Piqua Plaza, with registration beginning at 8:00 A.M. Please plan to attend.

Mayor Hinds stated she was part of the "Click It or Ticket It" Campaign that takes place every year. This year it was held at the Upper Valley Career Center. They hold a Seat Belt Count at the area high schools, and Troy Christian won this year. Piqua High School and the Career Center also took part. Mayor Hinds stated she would like to see one of them win next year, and to remember to buckle up every day.

Mayor Hinds stated several of our area schools are taking their students to Washington D.C., and Piqua Catholic students are already there. Mayor Hinds further stated she is proud of our community for doing it, and is sending blessing to all heading to Washington, D.C. to learn how our Government works.

Motion made by Commissioner Vogt, to adjourn from the Regular Commission Meeting 7:15 P.M. seconded by Commissioner Martin, motion was carried unanimously.

KATHRYN B. HINDS, MAYOR

PASSED: _______________________

ATTEST: _______________________
REBECCA J. COOL
CLERK OF COMMISSION
ORDINANCE NO. 9-18

AN EMERGENCY ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF PIQUA

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2018 supplement to the Code of Ordinances of the City of Piqua, which supplement contains all ordinances of a general and permanent nature enacted from January 1, 2018 through March 31, 2018 and is referred to as 2018 S-61 Supplement; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to the Ohio Code; and

WHEREAS, it is the intent of the Piqua City Commission to accept these updated sections in accordance with the changes of the law of the State of Ohio; and

WHEREAS, it is necessary to provide for the usual daily operation of the City of Piqua and for the immediate preservation of the public peace, health, safety and general welfare of the City of Piqua that this ordinance take effect immediately as the City Commission has already enacted all of the 2018 ordinance changes contained in the supplement.

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

SEC 1: That the 2018 supplement to the Code of Ordinances of the City of Piqua as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, is hereby adopted by reference 2018 S-61 Supplement as is set out in its entirety.

SEC. 2: Such supplement shall be deemed published as of the day of its adoption and approval by the Piqua City Commission and the Clerk of Commission is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk of Commission.

SEC. 3: This Ordinance is declared an emergency for the immediate preservation of the public peace, health or safety in the City of Piqua and so that the ordinance already adopted by the City Commission can be codified.

KATHRYN B. HINDS, MAYOR

PASSED: _______________________

ATTEST: _______________________
REBECCA J. COOL
CLERK OF COMMISSION

Mayor Kathryn B. Hinds
Commissioner John Martin
Commissioner William Vogt
Commissioner Kris Lee
Commissioner Dave Short
RESOLUTION NO. R-87-18

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROJECT AGREEMENT WITH POGGEMEYER DESIGN GROUP TO PROVIDE CONSTRUCTION SERVICES FOR THE CITY’S PY 2017 DOWNTOWN REVITALIZATION PROJECT

WHEREAS, on September 1, 2017 the City of Piqua was awarded a PY 2017 CDBG Community Development Program Grant for its Downtown Revitalization Project; and

WHEREAS, the City of Piqua competitively procured proposals from qualified firms to manage construction services for participating downtown business owner projects; and

WHEREAS, the City of Piqua and Poggemeyer Design Group desire to enter into a Construction Management Services Agreement substantially in the form of 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: The City Manager is hereby authorized to enter into the Downtown Revitalization Project Construction Management Services Agreement with Poggemeyer Design Group for an amount not to exceed $44,500, which will be paid out of administration dollars budgeted in the PY 2017 CDBG grant allocation;

SEC 2: This Resolution is declared an emergency for the immediate preservation of the public peace, health or safety in the City of Piqua as the Downtown Revitalization Project and construction procedures are under timing requirements and project deadlines to begin drawdown procedures for grant funding.

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 Dave Short
Commissioner Kris Lee
## Commission Agenda
### Staff Report

<table>
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<tr>
<th>MEETING DATE</th>
<th>June 5, 2018</th>
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<tr>
<td>REPORT TITLE</td>
<td>An emergency resolution authorizing the City Manager to enter into a project agreement with Poggemeyer Design Group to provide construction services for the City’s PY 2017 Downtown Revitalization Project.</td>
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| SUBMITTED BY | Name & Title: Janel Ranly, Development Program Manager  
Department: Development Department |
| AGENDA CLASSIFICATION | ☑️Consent  
☐Ordinance  
☒Resolution  
☐Regular |
| APPROVALS/REVIEWS | ☑️City Manager  
☑️Asst. City Manager/Finance  
☑️Asst. City Manager/Development  
☐Law Director  
☐Department Director  
☐Other: |
| BACKGROUND | In July of 2017 the City applied for the Community Development Block Grant (CDBG) Downtown Revitalization Program. In August of 2017 the City was notified of our award for CDBG dollars from the Ohio Development Services Agency for our Program Year 2017 Downtown Revitalization Project.  
The project will propose to make code and façade improvements to approximately 15 buildings within the identified downtown target area. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $44,500  
Expenditure $: $44,500  
Source of Funds: $150,000 – CDBG Allocation; $300,000 – CDBG Downtown Revitalization. |
| Narrative | The City has been awarded $450,000 in Community Development Block Grant (CDBG) funds for Program Year 2017 (PY17) $150,000 for its biennial CDBG allocation and $300,000 for its Downtown Revitalization Project.  
Due to the complexity of the project the City will ask to enter into an agreement with Poggemeyer Design Group to assist City and Mainstreet staff with the construction management services for downtown business owners who participate in the program.  
Construction management services will include: building deficiency assessments, project cost estimates, assistance to building owners and contractors, bidding of projects, pre-construction meetings, construction/site monitoring, and final inspections. |
Request for proposals were solicited and it was determined that Poggemeyer Design Group was the most competitive bid to provide the services required for the downtown project.

The City will utilize administration dollars from the PY17 CDBG allocation and downtown revitalization grant not to exceed $44,500 to work with Poggemeyer Design Group.

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<th>OPTIONS</th>
<th>1. Approve the resolution to enter into an agreement with Poggemeyer Design Group.</th>
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<td>2. Deny the resolution and rely on City and Mainstreet staff to handle all construction services with participating business applicants for the Downtown Revitalization program.</td>
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| PROJECT TIMELINE | The Program Year 2017 grant agreement has a Work Completion date of: 8/31/2019. Draw Date of: 9/30/2019. Grant Completion Date of: 10/31/2019. |

| STAFF RECOMMENDATION | Approve the resolution to allow for the City to enter into an agreement with Poggemeyer Design Group. |

| REASON FOR SELECTING CONSULTANT/COMPANY | Request for Proposal process per Ohio Development Services Agency guidelines. |

| ATTACHMENTS | Poggemeyer Design Group Downtown Revitalization Grant-Construction Management Services Agreement (Exhibit A); Procured Proposals (Exhibit B) |
EXHIBIT A

City of Piqua & Poggemeyer Design Group

PY17 Downtown Revitalization Grant
Construction Management Services Agreement
May 24, 2018

Ms. Janel Ranly  
Department Program Manager  
City of Piqua  
201 West Water Street  
Piqua, Ohio 45356

Re: PY17 Downtown (DT) Revitalization Grant- Construction Management Services  
PN: 100034-00004

Dear Ms. Ranly:

As we discussed at our last meeting, Poggenmeyer Design Group, Inc. (PDG) is providing this letter contract for review and execution. PDG proposes to provide professional planning and construction management services to help the City with its downtown building improvement program (hereinafter referred to as the “project”), located in downtown Piqua, Ohio.

The City shall be responsible for providing a detailed summary of the requirements for the project, including any special considerations or services needed. In addition, the City will provide all pertinent existing data related to this project to PDG.

Basic services provided under this contract will consist of:

- Preparing a downtown building rehabilitation handbook that will include a description of the multi-step process that each property owner must go through to receive DT Revitalization Grant Funds. The Handbook will include samples of the required forms and a flowchart of the application and construction process.

- PDG will convene a start-up meeting with City Staff, Main Street Piqua staff and interested DT property owners to explain the DT Revitalization Program, the rehabilitation process, grant limits, Davis-Bacon wage rates, pre-construction conferences, labor interviews, and review contract documents.

- Provide assistance to an estimated twenty-five (25) DT property owners on a one-on-one basis regarding their planned building improvements. Also, if needed, PDG inspectors can be available for consultation at the city offices on a periodic basis, especially at the beginning of the program.

- PDG inspectors will perform building assessments, prepare work specifications and in-house estimates, coordinate with OHPO and handle the invitations-to-bid (ITBs) process. The City will be responsible to have the proposed rehabilitation work reviewed by the local design review board.
• PDG will conduct the contractor walkthroughs, check the state’s contractor debarment list and obtain current Davis-Bacon wage rates 30 days and 10 days prior to bidding.

• PDG will prepare the construction contract and the City will prepare the loan closing documents. Bid openings and loan closings will be held at the City Offices.

• PDG will monitor the construction work, process all necessary forms, handle change orders, contractor payment and finalize all work.

• PDG will assist with status reports, in assembling project files and with preparation for state monitoring of the program.

If you believe that revisions and/or additional discussions/clarifications are necessary concerning the scope of this project and the services that our firm will provide, please contact our office as soon as possible.

PDG will complete these services by September 30, 2019 following execution of this agreement.

The fee for providing these services is a time and expense fee based on PDG’s current hourly rate schedule with an estimated maximum fee of $44,500 which includes reimbursables.

If work activities are required which are not included in the basic services described above, PDG can provide these based on its current hourly rate schedule.

PDG will provide monthly invoices for services, with payments being due within thirty (30) days of receipt to avoid potential finance charges.

PDG will begin work on the project upon receipt of this executed letter contract and will complete its services within the time frame specified above.

If there are delays beyond two (2) months from the execution of this contract, an equitable adjustment of this fee will be negotiated, taking into consideration the impact of such delay. Changes in price indices and applicable pay scales will be considered in these negotiations.

If the City has a budgetary limit for this project, please provide this in writing, so that the project can be designed within those limitations.

This letter contract, with Exhibits A (1 page), B (1 page) and C (1 page) represents the entire agreement between PDG and the City in respect to the project and may only be modified in writing after agreement by both parties. If this letter contract accurately reflects your understanding of our agreement, please sign in the space provided below and return one entire contract to PDG. This contract will be open for acceptance for a period of thirty (30) days, unless adjusted by PDG or the City in writing.
Ms. Janel Ranly  
May 24, 2018  
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If there are any questions or you need additional information, please do not hesitate to contact this office.

Sincerely,

POGGE MEYER DESIGN GROUP, INC.

[Signatures]

Paul Z. Tecpanepal, AICP  
Principal Owner

Scott P. Schroeder, P.E.  
Principal Owner

Accepted this ______ day of __________________, 20__ by the undersigned who is duly and legally authorized to enter into such legal contracts for the above-referenced entity and their client. (Please specify: Sole Proprietor, Partnership, Corporation, Other.)

By: ____________________________

Title: ____________________________
EXHIBIT A

1. OWNER’S RESPONSIBILITIES

OWNER shall provide all criteria and full information as to OWNER’s requirements for the project and shall give prompt written notice to PLANNER whenever OWNER observes or otherwise becomes aware of any defect in the work. The OWNER may designate representatives to act with authority on OWNER’s behalf on various aspects of the projects.

2. REIMBURSABLE EXPENSES

Reimbursable Expenses are included in the compensation fee for basic and additional services and are the actual expenses incurred by PLANNER or PLANNER’s independent professional associates or consultants, directly or indirectly, in connection with the Project. These include expenses for: transportation; toll telephone calls; reproduction of reports; pictures, and similar Project-related items.

3. TERMINATION

The obligation to provide further services under this Agreement may be terminated by either party (upon seven day’s written notice) in the event of substantial failure by the other party to perform in accordance with the terms hereof, through no fault of the terminating party. In the event of any termination, PLANNER will be paid in full for all services rendered to the date of termination, all Reimbursable Expenses.

4. SUCCESSORS AND ASSIGNS

OWNER and PLANNER each is hereby bound as are the partners, successors, executors, administrators and legal representatives of OWNER and PLANNER in respect to any covenants, agreements and obligations of this Agreement. Nothing contained in this Agreement shall prevent PLANNER from employing such independent professional associates and consultants as PLANNER may deem appropriate to help in the performance of services hereunder.

5. LIMITATION OF LIABILITY CLAUSE

The PLANNER’s liability to the OWNER for any cause or combination of causes is, in the aggregate, limited to an amount no greater than the total compensation earned under this Agreement.
1. **CERTIFICATE OF OWNER’S ATTORNEY**

I, ________________________________, the undersigned, duly authorized and acting legal representative of ________________________________, do hereby certify as follows:

I have examined the attached contract and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have fully power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Date: _____________________________ Seal: _____________________________

Signed: ___________________________

Title: _____________________________

2. **CERTIFICATION REGARDING THE AVAILABILITY OF FUNDS**

Attest: I, ________________________________, Clerk/Auditor of ________________________________, hereby certify that the money to meet this contract has been lawfully appropriated for the purpose of this contract and is in the treasury of ________________________________, or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Date: _____________________________ Seal: _____________________________

Signed: ___________________________

Title: _____________________________
EXHIBIT C

2016-2018 HOURLY RATES – PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>Position</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sr. Management Principal</td>
<td>$137.00</td>
</tr>
<tr>
<td>Managing Principal</td>
<td>$133.75</td>
</tr>
<tr>
<td>Principal Owner</td>
<td>$131.75</td>
</tr>
<tr>
<td>Executive VP/Department Manager/Senior VP</td>
<td>$129.75</td>
</tr>
<tr>
<td>Vice President</td>
<td>$127.75</td>
</tr>
<tr>
<td>Sr. Project Manager</td>
<td>$124.25</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$113.75</td>
</tr>
<tr>
<td>Project Engineer/Architect/Landscape Architect</td>
<td>$111.50</td>
</tr>
<tr>
<td>Design Engineer/Architect/Intern</td>
<td>$96.50</td>
</tr>
<tr>
<td>Engineer/Architect Intern</td>
<td>$84.50</td>
</tr>
<tr>
<td>Sr. Designer</td>
<td>$109.75</td>
</tr>
<tr>
<td>Design Technician</td>
<td>$99.50</td>
</tr>
<tr>
<td>Sr. CAD Technician</td>
<td>$65.50</td>
</tr>
<tr>
<td>CAD Technician</td>
<td>$48.50</td>
</tr>
<tr>
<td>Sr. Interior Designer</td>
<td>$87.50</td>
</tr>
<tr>
<td>Interior Designer</td>
<td>$69.50</td>
</tr>
<tr>
<td>Project Developer</td>
<td>$109.50</td>
</tr>
<tr>
<td>Project Administrator</td>
<td>$97.50</td>
</tr>
<tr>
<td>Project Coordinator</td>
<td>$107.50</td>
</tr>
<tr>
<td>Environmental Planning Administrator</td>
<td>$88.50</td>
</tr>
<tr>
<td>Project Integrator</td>
<td>$105.50</td>
</tr>
<tr>
<td>Project Administration Assistant</td>
<td>$72.50</td>
</tr>
<tr>
<td>Housing Administration</td>
<td>$99.50</td>
</tr>
<tr>
<td>Housing Specialist</td>
<td>$79.50</td>
</tr>
<tr>
<td>Housing Specialist Assistant</td>
<td>$48.75</td>
</tr>
<tr>
<td>Housing Inspector</td>
<td>$69.50</td>
</tr>
<tr>
<td>Community Development Specialist</td>
<td>$67.75</td>
</tr>
<tr>
<td>IT Manager</td>
<td>$87.50</td>
</tr>
<tr>
<td>Administrative Support Specialist</td>
<td>$54.75</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$56.75</td>
</tr>
<tr>
<td>Graphic Design</td>
<td>$78.50</td>
</tr>
<tr>
<td>Professional Surveyor</td>
<td>$105.75</td>
</tr>
<tr>
<td>Crew Leader</td>
<td>$100.25</td>
</tr>
<tr>
<td>Survey Crew w/Robotics</td>
<td>$118.50</td>
</tr>
<tr>
<td>Instrument Person</td>
<td>$88.50</td>
</tr>
<tr>
<td>Sr. Project Observer</td>
<td>$69.50</td>
</tr>
<tr>
<td>Project Observer</td>
<td>$59.50</td>
</tr>
<tr>
<td>General Assistant</td>
<td>$39.50</td>
</tr>
<tr>
<td>Sr. Intern</td>
<td>$43.75</td>
</tr>
<tr>
<td>College Intern</td>
<td>$29.50</td>
</tr>
</tbody>
</table>

Mileage @ $0.44 per mile

NOTE:
- Reimbursable expenses including Irongs, stakes, lath, phone, printing, photos and miscellaneous. Subcontracts are at actual cost. No minimum charges applicable.
- These hourly rates shall be adjusted annually in February of each year through the course of the contract.
- Includes CADD equipment.
City of Piqua Additions

Independent Contractor:
The Contractor, his assigns, heirs, successors, employees and any and all subcontractors are independent contractors and are not agents and/or employees of the City of Piqua.

Assignment:
This Agreement shall not be assigned without the express written approval of the City of Piqua. Failure to secure the City's approval prior to assignment of this Agreement shall be cause for termination of this Agreement with any and all costs and damages being assessed to the Contractor.

Ownership of Property:
The Contractor agrees that at the expiration or in the event of termination of this Agreement, any memoranda, maps, drawings, working papers, reports and other similar documents produced in connection with the Agreement shall become the property of the City of Piqua.
EXHIBIT B

City of Piqua
Downtown Revitalization Grant
Request for Proposals

Per Ohio Development Services Agency (ODSA) guidelines grantees must have an open bid process to designate an outside contractor for CDBG work.

The City of Piqua received two competitive proposals.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bollinger Enterprises</td>
<td>$3,000 per completed project</td>
</tr>
<tr>
<td>2220 Wilshire Drive</td>
<td></td>
</tr>
<tr>
<td>Piqua, OH 45356</td>
<td></td>
</tr>
<tr>
<td>Poggemeyer Design Group</td>
<td>$1,780 per completed project</td>
</tr>
<tr>
<td>1168 North Main Street</td>
<td></td>
</tr>
<tr>
<td>Bowling Green, OH 43402</td>
<td></td>
</tr>
</tbody>
</table>
RESOLUTION NO. R-88-18

A RESOLUTION AUTHORIZING A PURCHASE ORDER
TO A&A SAFETY FOR THE PURCHASE OF
A PORTABLE TRAFFIC CONTROL SYSTEM

WHEREAS, the present operation of the City requires the use of a portable traffic control system; and

WHEREAS, the City of Piqua has determined that advertisement of bids would not be of any material benefit to the City pursuant to City Code Section 34.19 (E).

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 A&A Safety for the purchase of a portable traffic control system is hereby approved and the City Manager is authorized to execute a contract pursuant to contract specifications.

SEC. 2: A&A Safety is the licensed distributor and sole supplier for the only portable traffic control system approved by the State of Ohio and therefore is exempt from the bidding requirements pursuant to City Code Section 34.19 (E).

SEC. 3: 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 $40,000.

SEC. 4: 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 Dave Short ________
Commissioner Kris Lee ________
# Commission Agenda

## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>June 5, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td><strong>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO A&amp;A SAFETY FOR THE PURCHASE OF A PORTABLE TRAFFIC CONTROL SYSTEM</strong></td>
</tr>
<tr>
<td>SUBMITTED BY</td>
<td><strong>Name &amp; Title: Ed Krieger, Power System Director</strong>&lt;br&gt;<strong>Department: Power System</strong></td>
</tr>
<tr>
<td>AGENDA CLASSIFICATION</td>
<td>☑ Consent&lt;br&gt;☑ Resolution&lt;br&gt;☐ Ordinance&lt;br&gt;☐ Regular</td>
</tr>
<tr>
<td>APPROVALS/REVIEWS</td>
<td>☑ City Manager&lt;br&gt;☐ Asst. City Manager/Finance&lt;br&gt;☐ Asst. City Manager/Development&lt;br&gt;☐ Law Director&lt;br&gt;☑ Department Director&lt;br&gt;☑ Other: Energy Board</td>
</tr>
<tr>
<td>BACKGROUND</td>
<td>The Power System has been renting a portable traffic control system from A&amp;A Safety while relocating electric facilities along Troy-Sidney Road as required by the City’s Riverfront Development efforts. The Power System has a continued need for this system and A&amp;A Safety has offered a buy-out with credit for previous rental periods. The Public Works and Underground Utility departments also anticipate a future need for this equipment, thus the cost is to be shared among departments.</td>
</tr>
<tr>
<td></td>
<td>A&amp;A Safety is the licensed distributor for the only portable traffic control system approved by the State of Ohio. The Piqua Energy Board unanimously recommended that Piqua City Commission approve the purchase of a portable traffic control system from A&amp;A Safety at a not to exceed cost of $40,000 at their regular May 22, 2018 meeting.</td>
</tr>
<tr>
<td>BUDGETING AND FINANCIAL IMPACT</td>
<td><strong>Budgeted $:</strong> $40,000&lt;br&gt;<strong>Expenditure $:</strong> $40,000&lt;br&gt;<strong>Source of Funds:</strong> This cost of the system will be shared between Power, Public Works and Underground Utilities, all which will share in its use.&lt;br&gt;<strong>Narrative:</strong> The Power System has been renting this system from A&amp;A</td>
</tr>
</tbody>
</table>
| OPTIONS | 1. Approve Resolution No. R-88-18 awarding a purchase order to A&A Safety for the purchase of a portable traffic control system.  
2. Do not approve Resolution No. R-88-18 and provide staff with further direction. |
| PROJECT TIMELINE | The portable traffic control system will be available for continued use upon Piqua City Commission approval. |
| REASON FOR SELECTING CONSULTANT/COMPANY | A&A Safety is the licensed distributor for the only portable traffic control system approved by the State of Ohio. |
| STAFF RECOMMENDATION | Approve Resolution No. R-88-18 authorizing a purchase order to A&A Safety for the purchase of a portable traffic control system at a not to exceed cost of $40,000. |
| ATTACHMENTS | SQ2 Portable Traffic Control System  
A&A Safety Quote (5-30-18) |
## QUOTE

### A&A SAFETY

**1126 Ferris Road, Amelia, OH 45102**  
**4080 Industrial Lane, Beavercreek, OH 45430**  
**16000 Miles Road, Cleveland, OH 44128**

**Phone:** (513) 943-6100  
**Fax:** (513) 943-6106

**Phone:** (937) 912-9590  
**Fax:** (937) 912-9593

**Phone:** (216) 283-8040  
**Fax:** (216) 283-8041

**TO:**  
Bob Bowman  
City of Piqua  
Finance Department  
201 West Water Street  
Piqua, OH 45356  
(937) 606-0732  
b Bowman@piquaoh.org

### QUOTE DATE  VALID THRU  FOR

<table>
<thead>
<tr>
<th>QUOTE DATE</th>
<th>VALID THRU</th>
<th>FOR</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/30/2018</td>
<td>6/30/2018</td>
<td>SQ2 Buyout</td>
<td>1</td>
</tr>
</tbody>
</table>

### ITEM NO  QUANTITY  DESCRIPTION  UNIT PRICE  EXTENDED

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>EXTENDED</th>
</tr>
</thead>
</table>
| 1       | 1        | Purchase Price of SQ2 Portable Traffic Signals as of June 1, 2018. Price Includes: (4) SQ2 Carts  
- TSSQ2-2154EA, TSSQ2-2154EB,  
- TSSQ2-2154EC, TSSQ2-2154ED  
- Trailer # TR2154E  
- Microterminal # MT3342  
- (2) Stop Here on Red  
- (2) Type I Barricades  
- (4) Outriggers | 36,802.20 | 36,802.20* |

**Total Amount 36,802.20**

Buyout Price as of June 1, 2018 - Takes into consideration rent applied at 80% rate for months 2, 3 and 4. Quotation valid for 30 days.

If you have any questions please contact me via cell or email.

Thank you,

Dean Berry  
C: 513-276-0532  
Email: deanb@aasafetyinc.com

* means item is non-taxable
The SQ2 Portable Traffic Signal System has been designed for fast efficient deployment without sacrificing quality or versatility. The full matrix operating system features an integrated conflict monitor, programming storage and is actuation ready. The operating system is software based and conforms to the NEMA performance standards. Fail-safe programming is accomplished easily and features fixed time, actuated or manual modes. The SQ2 System is ideal for daily or short term traffic control applications. It provides increased work zone safety while maximizing traffic flow.

- Full matrix operating system
- Bulletproof 900 MHz radio communication option
- True green time extensions
- Manual, fixed time, & traffic actuated operation mode options
- Wireless remote operation mode option
- Work zone indication light to provide visual cues
- Fast, efficient deployment and relocation
- Fully MUTCD and NCHRP 350 compliant
**Features**
- Full Matrix On-Board Traffic Controller
- Portable and Compact
- Optional Solar Charging / Outrigger Package

**Available Options**
- Solar Charging Outrigger Package: The solar charging option extends battery life while the outrigger option provides additional stabilization.
- Traffic Actuators: Facilitates traffic actuation via motion sensor or true presence video detection.
- Pedestrian Crosswalk Signals: System can be configured with MUTCD compliant pedestrian crosswalk signal indicators.
- Remote Monitoring System Interface Module: Allows signal to operate in conjunction with a standard street corner controller.
- Back Plates: Provides an additional background around the signal head to enhance visibility.
- Flagger/Pilot Car Module: Allows flagger or pilot car driver to control signal status with built-in safeguards.
- Work Zone Light: Provides visual signal status inside a work zone.
- Transport Trailer: An enclosed trailer to transport, store and accommodate charging of SQ2 signals.

**General Specifications**
- Signal Carts per System: 4
- Signal Heads per Cart: 1
- Signal Lamp Type: 12" (30.5 cm) diameter LED
- Power Source: 12V / 2 12V batteries
- Signal Height Operating Position: 96" (244 cm)
- Signal Cart Footprint: 31 x 26.5" (79 x 65 cm)
- Trailer Weight: 420 lbs (190 kg)

General specifications for the SQ2 System are subject to change without notice to reflect improvements and upgrades. Additional information is available. Contact Horizon Signal Technologies for details.

**Distributed By:**
A&A Safety
1126 Ferris Rd.,
Amelia, Ohio 45102
Ph. (513)943-6100,
Fx. (513)943-6106
www.aasafetyinc.com

**Horizon Signal Technologies**
202 Conestoga Road
Wynoa, PA 15807
(610) 897-4975

**Regional Distribution Centers**
- Philadelphia, PA
- Chicago, IL
- Allen, TX
- Cambridge, ON
- Nationwide Local Distribution Network

www.HorizonSignal.com
RESOLUTION NO. R-89-18

A RESOLUTION AWARDING A CONTRACT
FOR REPLACEMENT RADIO COMMUNICATIONS
FOR THE POWER SYSTEM

WHEREAS, the present operation of the Power System requires the use of a radio communications system; and

WHEREAS, W S Electronics, LLC can provide a standalone radio system that will meet the needs of the Power System; and

WHEREAS, the City of Piqua has determined that advertisement of bids would not be of any material benefit to the City pursuant to City Code Section 34.19 (E).

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 W S Electronics, LLC for the installation of a standalone radio system is hereby approved and the City Manager is authorized to execute a contract pursuant to contract specifications.

SEC. 2: W S Electronics, LLC is the long-time, sole supplier for radio communication systems in Miami County and therefore is exempt from the bidding requirements pursuant to City Code Section 34.19 (E).

SEC. 3: 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 $66,000.

SEC. 4: 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 Dave Short
Commissioner Kris Lee
# Commission Agenda
## Staff Report

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>June 5, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AWARDING A CONTRACT FOR REPLACEMENT RADIO COMMUNICATIONS FOR THE POWER SYSTEM</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/Development  
☐ Department Director  
☒ Asst. City Manager/Finance  
☐ Law Director  
☐ Other: Energy Board |
| BACKGROUND         | Miami County 911 had previously informed the City of Piqua that it would no longer be supporting the existing radio communications system utilized by the Power System. Miami County had requested that the City of Piqua be off the legacy radio system by March 31, 2018 but has granted Piqua an extension to allow evaluation of alternatives and a move to an alternative radio system.  
Power System staff evaluated both the MARCS and a standalone system and concluded that a standalone system better meets the current and anticipated ongoing needs from an electric utility perspective. Open and reliable communications are vital to the safe operation of an electric utility and a standalone system meets this requirement.  
W S Electronics, LLC is the long-time, trusted supplier for communication systems in Miami County. The Piqua Energy Board unanimously recommended that Piqua City Commission award a contract to W S Electronics, LLC for a standalone radio communications system at a not to exceed cost of $66,000 at their regular May 22, 2018 meeting. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $66,000  
Expenditure $: $66,000  
Source of Funds: 401-000-190-3397 (Communications) |
<table>
<thead>
<tr>
<th><strong>Narrative:</strong></th>
<th>The Power System evaluated the MARCS radio system and a standalone radio system and determined that a standalone system was better able to meet the current and anticipated ongoing needs of the Power System.</th>
</tr>
</thead>
</table>
| **OPTIONS** | 1. Approve Resolution No. R-89-18 awarding a contract to W S Electronics, LLC for a standalone radio communications system for the Power System.  
2. Do not approve Resolution No. R-89-18 and provide staff with further direction. |
| **PROJECT TIMELINE** | The FCC license application required for a standalone radio system is expected to take 2-3 months to secure upon Piqua City Commission approval. |
| **REASON FOR SELECTING CONSULTANT/COMPANY** | W S Electronics, LLC has been the long-time supplier for communication systems in Miami County. |
| **STAFF RECOMMENDATION** | Approve Resolution No. R-89-18 awarding a contract to W S Electronics, LLC for a standalone radio system for the Power System at a not to exceed cost of $66,000. |
RESOLUTION NO. R-90-18

A RESOLUTION AWARDING A CONTRACT
FOR THE INSTALLATION OF A REPLACEMENT ROOF FOR THE
POWER SYSTEM’S #9 GAS TURBINE BUILDING

WHEREAS, the present operations of the City requires replacement of the
roof on the Power System’s #9 Gas Turbine building; 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 Phinney Industrial Roofing Inc. for the purpose
of replacing the roof on Piqua’s #9 Gas Turbine is hereby approved as the lowest,
responsible bidder 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 $200,000.

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 Dave Short
Commissioner Kris Lee
# Commission Agenda
## Staff Report

<table>
<thead>
<tr>
<th>METEING DATE</th>
<th>June 5, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AWARDING A CONTRACT FOR THE INSTALLATION OF A REPLACEMENT ROOF FOR THE POWER SYSTEM’S #9 GAS TURBINE BUILDING</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  
☐ Other: Energy Board |
| BACKGROUND         | The Power System owns and operates two combustion gas turbines, #8GT and #9GT. These units provide Piqua with a back-up power source should the transmission grid go dark. In addition, these units are utilized for shaving the City’s 1CP and 5CP transmission peaks, which provides significant savings to Piqua’s electric customers.  

In 2016, the thermal block was rebuilt on #9GT and the exhaust and intake structures were replaced. It was during the 2016 rebuild that Piqua staff identified the need to replace the existing roof and install a new segmented roof which would more efficiently facilitate maintenance activities, in addition to replacing the original 50-year-old building roof.  

The only bid received was from Phinney Industrial Roofing Inc. The Power System is requesting authorization to enter into a contract with Phinney Industrial Roofing Inc. for installation of a replacement roof for the Power System’s #9 Gas Turbine building for a not to exceed price of $200,000, which includes an approximate contingency of 10% to accommodate any potential unforeseen conditions. The Piqua Energy Board unanimously recommended that Piqua City Commission approve a contract with Phinney Industrial Roofing Inc. for the #9 gas turbine building roof replacement project at their regular May 22, 2018 meeting. |
| BUDGETING AND FINANCIAL IMPACT | Budgeted $: $215,000  
Expenditure $: $200,000 |
<table>
<thead>
<tr>
<th><strong>Source of Funds:</strong></th>
<th>Power System (401-202-513-7547)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Narrative:</strong></td>
<td>The roof replacement will be completed in the Fall of 2018, after planned improvements to Piqua’s #9 Gas Turbine in the Spring of this year.</td>
</tr>
</tbody>
</table>

| **OPTIONS** |  
|-------------|---------------------------------------------------|
| 1.          | Approve Resolution No. R-90-18 awarding a contract to Phinney Industrial Roofing Inc. for installation of a replacement roof for the Power System’s #9 gas turbine building. |
| 2.          | Do not approve Resolution No. R-90-18 and provide staff with further direction. |

<table>
<thead>
<tr>
<th><strong>PROJECT TIMELINE</strong></th>
<th>Phinney Industrial Roofing is scheduled to begin the roof replacement project in October of 2018 with completion within 90 days of start.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>REASON FOR SELECTING CONSULTANT/COMPANY</strong></th>
<th>Phinney Industrial Roofing was the only bidder which submitted a bid for this project. The reference checks completed by SSOE were very favorable.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>STAFF RECOMMENDATION</strong></th>
<th>Approve Resolution No. R-90-18 awarding a contract to Phinney Industrial Roofing Inc. for installation of a replacement roof for the Power System’s #9 Gas Turbine building at a cost not to exceed $200,000.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>ATTACHMENTS</strong></th>
<th>Gas Turbine Generator #9 Roof Replacement Project Bid Tabulation SSOE Bid Review &amp; Recommendation (4-14-18)</th>
</tr>
</thead>
</table>
City of Piqua, OH
IFB # 016-007810-00
Gas Turbine Generator #9 Roof Replacement Project
Opened 3/29/18 at 2:00 p.m.

Phinney Industrial Roofing
Columbus, OH

Roof replacement per the specifications

$ 182,000.00

Days to complete work

30
April 4, 2018

Mr. Ed Krieger  
Power System Director  
City of Piqua  
201 Hemm Avenue  
Piqua, Ohio 45356-3805

RE: Gas Turbine Generator No. 9  
Roof Replacement Project  
Bid Review and  
Recommendation  
Contract No. 016-00781-01

Dear Mr. Krieger:

On March 29, 2018 bids were received and opened for Contract No. 016-00781-01 Gas Turbine Generator No. 9 Roof Replacement Project. The scope of work for the contract consists of demolishing the existing roof and replacing it with a system of foam insulated core batten seam metal panels.

One bid was received from Phinney Industrial Roofing Inc. (Phinney). Phinney's price is $182,000.00. A copy of Phinney's bid is attached. Phinney provided a bid bond and did not take any exceptions to the plans and specifications. After the bid opening, Phinney completed and submitted the following requested forms.

- Affidavit in Compliance with Section 3517.13 of the Ohio Revised Code
- Delinquent Personal Property Taxes Affidavit of Bidder
- Non Collusion Affidavit of Bidder

SSOE contacted two (2) of Phinney's references. Both references were very favorable of Phinney's performance. The specification requires that the project be performed between September 4th and September 30th. Phinney did not take exception to this requirement.

SSOE recommends that Contract No. 016-00781-01 be awarded to Phinney for the price of $182,000.00. Attached is a Notice of Award based upon awarding the contract to Phinney. If the City agrees with SSOE's recommendation then we request that the City sign and date the attached Notice of Award and return it to SSOE. SSOE will then prepare the contract documents for signing by Phinney.

Please contact me should you have any questions or require any further information.

SSOE

Tom Fitzpatrick, PE, PMP  
Senior Project Manager

making clients successful by saving them time, trouble, and money
RESOLUTION NO. R-91-18

A RESOLUTION OF INTENT TO VACATE
PUBLIC RIGHT-OF-WAY

WHEREAS, pursuant to Piqua Charter Section 98, this Commission must adopt a resolution expressing its intention to vacate platted right-of-way located prior to such action being considered; and,

WHEREAS, a petition requesting the vacation of a portion of platted public right of way known as an alley located north of E. Main Street between Inlot 3544 and Inlot 3545, as described in Exhibit "A" attached hereto, has been filed with the Clerk of Commission;

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: This Commission hereby intends to vacate a portion of platted public right of way known as an alley located north of E. Main Street between Inlot 3544 and Inlot 3545, as described in Exhibit "A" attached hereto. The City Manager or his duly authorized representative is hereby directed to cause notice of this Resolution to be served by certified mail upon all persons whose property abuts said tract. Said notice shall state the time and place at which objections can be heard by the Planning Commission.

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: ______________________

KATHRYN B. HINDS, MAYOR

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 Kris Lee
Commissioner Dave Short
### Commission Agenda

**Staff Report**

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>May 24, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION OF INTENT TO VACATE PUBLIC RIGHT-OF-WAY</td>
</tr>
<tr>
<td>SUBMITTED BY</td>
<td>Chris Schmiesing, City Planner</td>
</tr>
<tr>
<td>Development Department</td>
<td></td>
</tr>
<tr>
<td>AGENDA CLASSIFICATION</td>
<td>☒ Resolution</td>
</tr>
<tr>
<td>☐ Consent</td>
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<tr>
<td>☐ Ordinance</td>
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<td>☐ Regular</td>
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</tr>
<tr>
<td>APPROVALS/REVIEWS</td>
<td>☐ City Manager</td>
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<tr>
<td>☐ Asst. City Manager/Finance</td>
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<tr>
<td>☐ Asst. City Manager/Development</td>
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<tr>
<td>☐ Law Director</td>
<td></td>
</tr>
<tr>
<td>☒ City Planner</td>
<td></td>
</tr>
<tr>
<td>☐ Planning Commission</td>
<td></td>
</tr>
<tr>
<td>BACKGROUND</td>
<td>The applicant desires to vacate a platted portion of an alley right of way located north of E. Main Street between Inlot 3544 and Inlot 3545. The subject right of way is not currently being used for public purposes and is occupied by a private improvement. The vacation will eliminate the existing encroachment allow for the adjoining lot lines to be replatted to better reflect the actual occupancy of the subject area.</td>
</tr>
<tr>
<td>BUDGET/FINANCIAL IMPACT</td>
<td>Budgeted $: 0</td>
</tr>
<tr>
<td>Expenditure $: 0</td>
<td></td>
</tr>
<tr>
<td>Source of Funds:</td>
<td></td>
</tr>
<tr>
<td>Narrative: Approving the resolution will forward the request to the Planning Commission for study and recommendation.</td>
<td></td>
</tr>
<tr>
<td>OPTIONS</td>
<td>1. Adopt the resolution to declare intent to vacate and forward the item to the Planning Commission for consideration.</td>
</tr>
<tr>
<td>2. Defeat the resolution and deny the request to consider the petition to vacate the subject right of way.</td>
<td></td>
</tr>
<tr>
<td>PROJECT TIMELINE</td>
<td>June 5, 2018 – City Commission – Declare Intent to Vacate</td>
</tr>
<tr>
<td>June 2018 – Planning Commission – Public Hearing</td>
<td></td>
</tr>
<tr>
<td>June/July 2018 – City Commission – Reading of Ordinance</td>
<td></td>
</tr>
<tr>
<td>STAFF RECOMMENDATION</td>
<td>Approve the proposed resolution.</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>Application petitioning to vacate the subject right of way</td>
</tr>
</tbody>
</table>
CITY OF PIQUA, OHIO

APPLICATION FOR VACATION OF PUBLIC RIGHT-OF-WAY

1. Applicant's Name: Frank Patrizio
   Phone #: 937-773-3212
   Applicant's Address: 123 Market St., Piqua, OH 45356

2. Owner's Name: Nellie White (Deceased)
   Phone #: 

3. Type of legal interest held by applicant

4. Location of Public Right-Of-Way Vacation request: E. Main Street

   Alley adjacent to Inlot 3541 + 3545
   Piqua, Ohio

5. Describe the reason for the requested Vacation of Public Right-Of-Way
   Garage has been constructed on alley over 40 years ago - (probably much longer)

6. Property owners adjacent to Right-Of-Way to be vacated.

   NAME          | ADDRESS         | SIGNATURE
   David E. Cardenas | 339 E. Main St. | D. Smith
   Nellie White    | 337 E. Main St. |            

Signature of Applicant ___________________________ Date ____________

*******************************************************************************OFFICE USE ONLY*******************************************************************************

$100.00 Fee Paid 100.00 Date Fee Paid 5-21-18
Receipt No. 190360 Res. No. ________________
RESOLUTION NO. R–92-18

A RESOLUTION AUTHORIZING A PURCHASE ORDER TO INSULATED ROOFING SYSTEMS INC. FOR THE PURCHASE OF A REPLACEMENT ROOF FOR THE WASTEWATER DEPARTMENT

WHEREAS, the Piqua Wastewater Department desires to have the roof replaced on their Operations Building;

WHEREAS, the City of Piqua provided for this roof replacement in the 2018 budget appropriations;

WHEREAS, the formal bid document was properly advertised and opened on May 24, 2018 and the bid results are 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: The City Manager is hereby authorized to enter into an agreement with Insulated Roofing Systems Inc. for the replacement of the Operations Building roof according to the bid received of $26,690;

SEC. 2: The Finance Director certifies funds are available and is hereby authorized to draw her warrants from time to time an amount from the Wastewater Fund (Fund 404) not to exceed $30,000 (this includes contingent) using the appropriate account of the city treasury in payment according to contract terms;

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 Kris Lee
Commissioner John Martin  Commissioner Dave Short
Commissioner William Vogt
<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>June 5, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO INSULATED ROOFING SYSTEMS INC. FOR THE PURCHASE OF A REPLACEMENT ROOF FOR THE WASTEWATER DEPARTMENT</td>
</tr>
<tr>
<td>SUBMITTED BY</td>
<td>Name &amp; Title: Chris Melvin, Wastewater Superintendent Department: Wastewater</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 ☐ Asst. City Manager/Development ☐ Law Director ☑ Department Director; ☐ Other:</td>
</tr>
<tr>
<td>BACKGROUND</td>
<td>In May of 2018, the Purchasing Analyst went out for roof replacement bids sending specifications to several companies. The bids were received on May 24, 2018 and the bid tabulation is shown as “Exhibit A.” There is currently significant leaking into our Operations Building. We need to have this repaired as soon as possible to reduce the risk of further damage to the interior of the building.</td>
</tr>
<tr>
<td>BUDGETING AND FINANCIAL IMPACT</td>
<td>Budgeted $: $49,000 Expenditure $: $30,000 (includes a 10% contingency) Source of Funds: Wastewater Department 404-491-930-7553 Narrative: We only received one bid, but we have used this contractor in the past and were very satisfied with their work.</td>
</tr>
<tr>
<td>OPTIONS</td>
<td>1. Approve the Resolution R-92-18 as presented 2. Do not approve the Resolution R-92-18, which in turn could cause extensive water damage inside our operations building. 3. Approve Resolution R-92-18 with changes.</td>
</tr>
<tr>
<td>PROJECT TIMELINE</td>
<td>Work will be completed in summer of 2018.</td>
</tr>
<tr>
<td>STAFF RECOMMENDATION</td>
<td>Approve the Resolution R-92-18 to allow the Wastewater Department to replace the roof on their Operations Building.</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>IFB #1820 Bid Tabulation – Exhibit A</td>
</tr>
</tbody>
</table>
City of Piqua, OH
IFB #1820 Wastewater Roof Replacement
Bid opening 5/24/18 at 2:00 p.m.

Roof replacement costs per our specifications

Operations Building

Insulated Roofing Systems
Tipp City, OH
Includes tear off

$ 26,690.00

Bid packages were also sent to:
Rich & Sons, Inc.
Hubbard Roofing, Inc.
Ohio and Indiana Roofing Co.
Nations Roof
WRI Applications LLC
Volatile Free Inc.
FC Skinner
RESOLUTION NO. R-93-18

A RESOLUTION AUTHORIZING A PURCHASE ORDER TO VALLEY FORD TRUCK, INC. FOR THE PURCHASE OF A DUMP TRUCK FOR THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Piqua Public Works Department desires to purchase a dump truck;

WHEREAS, the City of Piqua provided for the purchase of a dump truck in the 2018 budget appropriations;

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 Valley Ford Truck, Inc. for the purchase of a dump truck according to the quote received;

SEC. 2: The Finance Director certifies funds are available and is hereby authorized to draw her warrants from time to time from the Parks Fund (Fund 105) in the amount of $69,981.00 using the appropriate account of the city treasury in payment according to contract terms;

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 Kris Lee  
Commissioner John Martin      Commissioner Dave Short  
Commissioner William Vogt     

<table>
<thead>
<tr>
<th>MEETING DATE</th>
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<tbody>
<tr>
<td>REPORT TITLE</td>
<td>A RESOLUTION AUTHORIZING A PURCHASE ORDER TO VALLEY FORD TRUCK, INC. FOR THE PURCHASE OF A DUMP TRUCK FOR THE PUBLIC WORKS DEPARTMENT</td>
</tr>
<tr>
<td>SUBMITTED BY</td>
<td>Name &amp; Title: Doug Harter, Public Works Director</td>
</tr>
<tr>
<td></td>
<td>Department: Public Works Department</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>
</tr>
<tr>
<td>BACKGROUND</td>
<td>The Public Works Department would like to purchase a 2017 Ford F550 Dump Truck for the Parks Dept. We have included several options such as a snow blade and stainless steel dump body. We found out about this truck by an email blast sent to us. This truck is on their lot and ready to go. Therefore no bid was done; however, we did ask the salesperson to show us a price for the same truck but as a 2018 model so we could compare the prices. We also reached out to Paul Sherry because they also had a dump truck on their lot. Their’s was only a Ram 3500 and doesn’t have a stainless steel bed. The Ram 3500 has a tow capacity up to 12,880 and GVWR up to 11,400 whereas the Ford F550 has a tow capacity up to 19,500 and GVWR up to 18,500. This dump truck is being offered from Valley Ford as an unused, new 2017 Ford F550. We need to have this heavy duty chassis in order to hold up to the heavy use that a dump truck endures. We can also use it as needed during snow events. Purchasing this truck will save us $8,664 compared to a 2018 model of the same truck.</td>
</tr>
<tr>
<td>BUDGETING AND FINANCIAL IMPACT</td>
<td>Budgeted $: $70,000.00</td>
</tr>
<tr>
<td></td>
<td>Expenditure $: $69,981.00</td>
</tr>
<tr>
<td></td>
<td>Source of Funds: 105-015-880-8805</td>
</tr>
<tr>
<td>OPTIONS</td>
<td>1. Approve Resolution R-93-18 as presented.</td>
</tr>
<tr>
<td></td>
<td>2. Approve Resolution R-93-18 with changes.</td>
</tr>
<tr>
<td></td>
<td>3. Deny Resolution R-93-18 and offer staff an alternative.</td>
</tr>
<tr>
<td>PROJECT TIMELINE</td>
<td>Our new dump truck would be delivered within 4-6 week so we would anticipate having the dump truck before the end of July.</td>
</tr>
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<td>----------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>STAFF RECOMMENDATION</td>
<td>We support the passage of this Resolution.</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>Exhibit “A” – Quotes Received from Valley Ford on the new 2017 dump truck and on a new 2018 dump truck.</td>
</tr>
</tbody>
</table>
May 3, 2018

City of Piqua  Brian Brookhart  (937) 778-2085  bbrookhart@piquaoh.org

2017 Ford F550
6.7L V8 diesel engine
4x4
Auto transmission
4.88 Limited slip rr axle
19,500lb GVW
Power/heated trailer tow mirrors
Running boards
Plow package
Wheel well liners front

Power group
Electric Brake Controller
PTO provision
Air conditioning
AM FM radio
60' cab axle
Safety Yello exterior color
Equipment per attached - 9 PTO operated
Galion Steel dump, 18' sides/24' ends, pintle hitch

Cost.........................$56,886.00

Options:
9'2" Boss DXT V Plow..........add $6,995.00
Stainless steel dump body.....add $6,100.00

Brian, I believe the body is in stock (and the stainless body) so I’m thinking delivery will be approximately 4-6 weeks after receipt of purchase order. Not sure yet what the plow timing is but I will find out and send you an email.

Please call with any questions, I will call to follow up.

Regards,
Jenny Loveland
Government Sales Manager
May 8, 2018

City of Piqua   Brian Brookhart  (937) 778-2085  bbrookhart@piquaoh.org

2018 Ford F550
6.7L V8 diesel engine
4x4
Auto transmission
4.88 Limited slip rr axle
19,500lb GVW
Power/heated trailer tow mirrors
Running boards
Plow package
Wheel well liners front
9'2' Boss DXT V Plow
Stainless steel dump body

Power group
Electric Brake Controller
PTO provision
Air conditioning
AM FM radio
60' cab axle
Safety Yellow exterior color
Equipment per attached - 9' PTO operated
Galion Steel dump, 18' sides/24' ends, pintle hitch

2018 Model Cost..................$78,645.00

Please call with any questions, I will call to follow up.

Regards,
Jenny Loveland
Government Sales Manager