

# Canal Winchester

*Town Hall  
10 North High Street  
Canal Winchester, OH 43110*



## Meeting Agenda

March 19, 2018

6:00 PM

## Council Work Session

*Mike Walker – Chair*

*Jill Amos*

*Will Bennett*

*Bob Clark*

*Mike Coolman*

*Bruce Jarvis*

*Patrick Lynch*

**A. Call To Order****B. Roll Call****C. Also In Attendance**

*Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson, Bill Sims, Steve Smith, Shawn Starcher, Rick Brown, Joe Taylor, Sargent Cassel, Shane Spencer*

**D. Reports**

*Bill Sims –  
Steve Smith –  
Shawn Starcher –  
Rick Brown –  
Joe Taylor –  
Sargent Cassel –  
Shane Spencer –*

**E. Request for Council Action****RES-18-004**

*Public Service*

A Resolution To Approve The Trade-In Of A 2008 Ford F-250 Plow Truck  
- Request to move to full Council

**ORD-18-010**

*Construction Services*

An Ordinance To Authorize The Mayor To Enter Into A Contract With Shelly And Sands, Inc. For The Construction Of The 2018 Street Program Project And Declaring An Emergency ([Ex. A](#))  
- Request to move to full Council

**ORD-18-011**

*Construction Services*

An Ordinance To Authorize The Mayor To Enter Into A Contract With Strawser Paving Co., Inc. For The Construction Of The Gender Rd. Improvements, Phase 4, Project And Declaring An Emergency ([Ex. A](#))  
- Request to move to full Council

**ORD-18-012**

*Finance*

An Ordinance to Amend the 2018 Appropriations Ordinance 17-049, Amendment #2  
- Request to move to full Council

*Ordinance Attachments: [Appropriation Amendment #2 Memo](#)*

**F. Items for Discussion**

18-020 Bed Tax Grant Application Review

**G. Old/New Business****H. Adjournment**

**RESOLUTION NO. 18-004**

**A RESOLUTION TO APPROVE THE TRADE-IN OF A 2008 FORD F-250 PLOW TRUCK**

WHEREAS, the city owns a 2008 Ford F-250 plow truck and desires to trade in the vehicle on a new vehicle; and,

WHEREAS, Ordinance 40-11 requires Council authorization for all motor vehicle trade-ins; and,

WHEREAS, based on the recommendation of the Director of Public Service it is in the best interest of the City of Canal Winchester to trade-in the Ford F-250 plow truck.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the trade-in of the 2008 Ford F-250 plow truck is hereby authorized.

Section 2. That this resolution shall take effect and be in full force from and after the earliest period allowed by law.

DATE PASSED \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
MAYOR

DATE APPROVED \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
LEGAL COUNSEL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

\_\_\_\_\_  
Finance Director/Clerk of Council

**ORDINANCE NO. 18-010**

**AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT WITH SHELLY AND SANDS, INC. FOR THE CONSTRUCTION OF THE 2018 STREET PROGRAM PROJECT AND DECLARING AN EMERGENCY**

WHEREAS, it is the recommendation of the Municipal Engineer and the Construction Services Administrator to award the contract for the 2018 Street Program Project to Shelly and Sands, Inc.; and

WHEREAS, Council hereby finds and determines that it is in the best interest of the City of Canal Winchester to enter into a contract with Shelly and Sands, Inc. for the 2018 Street Program Project;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the Mayor be and hereby is, authorized to enter into a contract on behalf of the City of Canal Winchester with Shelly and Sands, Inc. in the amount of \$569,922.25 for the 2018 Street Program Project.

Section 2. That this ordinance is hereby declared to be an emergency measure, necessary for the preservation of public health, safety, and welfare, such an emergency arising from the need to meet a specific construction schedule; wherefore this ordinance shall take effect and be in force from and after its passage.

DATE PASSED \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
MAYOR

DATE APPROVED \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
LEGAL COUNSEL

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\_\_\_\_\_  
Finance Director/Clerk of Council



ORD-18-010  
Exhibit A

March 5<sup>th</sup>, 2018

Mr. Bill Sims  
Construction Services Administrator  
City of Canal Winchester  
36 S. High Street  
Canal Winchester, OH 43110

**Subject:** 2018 Street Program  
Summary of Bids received

Dear Mr. Sims,

We have completed a review of the bids received on March 2<sup>nd</sup>, 2018, for the above referenced project. I am providing herewith, a "Summary of Bids" received and a Bid Tabulation. A review and tabulation of the bids received reveals the lowest bidder to be Shelly and Sands, Inc. with a base bid of \$569,922.25.

The attachments illustrate all bids received with more detail.

We have completed a review of the bids received for the above referenced project. As a basis for determining the successful bid, consideration was given to the contractor who could demonstrate a permanent place of business, possession of suitable equipment to complete the work, experience, positive performance on similar projects, and the lowest bid. Based on these criteria, Shelly and Sands, inc. is found to be the lowest and best bidder.

It is therefore recommended that the contract be awarded to Shelly and Sands, Inc. for the work described in the contract documents.

The City is advised to conduct a legal review of the bid from the chosen contractor and to ensure that they adequately complete all forms prior to execution of the contract.

Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

A handwritten signature in blue ink, appearing to read 'Shane J. Spencer'.

Shane J. Spencer, P.E.

Enclosures: 2

Copies:

Matt Peoples, Director of Public Works, City of Canal Winchester

**SUMMARY OF BIDS RECEIVED**

**2018 STREET PROGRAM  
Bid Opening: March 2<sup>nd</sup>, 2018**

<u>Contractor</u>	<u>Bidders Total</u>
Shelly and Sands, Inc.	\$569,922.25
Columbus Asphalt Paving, Inc.	\$582,457.50
Decker Construction Company	\$587,132.79
Strawser Paving, Inc.	\$588,972.35
The Shelly Company	\$658,698.35
Engineer's Estimate	\$659,000.00

**ORDINANCE NO. 18-011**

**AN ORDINANCE TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT WITH STRAWSER PAVING CO., INC. FOR THE CONSTRUCTION OF THE GENDER RD. IMPROVEMENTS, PHASE 4, PROJECT AND DECLARING AN EMERGENCY**

WHEREAS, it is the recommendation of the Municipal Engineer and the Construction Services Administrator to award the contract for the Gender Rd. Improvements, Phase 4, Project to Strawser Paving Co., Inc.; and

WHEREAS, Council hereby finds and determines that it is in the best interest of the City of Canal Winchester to enter into a contract with Strawser Paving Co., Inc. for the Gender Rd. Improvements, Phase 4, Project;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, STATE OF OHIO:

Section 1. That the Mayor be and hereby is, authorized to enter into a contract on behalf of the City of Canal Winchester with Strawser Paving Co., Inc. in the amount of \$2,271,731.56 for the Gender Rd. Improvements, Phase 4, Project.

Section 2. That this ordinance is hereby declared to be an emergency measure, necessary for the preservation of public health, safety, and welfare, such an emergency arising from the need to meet a specific construction schedule; wherefore this ordinance shall take effect and be in force from and after its passage.

DATE PASSED \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
MAYOR

DATE APPROVED \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
LEGAL COUNSEL

I hereby certify that the ordinance as set forth above was published for a period of not less than fifteen days after passage by the Council, by posting a copy thereof in not less than three (3) public places in the municipal corporation, as determined by Council and as set forth in the Canal Winchester Charter.

\_\_\_\_\_  
Finance Director/Clerk of Council





Engineers, Surveyors, Planners, Scientists

ORD-18-011  
Exhibit A

March 9, 2018

Ms. Amanda Jackson, Finance Director  
City of Canal Winchester  
36 S. High Street  
Canal Winchester, OH 43110

**Subject:** Gender Road – Phase 4  
Summary of Bids received

Dear Amanda,

We have completed a review of the bids received on March 2, 2018 for the above referenced project. I am providing herewith, a Summary of Bids received, a Bid Tabulation, and a Legal Document Checklist.

A review of the bids received reveals the lowest and best bidder as follows: Strawser Paving Company of Columbus, Ohio, with a total bid of \$2,271,731.56.

The attachments illustrate all bids received with more detail.

We have completed a review of the bids received for the above referenced project. As a basis for determining the successful bid, consideration was given to the contractor who could demonstrate a permanent place of business, possession of suitable equipment to complete the work, experience, positive performance on similar projects, and the lowest bid. Based on these criteria, and on a review of the qualifications information as submitted, the Strawser Paving Company is the lowest qualified bidder. The Strawser Paving Company appears qualified to perform the work.

Some minor math errors were noted in the various bid documents that do not alter the order of bid values received. These are noted in the bid tabulation and summary.

The City is advised to conduct a legal review of the bid from the chosen contractor and to ensure that they adequately completed all forms prior to execution of the contract.

We will return the original bid documents to the City for your records and for preparation of conformed copies.

Please do not hesitate to contact me if you should have any additional questions.

Sincerely,

EVANS, MECHWART, HAMBLETON & TILTON, INC.

A handwritten signature in blue ink that reads "Michael R. Brehm". The signature is fluid and cursive, with the first name "Michael" and last name "Brehm" being clearly legible.

Michael Brehm, P.E.

Senior Project Manager/Associate

Enclosures: 3

Copies: Bill Sims, Construction Services Administrator, City of Canal Winchester  
Matt Peoples, Director of Public Service, City of Canal Winchester  
Shane Spencer, EMH&T

**SUMMARY OF BIDS RECEIVED**  
**(All totals are "as corrected")**  
**Gender Road Improvement - Phase 4**  
**Bid Opening: March 2, 2018**

<u>Contractor</u> (Listed in the Order Received)	<u>Base Bid</u>
Complete General Construction 1221 E. Fifth Avenue Columbus, OH 43219	\$2,426,619.79
Danbert Construction Corp. 8077 Memorial Dr. Plain City, OH 43064	*\$2,501,403.70
Shelly and Sands 1515 Harmon Avenue Columbus, OH 43223	\$2,589,523.99
Strawser Paving Company 1595 Frank Road Columbus, OH 43223	*\$2,271,731.56

**\* Denotes corrected as noted below.**

Summary of discrepancies within bids received: - See Bid Tabulation for detail

**1. Danbert Construction Corp.**

- a. A minor math error was corrected resulting in a \$0.01 change to the total bid amount. See bid tabulation for details.

**2. Strawser Paving Company**

- a. Multiple math errors were corrected. Corrected math errors did not change the order of bids. See bid tabulation for details.

All math errors were corrected in bid tabulation and shown in ***bold italics***.

**ORDINANCE NO. 18-012**

**AN ORDINANCE TO AMEND THE 2018 APPROPRIATIONS ORDINANCE 17-049, AMENDMENT #2**

WHEREAS, the City Council desires to proceed with activities of the City which require changes in the appropriations to accommodate those activities;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL WINCHESTER, OHIO:

Section 1: That the 2018 Annual Appropriations Ordinance be amended by appropriating from the unappropriated monies of the Bed Tax Fund \$590,000.00 to the following functions; and

<b>Department</b>	<b>Function</b>	<b>Amount</b>
Administration	Transfers/Advances	\$ 450,000.00
Construction Services	Operating Expenses	\$ 140,000.00

Section 2: That the 2018 Annual Appropriations Ordinance be amended by appropriating from the unappropriated monies of the Gender Road TIF Fund \$104,000.00 to the Operating Expenses function; and

Section 3: That the 2018 Annual Appropriations Ordinance be amended by appropriating from the unappropriated monies of the Issue 2/CDBG Grants Fund \$250,000.00 to the Capital Outlay function; and

Section 4: That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

DATE PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

DATE APPROVED \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
LEGAL COUNSEL

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\_\_\_\_\_  
Finance Director/Clerk of Council



To: Members of City Council

From: Amanda Jackson, Finance Director

Date: March 15, 2018

RE: Appropriation Amendment #2

## MEMORANDUM

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Appropriation Amendment #2 for the 2018 Appropriations serves to accomplish the following:

General Fund – Appropriate \$590,000 from the fund balance of \$7,222,382.61 (as of 3/15/18)

- \$450,000 in transfers out to be disbursed between the Issue 2 (OPWC) Fund and the Storm Water Fund
  - o \$250,000 for the Gender Rd Phase IV project to cover portions of the project that are not eligible for OPWC funding. Specifically this will be for the railroad crossing and bike path extension beyond the project boundaries.
    - Per an agreement with the railroad, the City will be reimbursed for 50% of the project costs. The reimbursement is estimated to be \$88,498.
    - The City will receive \$200,000 from Franklin County from Permissive Taxes collected by the County on our behalf. This was authorized by Council on February 5, 2018 with Resolution 18-002.
- \$120,800 for the Construction Services Department for private site development inspection costs. These fees have been paid to the city by the developers and are being reappropriated to allow for payment of the City's inspection contractors.
- \$19,200 for the Construction Services Department to cover funds used for the OHM design services contract currently underway.

Gender Road TIF Fund – Appropriate \$104,000 from the fund balance of \$125,885.53 (as of 3/15/18) to pay the Tax Increment Financing Agreement with Propero Canal Winchester, LLC for public water and pedestrian improvements made during the construction of the Macintosh facility on Gender Rd. The agreement was approved by Council on December 18, 2017 with Ordinance 17-040.

Issue 2/CDBG Grants Fund – Appropriate \$250,000 from the funds transferred from the General Fund as described above. See General Fund for information on the use of these funds.

Please let me know if you have any questions.