

## **RESOLUTION NO. 082-17**

### **A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AUTHORIZING A DEPARTMENT DIRECTOR TO TAKE BIDS ON CERTAIN PROJECTS, SERVICES, EQUIPMENT, MATERIALS, OR SUPPLIES WITHOUT THE REQUIREMENT FOR ADDITIONAL LEGISLATION TO DO SO IN THE YEAR 2018; AND DECLARING AN EMERGENCY**

**WHEREAS**, each year from time to time, a Department Director (City Manager, City Finance Director, or City Law Director) is required to come to Council for authority to take bids for certain projects, services, or the purchase or lease of equipment, materials or supplies used in the City operations; and,

**WHEREAS**, in order to provide a more feasible, economical, and expedited method of bidding procedures, it is deemed necessary to give to the above mentioned Department Directors authority to bid such projects, services, equipment, materials, or supplies without the necessity of continued legislation; **Now Therefore**,

#### **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, the City Manager, City Finance Director, and City Law Director, for their respective departments, subject to Council's approval as to the specifications, plans, agreements, and other related bid documents when applicable, are hereby authorized to advertise and receive bids or take proposals as applicable for the projects, services, equipment, materials, or supplies that are anticipated to be in excess of twenty five thousand dollars (\$25,000.00) as listed in attached Exhibit "A", (such exhibit being incorporated into this Resolution by attachment and made a part hereof), without the necessity of further legislation in the year 2018; further, Council finds that the expenditure of funds in excess of \$25,000.00 for each project, service, equipment, material, or supply listed in said Exhibit "A", is necessary and authorized, subject to an approved motion of Council permitting the respective Department Director to make award. If a contract for said project, service, equipment, material, or supply is awarded to a successful bidder (lowest and best) as a result of a competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awardee subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director. In the case of a non-competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awarded subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director

Section 2. That, Council reserves the right, by motion of Council, to approve for award, direct no award, reject all or some bids, or rebid, when deemed in the best interest of the City as it relates to the projects identified in Section 1 of this Resolution; moreover, Council may waive any informalities in the bidding process.



Section 3. That, Chapters 105 and 106 of the Codified Ordinances of Napoleon, Ohio, shall continue to be applicable to any projects, services, equipment, materials, or supplies listed in attached Exhibit "A"; moreover, nothing in this Resolution shall be construed as limiting the Department Directors in making purchases or contracting for services in any manner as provided for in said Chapters, statutory law or as otherwise provided by Council. When competitive bidding is required for any project, service, equipment, material or supply as a matter of law, it shall be utilized unless otherwise eliminated by act of Council. When quality based selection is required for any project listed in Exhibit "A" for architectural, engineering, or construction management services as a matter of law, then the quality based selection process shall be utilized unless otherwise eliminated by act of Council. Also, Council hereby finds that the expenditure of funds in excess of \$25,000.00 for each architectural, engineering, or construction management service as found in Exhibit "A" is necessary and approved as a proper public expenditure of funds, subject to approved motion of Council permitting the Department Director to make the award. Finally, the combining of projects, or the contracting or purchase of services, equipment, materials, or supplies is permitted of any project or item listed in Exhibit "A" without necessity of further authorization by Council.

Section 4. That, a Department Director is authorized to use this Resolution for authority for said bids and/or purchases as contained in this Resolution.

Section 5. That, any item listed in attached Exhibit "A" may be leased in lieu of purchasing when deemed appropriate by the respective Department Director.

Section 6. That, all leases, purchases and contracts for projects, services, equipment, materials, or supplies is subject to appropriation and certification of funds.

Section 7. That, any trade-ins shall be controlled by §107.05(c) of the Codified Ordinances of Napoleon, Ohio, as may be amended from time to time.

Section 8. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including §121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

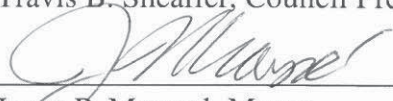
Section 9. That, if any other prior resolution or ordinance is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 10. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow the timely purchase of materials, supplies, equipment or services essential to provide public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: December 18, 2017

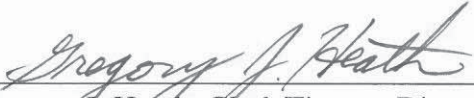
  
Travis B. Sheaffer, Council President

Approved: December 18, 2017

  
Jason P. Maassel, Mayor

VOTE ON PASSAGE 6 Yea 0 Nay 0 Abstain

Attest:

  
Gregory J. Heath, Clerk/Finance Director

*I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 082-17 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
Gregory J. Heath, Clerk/Finance Director



DEPARTMENT/CATEGORY/ITEM DESCRIPTION
<b><u>1300 CITY MANAGER/ADMINISTRATION</u></b>
Facilities management system
<b><u>1800 MUNICIPAL COURT/JUDICIAL</u></b>
Security cameras and hearing impaired equipment
<b><u>1600 MIS</u></b>
New telephone system (all departments)
Copy machines (various departments)
New door system
<b><u>1700 ENGINEERING/CITY ENGINEER</u></b>
GIS software
Surveying services
<b><u>2100 POLICE/SAFETY SERVICES</u></b>
Patrol car – replacement of one (1) vehicle
<b><u>2200 FIRE/SAFETY SERVICES</u></b>
None
<b><u>4400 RECREATION/PARKS AND PROGRAMS</u></b>
New playground equipment
<b><u>5100 SERVICES/STREETS SCM&amp;R</u></b>
Roadside mowing (contracted)
Ice and snow removal (salt contracts)
Tree trimming and stump removal (contracted)
Street loader
<b><u>- ROAD &amp; STREET IMPROVEMENT PROGRAMS</u></b>
Street striping and misc. painting (contracted)
Milling and resurfacing local streets (annual)
Materials – crack sealing, stone and other
Annual concrete grinding
Spray patching and street materials – yearly program
Downtown Resurfacing Project – Phase II
GIS setup
City parking lot repaving
Industrial Drive improvements
Scott Street traffic study
Scott Street soil borings
Park Street Improvement Project – Phase II
<b><u>6110 ELECTRIC/OPERATIONS DIST.</u></b>
Bucket truck
Wood poles

<b><u>5130 SERVICES/BUILDING MAINTENANCE &amp; PROPERTY</u></b>
Service truck
Reel trailer
- <b><u>STREET LIGHTING IMPROVEMENT PROGRAM</u></b>
Street lighting improvements
- <b><u>ELECTRIC FEEDER LINE IMPROVEMENTS</u></b>
Electrical underground upgrades and maintenance
Electrical overhead upgrades and maintenance
- <b><u>TRANSFORMER REPLACEMENT &amp; DISPOSAL PROGRAMS</u></b>
Transformer replacement and disposal (inventory)
- <b><u>ELECTRICAL IMPROVEMENTS &amp; UPGRADES</u></b>
New system growth and updates
<b><u>6200 WATER TREATMENT PLANT OPERATIONS</u></b>
Outside services clean sludge lagoons (contracted)
TOC analyzer for Water Plant
Chemicals (Water Treatment Plant)
Chemicals (Miex resin and salt)
Hanger for Perry St. Bridge
Service truck
<b><u>6210 WATER DISTRIBUTION SYSTEM</u></b>
Leak detention and repair program
Valve asset and water loss program
Water supplies (yokes, stops, saddles, valve, etc.)
Service truck
<b><u>6300 SEWER/WASTEWATER TREATMENT PLANT</u></b>
Digester cleaning and inspection
Various sanitary sewer emergency repairs (contracted)
Sanitary sewer cleaning program (contracted)
Long Term Control Plan updates (contracted)
Storm sewer improvements
Chemicals (Wastewater Treatment Plant)
Sanitary lateral repairs in City ROW
Park Street Improvements – Phase II
Williams Pumping Station replacement
SCADA program replacement
<b><u>6400, 6410, 6411, 6420 SANITATION/COLLECTION &amp; DISPOSAL</u></b>
Landfill services (contracted)
Yard waste grinding (contracted)
Recycling services (contracted)

Resolution No. 082-17 Exhibit A

Chemicals for mosquito control