

PUBLIC UTILITIES COMMITTEE

MARCH 28, 2018

The meeting was called to order at 6:01 p.m. by Chairman Jonathan Smith. Committee members present were Haraz N. Ghanbari, Jonathan Smith, and Barry VanHoozen. Also present were Bridgette Kabat, City Administrator, and Alice Godsey, Director of Public Utilities.

REQUEST PERMISSION TO PURCHASE SEWER CAMERA AND TRUCK FROM STATE BID

Ms. Godsey requested approval to purchase a sewer camera and truck from Best Equipment through the State bid for \$155,025.06. The current camera is over ten years old and the vehicle is a recycled ambulance from the Fire Division. She requested that the ordinance be approved as an emergency because the quote expires in thirty days. Mr. VanHoozen asked if we are getting rid of the old camera and vehicle. Ms. Godsey said they are going to sell them, but she doesn't know how much of a market value there is. The Committee agreed 3-0 to recommend approval of the purchase.

REQUEST APPROVAL OF SANITARY SEWER INFRASTRUCTURE COST RECOVERY (SICR) REVISION

Ms. Godsey said that the update for the Sanitary Sewer Infrastructure Cost Recovery Plan was prepared by Arcadis, and the last update was approved in December of 2015. She explained that the update includes an adjustment to the fees based on inflation, and the maps have been updated to include areas that have been developed since the last update. Mr. Smith asked at what point developers are charged the increased fees. Ms. Godsey said that they are charged whatever fees are in effect at the time permits are purchased. Mr. VanHoozen clarified that there has been no change in how we handle when the fees go into effect. Ms. Godsey said that this is how we have done it in the past. Mr. VanHoozen said that he is aware of a developer waiting for this update to be approved so he can be reimbursed for oversizing of some sanitary sewer lines. Mr. Smith and Mr. VanHoozen said that they were comfortable moving forward with approval of the revision based on historical knowledge of the plan. Mr. Ghanbari said that he would like more time to review it. The Committee agreed 2-0 to recommend approval of the revision, Mr. Ghanbari abstained.

REQUEST PERMISSION TO AWARD CONTRACT FOR COLD STORAGE BUILDING

Ms. Godsey reported that bids were opened on February 28 for construction of the cold storage building at the Department of Public Utilities. There were five bids and they ranged from \$302,300 to \$482,850. Ms. Godsey said that they are requesting that permission be granted to award the bid to the low bidder, Midwest Contracting, and that bid alternate #7 also be awarded. This alternate is \$10,900 for a concrete apron and will bring the total cost to \$313,200. The cost of construction will be split between the water and sewer capital funds. Ms. Godsey said that they are requesting that this be passed as

an emergency based on the sixty day period in which bids must be validated. Mr. Smith asked why they are requesting the concrete apron. Ms. Kabat explained that sometimes with heavy trucks on asphalt it can cause it to twist. Mr. Ghanbari said that this seems pricy for an enclosed shell. He asked how many vehicles would be stored in the garage. Ms. Kabat said that she will get City Council a list of the equipment that will be stored in the garage. Mr. Ghanbari asked what materials will be used; Ms. Kabat said that the first few courses will be block and then siding above that. Mr. Smith said that the low bidder was much lower than the other bids, and he wondered if we have any concerns about that. Ms. Godsey said that the architect interviewed the contractor and he is satisfied that there should be no problems. Mr. VanHoozen said that the City has to follow our own rules and this is driving up the cost of the building. The Committee agreed 3-0 to recommend approval of awarding the contract for the cold storage building to Midwest Contracting.

APPROVE EXTENSION OF CONSTRUCTION PHASE ENGINEERING SERVICES – SANITARY SEWER REHAB PROJECT

Ms. Godsey requested approval to augment the construction engineering services contract with Jones and Henry for the sanitary sewer rehab project. She said that the project is taking longer than expected because of the weather, structural inefficiencies encountered, and the number of point repairs required. She requested an additional \$19,100 be added to the contract. She said the ordinance does not need to be an emergency because we have sufficient funds to cover the next thirty days. Mr. Smith asked if we are anticipating that this will cover the rest of the project. Ms. Godsey said that she is hoping it does. Mr. Ghanbari clarified that the reasons for the delays are outside of Jones and Henry's control. Ms. Godsey said that yes, they are outside of the engineers' control. Mr. Ghanbari asked if we factor in contingencies when we bid these out. Ms. Godsey said that engineering fees are not bid, they give us a proposal based on their best estimate. The Committee agreed 3-0 to recommend approval of the contract extension with Jones and Henry.

RFQ/RFP FOR CONSTRUCTION PHASE ENGINEERING SERVICE – PINE/MULBERRY WATER LINE REPLACEMENT PROJECT

Ms. Godsey requested permission to solicit RFQ's for engineering services for the Pine/Mulberry waterline replacement project. She said that they anticipate bidding sometime this summer. The estimated cost of the construction phase engineering services is \$85,000. This project consists of the replacement of 4" cast iron water lines with 8" PVC near Frank School and includes valves, taps, and hydrants. The goal is to increase pressure and reduce breaks. Ms. Godsey said that we have been approved for \$175,000 in grant funds from the Ohio Public Works Commission and those funds will be released July 1. Mr. Smith asked if there is any issue with chemicals in the water with the PVC. Ms. Godsey said there is not. Mr. VanHoozen asked why this particular area was chosen. Ms. Godsey said that they have a plan to replace the aging, undersized lines in

the old section of town over the next eight to twelve years. The Committee agreed 3-0 to recommend approval of this request.

RFP FOR BILLING SOFTWARE

Ms. Godsey stated that the utility billing software is from 1995 and they had intended on getting the next generation upgrade from their current software provider, but that has not happened. She said that there is \$100,000 budgeted in the water and sewer operating funds for new software and they would like permission to solicit RFP's. Mr. Smith asked if we paid for an upgrade that did not happen. Ms. Kabat said that we did not pay for it, the funds were just encumbered. Mr. Ghanbari asked about updates and support. Ms. Kabat said that it will depend on the vendor and we will have annual maintenance fees which should include updates. Mr. Ghanbari asked if there has been any discussion regarding joint billing with other entities. Ms. Kabat said that we currently bill some of the Northwestern Water and Sewer District customers, and they bill some of ours. Mr. Ghanbari asked if we could seek funds from the district to help cover the costs of the software. Ms. Kabat said that we could discuss it with them. The Committee agreed 3-0 to recommend approval to solicit RFP's.

TOLEDO AREA WATER AUTHORITY (TAWA) MOU

Ms. Kabat said that the facilitator came out with version 14 of the MOU which does not replace version 13, it removes Toledo for now. She said that the Administration is working on a spreadsheet of options, with pros and cons, and what the cost might be. There was a brief discussion regarding the MOU and the ballot language for Toledo voters. Ms. Kabat said that the group meets again in a couple of weeks and an update on Toledo will be provided. She said that they are hoping that the group can agree to take care of some of the items that need to be done, like a cost of service study, while we wait for the vote in Toledo.

OTHER BUSINESS

There was discussion regarding the Fort Meigs Road ditch. Mr. Ghanbari asked if there were any updates. Ms. Godsey said that she asked the Wood County Engineer about the standard of working downstream to upstream. They said that you establish a downstream elevation moving downstream to upstream, and if you moved upstream to downstream, you could end up with a hill. Mr. Ghanbari asked when City crews might be able to remove the debris from the ditch to see if that improves the flow. Ms. Kabat said that in her update to City Council earlier in the day, she said that over the next several weeks utility crews will be removing fallen trees and large branches from creeks and drainage ditches. Mr. Smith asked if the original purchase order for ditch cleaning was pulled. Ms. Kabat said that it is on hold. Mr. Smith said that nothing can be done until October, and Ms. Kabat said that no trees can come down from March to October and a few trees may need to come down to straighten it out. Becky Williams was present and raised concerns regarding the timeline of the ditch cleaning. Mr. Ghanbari voiced concern that this needs to be done properly to ensure that the city is not wasting taxpayer dollars.

There being no further business, the meeting adjourned at 7:19 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Public Utilities Committee

Next meeting: Wednesday, April 25, 2018 at 6:00 p.m.