



TO: Members of Council
Thomas R Kneeland, Mayor
Shane Ewald, City Attorney

FROM: Robert Priestas, Director of Public Service and Engineering

DATE: November 2, 2018

RE: Report to Council, November 13, 2018

ACTION ITEM #1: BUILDING PERSONAL SERVICES CONTRACT RENEWALS

To maintain certification by the State of Ohio Board of Building Standards, the City of Gahanna Building Department is required to have in its employ or under contract, alternate personnel to serve in the event of a conflict of interest or the unavailability of the building official, plans examiner or inspector. Therefore, the Department requests City Council pass ordinances to authorize the Mayor to enter into the following agreements which are attached for your review.

- A personal services contract with Toole & Associates for back-up Ohio Certified Residential Building Official, back-up Residential Plans Examiner, back-up Residential Building Inspector, back-up Ohio Certified Building Official, back-up Ohio Certified Plans Examiner, and back-up Ohio Certified Building Inspector services.
- A personal services contract with Meacham & Apel Architects, Inc., dba M+A Architects, for back-up Ohio Certified Residential Building Official, back-up Ohio Certified Building Official, and back-up Ohio Certified Plans Examiner services.
- A personal services contract with Feinknopf Macioce Schappa Architects, Inc., for back-up Ohio Certified Residential Building Official, back-up Ohio Certified Building Official, and back-up Ohio Certified Plans Examiner services.

We are respectfully requesting an ordinance to allow the mayor to enter into contract with Toole and Associates, Meacham and Apel Architects, Inc., and Feinknopf Macioce Schappa Architects, Inc., for Personal Services. (Personal Services Contracts and RCA's attached.)

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Toole & Associates; Meacham & Apel Architects; Feinknopf Macioce Schappa Architects

Vendor Address: see attached Contracts for addresses

Already Appropriated (Amounts & Accounts): n/a

Supplemental/Transfer (Amounts & Accounts): n/a



ACTION ITEM #2: ANNUAL CODE UPDATES/REVISIONS

Every year the Department reviews code and fee schedules for necessary updates and revisions to ensure it stays current and applicable. The code changes requested for this year are routine changes and minor in nature. In addition to the code changes, the building and Zoning Fee Schedule has been updated to provide clarity, and increase our Zoning Fee's to be more consistent with other central Ohio Communities. Please refer to the attached outline for all of the proposed code changes and revisions proposed to update code, and the Building and Zoning Fee Schedule. To make these updates and revisions, the Department requests City Council pass ordinances to authorize the proposed code changes and fee schedule updates which are attached for your review.

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: n/a

Vendor Address: n/a

Already Appropriated (Amounts & Accounts): n/a

Supplemental/Transfer (Amounts & Accounts): n/a

ACTION ITEM #3: 2019 HEALTH SERVICES CONTRACT (FRANKLIN COUNTY PUBLIC HEALTH)

Franklin County Public Health performs health services for the City of Gahanna. Some of the services provided include inspections of sanitary systems, food establishments, hotels, public swimming pools and spas. Additionally, the health department enforces housing sanitation and performs radon testing.

The annual amount of the 2019 program reflects a 4% increase bringing the total to \$307,445.88 (\$8.61 [per capita] X 35,708 [population] = \$307,445.88).

We are respectfully requesting legislation authorizing the Mayor to enter into contract with Franklin County Public Health for 2019 health services (contract attached).

Legislation Needed: Ordinance

Emergency/Waiver: None

Vendor Name: Franklin County Public Health

Vendor Address: 280 E Broad St, Columbus, OH 43215

Already Appropriated (Amounts & Accounts): sufficient funds will be requested in the 2019 appropriations

Supplemental/Transfer (Amounts & Accounts): none

ACTION ITEM #4: STREETLIGHT MAINTENANCE – AWARD CONTRACT

On October 26, 2018, bids for the streetlight maintenance contract were opened and reviewed. The lowest and best bidder is Jess Howard Electric. The contract term is for one (1) year, commencing January 1, 2019 and ending December 31, 2019 with the provision for four (4) separate renewals of one (1) year each. Electrician's labor creates the greatest expense with streetlight maintenance. Jess Howard Electric's price for electrician's labor was the lowest of all the bids received. In addition, Jess Howard Electric has maintained our streetlights for a number of years and thoroughly knows our streetlight network system.



We are respectfully requesting legislation authorizing the Mayor to enter into contract with Jess Howard Electric per the unit prices submitted in the bid. There will be sufficient funds in the 2019 appropriations to cover this contract. So that this contract can be in effect on January 1, 2019, we are respectfully asking that this legislation have waiver of second reading.

Legislation Needed: Ordinance

Emergency/Waiver: Waiver

Vendor Name: Jess Howard Electric

Vendor Address: 6630 Taylor Rd, Blacklick, OH 43004

Already Appropriated (Amounts & Accounts): sufficient funds will be requested in the 2019 appropriations

Supplemental/Transfer (Amounts & Accounts): none

UPDATE

City of Gahanna Receives Sustainable 2050 Community Recognition– This City of Gahanna is participating in the Sustainable 2050 Program. The program is a voluntary program that is in collaboration with the Mid-Ohio Regional Planning Commission (MORPC) that creates a framework for the City of Gahanna to achieve our sustainability goals related to energy conservation, protecting natural resources, increasing economic opportunity, creating sustainable neighborhoods, and promoting collaboration. Our office is committed to providing a sustainable and transparent organization, and as a result of our efforts, we were recognized by MORPC as a Silver Status Community for our efforts in satisfying the requirements of the Sustainable 2050 Program.