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**TO:** Thomas R. Kneeland  
Members of Council  
City Attorney

**FROM:** Dottie A. Franey  
Director of Public Service and Engineering

**DATE:** April 29, 2016

**SUBJECT:** Report to Council, May 9, 2016

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#### **ACTION ITEMS FROM THE CITY ENGINEER**

**ACTION ITEM #1 – Assessment 297 West Johnstown Road:** On May 2, 2016, City Council passed Statutory Resolution SR-0001-2016 determining the necessity and intent for the assessment of sanitary sewer fees for 297 West Johnstown Road. The next step in this process is to pass legislation to proceed with the assessment process.

The last remaining piece of legislation is an ordinance authorizing the City to actually levy the assessments. After this final piece of legislation is passed, the Council office will publish the resulting ordinance for one week, notification letters will be sent to the property owners, and the assessments will be filed with Franklin County.

We are respectfully requesting that Council adopt an Ordinance to proceed with the assessment process for certain real estate at 297 Johnstown Road for Sanitary Services. (Memo of assessment amounts and RCA attached.)

**ACTION ITEM #2 – Claycraft Generator Booster Station, ST-1036:** The bid opening for the Claycraft Generator Booster Station project took place on Friday, April 29. This project will provide support to the Claycraft Rd. Booster Station (see RES-0005-2015 and MR-0003-2016). Jess Howard Electric was the lowest responsive and responsible bidder at \$201,640.50 and was under the Engineer's Estimate of (\$227,983.00). We are requesting a 10% contingency in order to cover any unforeseen construction costs which would bring the total amount to \$221,805.00.

We are respectfully requesting an ordinance to enter into contract with Jess Howard Electric. Funds for this project were previously encumbered from 2015 Appropriations. (Contract, Bid Summary and RCA attached).

**ACTION ITEMS FROM THE DIRECTOR OF PUBLIC SERVICE**

**ACTION ITEM #1 – Elevator Maintenance Service Agreement:** ThyssenKrupp Elevator Corporation currently performs routine maintenance and quarterly inspections on all three city-owned elevators (City Hall, Police Station and Creekside Parking Garage). The service agreement is expiring this year. ThyssenKrupp has proposed another five year agreement. The new cost for these services will be \$150/month for the first year with a 2% cap on any increases in the remaining four years. This is only a \$5/month increase from the previous 5 year service agreement.

We are respectfully requesting legislation authorizing the Mayor to enter into a service agreement with ThyssenKrupp Elevator Corporation for maintenance of the three city-owned elevators. No supplemental appropriation is necessary as there is sufficient funding in the 2016 appropriations. This contract has been reviewed by Gahanna’s City Attorney. (Service Agreement and RCAs attached.)

**ACTION ITEM #2 – Transfer for Salt Purchase:** As you are all aware, the City bids road salt as part of a consortium through ODOT. ODOT feels strongly that the best way to receive the lowest price is to give salt companies some guarantee of the amount of salt that they will sell if they are the successful bidder. That philosophy also clearly shows the salt companies the quantity of salt for which they will be legally required to produce if they are the successful bidder. What this means is that, at the time of bid, each municipality submits the quantity of salt that they anticipate purchasing. Each municipality is then required to purchase 90% of the amount they stated at the time of bid.

For the last winter season’s bid, Gahanna said that we might purchase up to 2,500 tons of salt, which means that we are required to purchase 90% of 2,500 tons (or 2,250 tons). Our last winter season was especially light so we only purchased 1,959.84 tons of salt; therefore, we will still need to purchase 290.16 tons. (Please note that for the current salt bid, we have reduced the amount of salt that we say we might purchase since we will start off with the extra 290.16 tons.)

The cost of the remaining salt is \$19,942.70 (290.16 tons @ \$68.73/ton = \$19,942.70). We want to make sure that we have sufficient funds in the account to make the required purchase. Due to the light winter season, we anticipate having extra funds in our streets overtime account and we are also comfortable shifting some funds from our streets operational equipment account.

We are respectfully requesting a motion resolution allowing the following transfers (RCA attached):

<b>Amount</b>	<b>Transfer FROM</b>	<b>Transfer TO</b>
\$10,000	220.330.5117 Streets Overtime	220.330.5306 Misc. Materials
\$10,000	220.330.5320 Operational Equipment	220.330.5306 Misc. Materials

**ACTION ITEM #3 – Sewer Capacity Fee Supplemental Appropriation:** As the budget request is prepared each year, it is necessary to estimate the amount of sanitary capacity fees that we will need to pay the City of Columbus for new taps into our lines. Because this is not an exact science, we average the prior three years of payments and place that number in our appropriation request. The 2016 appropriation is for \$168,700.

Fortunately, the Development Department is having a very strong year so far; however, it is depleting our sewer capacity account. We paid the City of Columbus \$84,221 for the 1<sup>st</sup> quarter of sewer tie-ins. This leaves us with only \$84,479 to cover the rest of the year.

Due to this positive increase in construction activity, we are respectfully requesting a supplemental appropriation in the amount of \$80,000 from the Sanitary Sewer Capital Improvement Fund to cover future expenses. This will bring the balance of the Sewer Capacity account up to \$164,479 that may be enough to cover various connections that may take place later in the year. (RCA attached)

#### **UPDATE**

**Hamilton Rd Central:** Over the next couple of weeks, the contractor will complete miscellaneous items related to the culverts, and excavation for portions of the new roadway. New Curb and Gutter installations are expected to begin in the next couple of weeks as well as the installation of base pavement on the southeast section of widened portion of Hamilton Road.

Pavement repairs will continue throughout the construction zone to maintain an adequate pavement condition throughout construction. The contractor hopes to switch traffic off of the temporary pavement by the end of June 2016.

Private Utility Companies are nearing the completion of the relocation of their facilities.

Motorists should continue to expect delays throughout the construction zone, and are encouraged to consider other routes if they wish to avoid a possible delay in their travels.