

## CITY COUNCIL AGENDA

November 7, 2011

7:30 p.m.

The meeting will be held at City Hall, in Council Chambers, 1<sup>st</sup> Floor, 538 N. Market Street, Wooster, Ohio.

- I. ROLL CALL & ORDERING OF AGENDA
- II. APPROVAL OF MINUTES
- III. COMMUNICATIONS FROM MAYOR/ADMINISTRATION
- IV. PETITIONS/COMMUNICATIONS FROM PUBLIC
- V. COMMITTEE REPORTS; PUBLIC HEARINGS
- VI. OLD BUSINESS
- VII. NEW BUSINESS

- 1. First Reading - ORDINANCE NO. 2011-29 ADOPTING A HAZARD MITIGATION PLAN FOR THE CITY OF WOOSTER (Steiner)
- 2. First Reading - ORDINANCE NO. 2011-30 AUTHORIZING THE CITY OF WOOSTER TO IMPOSE A 180-DAY MORATORIUM ON THE PROCESSING OR APPROVAL OF APPLICATIONS FOR PERMITS OR APPROVALS UNDER THE CITY'S ZONING OR BUILDING CODES FOR ANY PREMISES FOR WHICH AN ADULT GAMING PARLOR OR SWEEPSTAKES TERMINAL DEVICE IS, OR IS PROPOSED TO BE LOCATED, AND DECLARING AN EMERGENCY (Buytendyk)
- 3. First Reading - ORDINANCE NO. 2011-31 AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH WOOSTER SENIOR VILLAGE, LP FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)
- 4. First Reading - ORDINANCE NO. 2011-32 AMENDING THE ANNUAL APPROPRIATION ORDINANCE (Ansel)
- 5. First Reading - RESOLUTION NO. 2011-85 AUTHORIZING AGREEMENTS WITH VARIOUS APPLICANTS FOR THE USE OF ECONOMIC DEVELOPMENT MONIES (Ansel)
- 6. First Reading - RESOLUTION NO. 2011-86 AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER CONTRACT(S) WITH VENDORS OR FOR SERVICES PROVIDED TO THE MUNICIPALITY (Ansel)
- 7. First Reading - RESOLUTION NO. 2011-87 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH THE WAYNE COUNTY COMMISSIONERS FOR THE PROSECUTION OF MUNICIPAL ORDINANCES BY THE WAYNE COUNTY PROSECUTOR AND FOR PAYMENT FOR SUCH SERVICES (Ansel)
- 8. First Reading - RESOLUTION NO. 2011-88 AUTHORIZING THE DIRECTOR OF FINANCE TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER CONTRACT(S) WITH VENDORS OR FOR SERVICES PROVIDED TO THE MUNICIPALITY (Ansel)
- 9. First Reading - RESOLUTION NO. 2011-89 AMENDING RESOLUTION NO. 2010-17 BY INCREASING THE AMOUNT OF THE CONTRACT (Silvestri)

10. First Reading - RESOLUTION NO. 2011-90 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE PURCHASE AND INSTALLATION OF TRAFFIC SIGNALS AND RELATED EQUIPMENT (Ulbright)
11. First Reading - RESOLUTION NO. 2011-91 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE PURCHASE AND INSTALLATION OF A TRAFFIC SIGNAL AND RELATED EQUIPMENT ON BEALL AVENUE, IN FRONT OF LOWRY CENTER ON THE CAMPUS OF THE COLLEGE OF WOOSTER (Ulbright)
12. First Reading - RESOLUTION NO. 2011-92 AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO A CONTRACT WITH THE SOURCING OFFICE, A COUNCIL OF GOVERNMENTS ESTABLISHED FOR THE PURPOSE OF GROUP PROCUREMENT OF SUPPLIES AT PREFERENTIAL RATES (Ansel)

**VIII. MISCELLANEOUS**

**IX. ADJOURNMENT**



ORDINANCE NO. 2011-30

AN ORDINANCE AUTHORIZING THE CITY OF WOOSTER TO IMPOSE A 180-DAY MORATORIUM ON THE PROCESSING OR APPROVAL OF APPLICATIONS FOR PERMITS OR APPROVALS UNDER THE CITY'S ZONING OR BUILDING CODES FOR ANY PREMISES FOR WHICH AN ADULT GAMING PARLOR OR SWEEPSTAKES TERMINAL DEVICE IS, OR IS PROPOSED TO BE LOCATED, AND DECLARING AN EMERGENCY

WHEREAS, the City of Wooster has experienced a growth in Adult Gaming Parlors that utilize computer terminals or stand alone machines also referred to as "sweepstakes terminal devices", which currently have no state regulation or oversight allowing them to exploit a glaring loophole in state gambling laws, and;

WHEREAS, the Ohio Legislature is considering legislation that will require these businesses to be licensed and regulated by the Ohio Casino Control Commission, and absent this action, law enforcement, consumers, and charities cannot operate in a fair, consistent legal environment, and;

WHEREAS, the City of Wooster has the power to enact planning and zoning laws that are for the health, safety, and welfare, comfort and peace of the municipality. At this time, Adult Gaming Parlors are not specifically listed as a permitted use in the City's zoning code, and;

WHEREAS, this City Council finds it necessary to review Adult Gaming Parlors to determine their compatibility with City's land use plans and their effects on surrounding land uses, and;

WHEREAS, it is immediately necessary to impose a temporary moratorium on the processing or approval of certificates, permits and approvals under the City's Zoning and Building Codes for internet sweepstakes cafes to allow for the State's consideration of statewide regulation of this unregulated activity and for the City's consideration of their compatibility with the City's land use plans and their effects on surrounding land uses, thereby preserving the public health, peace, property, safety, and welfare; now, therefore:

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

SECTION 1. That the Director of Administration is hereby authorized and directed to impose a 180-day moratorium on the processing or approval of any application for a certificate of zoning clearance, building occupancy permit, or any other permit or approval required under the City's Zoning Code or the Building Code, for any premises upon which, or building in which, any sweepstakes terminal device is, or is proposed to be, located. This moratorium shall not apply to any permit required to comply with an order or notice issued pursuant to Chapter

1309 of the Codified Ordinances of the City of Wooster, Ohio dealing with the demolition of unsafe buildings.

SECTION 2. That for purposes of this Ordinance:

"Sweepstakes terminal device" means a mechanical, video, digital, or electronic machine or device, that is owned, leased, or otherwise possessed by any person conducting a sweepstakes, or by that person's partners, affiliates, subsidiaries, or contractors, that is intended to be used by a sweepstakes participant, and that is capable of displaying information on a screen or other mechanism. A device is a sweepstakes terminal device whether or not any of the following apply:

- (a) The device is server-based.
- (b) The device uses a simulated game terminal as a representation of the prizes associated with the results of the sweepstakes entries.
- (c) The device utilizes software such that the simulated game influences or determines the winning of or value of the prize.
- (d) The device selects prizes from a predetermined finite pool of entries.
- (e) The device utilizes a mechanism that reveals the content of a predetermined sweepstakes entry.
- (f) The device predetermines the prize results and stores those results for delivery at the time the sweepstakes entry results are revealed.
- (g) The device utilizes software to create a game result.
- (h) The device requires deposit of any money, coin, or token, or the use of any credit card, debit card, prepaid card, or any other method of payment to activate the electronic machine or device.
- (i) The device requires direct payment into the device, or remote activation of the device.
- (j) The device requires purchase of a related product.
- (k) Any related product of which purchase is required has legitimate value.
- (l) The device reveals the prize incrementally, even though the device does not influence the awarding of prize or the value of any prize awarded.
- (m) The device determines and associates the prize with an entry or entries at the time the sweepstakes is entered.
- (n) The device is a slot machine or other form of electrical, mechanical, or computer game.

"Enter" or "entry" means the act or process by which a person becomes eligible to receive any prize offered in a sweepstakes.

"Prize" means any gift, award, gratuity, good, service, credit, reward, or any other thing of value, which may be transferred to a person, whether possession of the prize is actually transferred, or placed on an account or other record as evidence of the intent to transfer the prize.

"Sweepstakes" means any game, contest, advertising scheme or plan, or other promotion, but does not include bingo, whether or not consideration is required for a person to enter to win or become eligible to receive any prize, the determination of which is based upon chance.

SECTION 3. That this Ordinance shall not apply in any manner to any device or activity authorized and regulated by the State Lottery Commission or the Ohio Casino Control Commission.



ORDINANCE NO. 2011-31

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH WOOSTER SENIOR VILLAGE, LP FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY

WHEREAS, Wooster Senior Village, LP is a for-profit enterprise which desires to construct a 48-unit senior citizen residential facility in Wooster within the area designated by Wooster City Council as the community reinvestment area (CRA), including a capital investment of up to \$5,500,000.00 in new construction, furniture and fixtures; and it has requested tax abatement as an incentive to such expansion; and

WHEREAS, the Wooster Growth Corporation, as the designated community improvement corporation for the City of Wooster, has reviewed the request for CRA tax incentives and has recommended its adoption.

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

SECTION 1. That the Mayor is hereby authorized to enter into an agreement on behalf of the City of Wooster with Wooster Senior Properties, LP for CRA tax incentives. The terms of such agreement will include, but not be limited to, the following: (1) abatement of real estate taxes of 50%; (2) for a maximum term not to exceed ten (10) years; (3) creation of at least two (2) new jobs; and (4) such other terms as the Mayor, in his/her discretion, deems appropriate.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this ordinance occurred in an open meeting of this Council, in compliance with law.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary to the immediate preservation of the public health, peace, safety and welfare of the City, or providing for the usual daily operation of a municipal department or division, and for the further reason that prompt action is necessary in order to facilitate implementation of the development project by the applicant; wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor; provided it receives the affirmative vote of at least three-fourths of the members of the Council; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

1st reading \_\_\_\_\_ 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2011 Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2011  
Mayor

Introduced by: Jon Ansel

**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

**Description** (be as descriptive as possible, given space limitations)

Refer to attached documentation for specific details related to the Wooster Senior Village L.P. 50% 10 year Community Reinvestment Area Tax Incentive Request.

Please feel free to phone me if you have any questions or need additional information.

Best regards,

Justin Starlin

330-465-4700

**Is there a need for rules suspension or time limitation when this must be passed?**

Yes – Approval by council during the November 7<sup>th</sup> 2011 meeting will allow the project to move forward yet this fall.

**Manager Requesting**

**Date**

**Approved for Agenda**

31



**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

**Description** (be as descriptive as possible, given space limitations)

Appropriate in the Storm Drainage Fund from the unappropriated balance in the Storm Drainage Fund for leaf collection as follows:  
Cost Center: Storm Water Maintenance  
Appropriation Level:  
A. Personal Services: \$10,000  
B. Operations and Maintenance: \$40,000  
Total appropriation: \$50,000

The \$10,000 in personal services is for hiring seasonal help for leaf collection, and the \$40,000 is for contracting with temporary service providers to provide temporary labor for leaf collection.

Source of this funding is the newly enacted storm water maintenance charge.

**Is there a need for rules suspension or time limitation when this must be passed?**

Yes, so we can pay/contract for leaf collection services.

**Manager Requesting**

**Date**

**Approved for Agenda**

RESOLUTION NO. 2011-85

A RESOLUTION AUTHORIZING AGREEMENTS WITH VARIOUS APPLICANTS FOR THE USE OF ECONOMIC DEVELOPMENT MONIES

WHEREAS, economic development serves important community interests by providing commercial and industrial development, thus improving the municipal tax base; and

WHEREAS, in an effort to improve the tax base, this City Council dedicated a portion of the proceeds from the transient occupancy tax toward entities which would utilize the monies for economic development purposes; and

WHEREAS, after reviewing applications from interested parties, the Council hereby recommends that awards be made to three applicants, subject to the execution of agreements on the use of funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That after deduction of the administrative charges provided in W.C.O. §1705.02(a)(1), the economic development funds are hereby appropriated and awarded for 2012 to the following entities, and in the following increments:

- (a) Of the first \$50,000
  - Main Street Wooster 57.5%
  - Wooster Area Chamber of Commerce 37.5%
  - Wayne County Convention and Visitors Bureau 5.0%
  
- (b) Of all funds over \$50,000
  - Main Street Wooster 50%
  - Wooster Area Chamber of Commerce 30%
  - Wayne County Convention and Visitors Bureau 20%

SECTION 2. Subject to the execution by each entity of an agreement on the use of funds, and also to the availability of funds, the Director of Finance is hereby authorized to issue payment to each entity in the designated amount.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in full force from and after the earliest date allowed by law.

1st reading \_\_\_\_\_ 2nd reading \_\_\_\_\_ 3rd reading \_\_\_\_\_

Passed: \_\_\_\_\_, 2011 Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2011  
Mayor

Introduced by: Jon Ansel

RESOLUTION NO. 2011-86

A RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE  
TO ISSUE PAYMENT FOR SERVICES RENDERED UNDER  
CONTRACT(S) WITH VENDORS OR FOR SERVICES  
PROVIDED TO THE MUNICIPALITY

WHEREAS, the Director of Administration proposed to enter into contract(s) with vendors or others who have provided services essential to municipal operations; and

WHEREAS, Ohio law and local fiscal policy require that expenditures in excess of \$3,000.00 be accompanied by a fiscal officer's certification of the availability of funds issued at or before the time the contract is executed; and

WHEREAS, in the case below the purchase order was beyond the threshold requiring approval of Council, thus necessitating that this matter come to the legislative authority for authorization of the drawing of warrants in payment of amounts due upon the contract; and

WHEREAS, the funds for this obligation are budgeted and the contractor is performing services in accordance with the terms of the contract or otherwise provided services to the municipality, such that authorization of payment is appropriate.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WOOSTER, OHIO:

SECTION 1. That the Director of Finance is hereby authorized to draw a warrant for the payment of the following purchase order: to PRADCO, in the amount of \$8,160.00, payable from the Human Resources Division operating budget, for promotional testing services for the Police Division. This is in addition to monies (\$13,970.00) which were previously encumbered and expended for this purpose.

SECTION 2. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 3. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: \_\_\_\_\_ Passed: \_\_\_\_\_ Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2011  
Mayor

Introduced by: Jon Ansel

**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

**Description** (be as descriptive as possible, given space limitations)

This request arises as an Addendum to Purchase Order A24938, and is intended to satisfy an invoice from PRADCO for testing and fees for the Police Division, in the amount of \$8160.00. We encumbered only \$8500.00. The bill is for testing that was conducted as part of the promotion process for Sergeant and Lieutenant.

The Finance Division has informed us that the City has already spent \$13,970.00 with the same vendor in 2011, both for Fire Division and Police Division testing.

In order to pay the current invoice, **we ask that Council approve using the same vendor for the amount of \$8160.00 as an Amendment to Purchase Order A24938**, which would be over the \$15,000.00 limit for a single vendor, necessitating Council approval.

We in HR have not heretofore dealt with these sorts of overages beyond encumbrances. HR does not arrange for or use the services of this vendor; we merely process the payments to it. We will be more vigilant in the future when encumbering amounts for other Divisions' use.

Thank you for considering this request!

**Is there a need for rules suspension or time limitation when this must be passed?**

**Manager Requesting**  

**Date**

**Approved for Agenda**

RESOLUTION NO. 2011-87

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ENTER INTO AN AGREEMENT WITH THE WAYNE COUNTY COMMISSIONERS FOR THE PROSECUTION OF MUNICIPAL ORDINANCES BY THE WAYNE COUNTY PROSECUTOR AND FOR PAYMENT FOR SUCH SERVICES

WHEREAS, it is necessary to provide for the prosecution of ordinance or state code violations occurring within the municipality; and

WHEREAS, the City of Wooster has, since 1976, contracted with the Wayne County Commissioners to provide such services through the office of the Wayne County Prosecuting Attorney; and

WHEREAS, this Council finds that prompt action is necessary in order to maintain the continuity of services.

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

SECTION 1. That the Director of Administration is hereby authorized to renew an agreement with the Wayne County Commissioners for the prosecution of ordinance and state code violations within the municipality.

SECTION 2. The cost of the contract will not exceed the amount appropriated for this purpose in the Law Department budget in the General Fund for FY 2012.

SECTION 3. This Council finds and declares that all formal actions concerning and relating to the adoption of this resolution occurred in an open meeting of this Council or its committees, in compliance with law.

SECTION 4. This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Introduced: \_\_\_\_\_ Passed: \_\_\_\_\_ Vote: \_\_\_\_\_

Attest: \_\_\_\_\_  
Clerk of Council President of Council

Approved: \_\_\_\_\_, 2011  
Mayor

Introduced by: Jon Ansel



**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

**Description** (be as descriptive as possible, given space limitations)

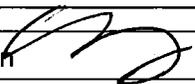
This request arises as an addendum to Purchase Order A24300, and is intended to satisfy an invoice from the Ohio Association of Police Chiefs for Assessment Center activities toward the promotion to Police Lieutenant and Police Sergeant, in the amount of \$9774.94.

Human Resources encumbered \$4820.38 for that purpose. We therefore seek Council approval to **amend Purchase Order A24300 an additional \$4954.56** to satisfy the invoice.

Like the PRADCO invoice, we did not know the full cost of the services to be rendered, and so did not anticipate the overage. We will be more vigilant in the future.

Thank you for considering this request!

**Is there a need for rules suspension or time limitation when this must be passed?**

**Manager Requesting**  

**Date**

**Approved for Agenda**

*Res 88*



**REQUEST FOR AGENDA ITEM  
AUTHORIZATION FOR BID OR PURCHASE OF CAPITAL ITEM**

Division: **WPCP/WTP**

Meeting Date Requested: **11/7/11**

Project Name: **Sludge Hauling & Disposal Contract Extension**

Approved for Agenda:  
=====

1. Estimated Total Cost: **\$350,000 additional. Contract originally \$790,000 giving a total of \$1,140,000. Original budget was for \$2 million.**

2. Is the full amount budgeted? **YES** NO if no, how is the purchase to be funded?

**WPCP/WTP funds (50%/50%).**

3. Description of Purchase: **To authorize the extension of an existing contract with Agri-Sludge, Inc. Due to the documented problems at WPCP and increased diesel fuel costs early in the contract Agri-Sludge has conducted additional sludge hauling and hauling that will exceed the original contract before it expires. This extension would provide for coverage through 6/30/12.**

4. Justification\Benefits:

**This is a required process of current treatment plant, and is being done in direct response to the previously discussed issues at the WPCP. This provides a measure of safety to the operation and allows the plant operators to be in full compliance with the permit. To date (10/31/11) \$673,600 has been spent and bills for hauling months (time period where crops are off of fields) average \$50,000-60,000/month.**

5. Will this project affect the city's operating costs? **Yes. This is expected to only last until hauling is rebid and/or the quasar project is implemented.**

6. What alternatives exist and what are the implications of the alternatives. **None. Failure to haul sludge will result in compliance issues.**

7. Is this a sole source request? **YES** NO If yes, explain the circumstances:  
**This is to extend funding for a previous bid contract and authorized change order.**

Sole source will only be considered when: the purchase consists of supplies or parts for current equipment and only one source exists; or only a single sole source exists for the purchase; or the contract is for professional services or specialized technology and the Director of Administration has reviewed proposals from qualified vendors.

8. Are you requesting suspension of the rules and passage on one reading? If yes, note reasons. **Yes. This will ensure no gap in the hauling contract.**

James L Borton  
Utilities Manager

Date: **10/31/11**



**Request for Agenda Item  
Authorization for Bid or Purchase of Capital Item**

<b>Division</b> Engineering	<b>Meeting Date Requested</b> November 7, 2011
<b>Project Name</b> Friendsville-Burbank Traffic Signal Bid	<b>Approved for Agenda</b>
<b>Estimated Total Cost</b> \$118,000	
<b>Is Full Amount Budgeted</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? The construction is budgeted in SCMR and Capital Improvement Funds.	
<b>Description Of Purchase</b> This is a request to authorize advertisement and award of a contract to the lowest and best bidder for the Friendsville and SR83 Intersection. This will be a complete replacement of the signal system in accordance with current standards and technology.	
<b>Justification / Benefits</b> The Friendsville and SR83 signal replacement will upgrade the existing wire and hanging signal heads to the current pole and mast arm design, and will facilitate the Friendsville Road improvement project scheduled for next year.	
<b>Will This Project Effect the City's Operating Costs</b> This project should have little or no effect on the City's operating costs. Signal maintenance should be reduced after the project is completed.	
<b>What Alternatives Exist and What Are The Implications of The Alternatives</b> Do nothing, and the traffic signals will continue to deteriorate and require increased maintenance.	
<b>Is This A Sole Source Bid or Non-Bid Situation</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Explain The Circumstances	
<b>Are You Requesting Suspension Of The Rules</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If Yes, Note Reasons	
<b>Division Manager</b> Joel Montgomery	<b>Date</b> November 1, 2011



**Request for Agenda Item  
Authorization for Bid or Purchase of Capital Item**

Division Engineering	Meeting Date Requested November 7, 2011
Project Name : Beall-Lowry Pedestrian Signal	Approved for Agenda
Estimated Total Cost \$50,000	
Is Full Amount Budgeted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p><b>If No, How Is The Purchase To Be Funded?</b> The total project cost is estimated at \$50,000, of which the College of Wooster is committing \$25,000 (50%). This is based on the actual quotes for material and labor. The City share of \$25,000 would need to be appropriated from the Capital Imp. Fund, Permissive Tax Fund, and/or SCMR Fund(s).</p>	
<p><b>Description Of Purchase</b> This is a request to authorize entering into a cooperative agreement with the College of Wooster for installing a Pedestrian Hybrid Beacon at the Lowry Center crosswalk on Beall Avenue.</p> <p>This is also a request to enter into contracts with various vendors and contractors for the required work. No single contract will be more than \$25,000.</p>	
<p><b>Justification / Benefits</b> The College of Wooster has requested the installation of a traffic signal on Beall Ave. at the Lowry Center due to pedestrian safety concerns of the College administration. A traditional traffic signal is not warranted by the traffic laws of the state of Ohio, due to a lack of sufficient traffic volume, pedestrian volume, and pedestrian delay. However, a recent provision adopted by Ohio and included in the OMUTCD allows for the placement of a Pedestrian Hybrid Beacon if certain criteria are met and engineering judgement would not prohibit such a device.</p>	
<p><b>Will This Project Effect the City's Operating Costs</b> This project would add a small amount of operating cost for beacon electric operation and maintenance.</p>	
<p><b>What Alternatives Exist and What Are The Implications of The Alternatives</b> Do nothing, and allow the crosswalk to remain as is.</p>	
<p>Is This A Sole Source Bid or Non-Bid Situation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If Yes, Explain The Circumstances</b> Thompson Electric has provided a quote to supply and install the signal pole, beacon equipment and all electrical work required for just under \$25,000. The beacon manufacturer has provided a quote for the beacon equipment of just under \$15,000. Quotes for additional signage and pavement markings for the Beall corridor adjacent to the Lowry crosswalk total just under \$5,000. Contingencies of \$5,000 bring the total to \$50,000.</p>	
<p>Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If Yes, Note Reasons</b> The College would like to have the signal erected as soon as possible, and the lead time for the signal pole is over 8 weeks.</p>	
Division Manager Joel Montgomery	Date November 1, 2011

#91



**Request for Agenda Item  
Non-Capital**

**Division**  **Meeting Date Requested**

**Project Name**   **Approved for Agenda**

**Description** (be as descriptive as possible, given space limitations)

The City of Wooster will be joining the Sourcing Office, a Council of Governments, designed to maximize opportunities in procurement. This is a free service provided to non-profits and governmental entities that will allow us to collaborate in the procurement of office supplies, janitorial supplies, IT related items, and employee benefits. The Wooster City School district is one example of those organizations that currently participate in the program. The city will have one procurement point of contact through the administrative offices to ensure maximization of cost savings. This organization will assist us with the implementation of these initiatives.

**Is there a need for rules suspension or time limitation when this must be passed?**

If possible, we could sign agreement to begin group procurement in 2012.

**Manager Requesting**

**Date**

**Approved for Agenda**