

WOOSTER CITY COUNCIL AGENDA

May 4, 2015

7:30 p.m.

The meeting will be held at City Hall, in Council Chambers, 1st 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

1. Second Reading – RESOLUTION NO. 2015-38 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO SOLICIT PROPOSALS ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE MOST QUALIFIED DESIGN-BUILD FIRM FOR THE CONSTRUCTION OF A POLICE AND FIRE SAFETY CENTER (Cavin)

VII. NEW BUSINESS

1. First Reading – ORDINANCE NO. 2015-12 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH LIBERTY STREET PARTNERS, LTD. FOR COMMUNITY REINVESTMENT AREA TAX INCENTIVES, AND DECLARING AN EMERGENCY (Ansel)
2. First Reading – ORDINANCE NO. 2015-13 AN ORDINANCE AUTHORIZING THE PURCHASE OF REAL ESTATE, AND DECLARING AN EMERGENCY (Cavin)
3. First Reading – RESOLUTION NO. 2015-41 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR THE REPLACEMENT OF SIDEWALKS AND CURB RAMPS IN THE SOUTHEAST QUADRANT OF THE CITY OF WOOSTER (Ulbright)
4. First Reading – RESOLUTION NO. 2015-42 A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO ADVERTISE ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR PROVIDING ELECTRICAL WORK IN CONNECTION WITH THE PLACEMENT OF TELEMETRY EQUIPMENT ONTO THE LAYTON TELECOMMUNICATIONS TOWER (Sanders)

VIII. MISCELLANEOUS

IX. ADJOURNMENT

RESOLUTION NO. 2015-38

A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATION TO SOLICIT PROPOSALS ACCORDING TO LAW AND ENTER INTO A CONTRACT WITH THE MOST QUALIFIED DESIGN-BUILD FIRM FOR THE CONSTRUCTION OF A POLICE AND FIRE SAFETY CENTER

WHEREAS, the Mayor, in consultation with the Director of Administration and the Chiefs of the Police and Fire Divisions, has recommended the construction of a Police and Fire Safety Center, to be built upon land owned by the city in the vicinity of the intersection of Burbank and Friendsville Roads.

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

SECTION 1. That the Director of Administration is hereby authorized to solicit proposals according to law and enter into a contract with the most qualified design-build firm for the construction of a Police and Fire Safety Center, in accordance with specifications to be prepared in connection with the proposed project and thereafter filed in his office.

SECTION 2. The cost of such contract will not exceed the amount appropriated.

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 it shall take effect and be in force from and after the earliest period allowed by law.

1st reading 4-20-15 2nd reading _____ 3rd reading _____

Passed: _____, 2015 Vote: _____

Attest: _____
Clerk of Council President of Council

Approved: _____, 2015
Mayor

Introduced by: Mark Cavin

**REQUEST FOR AGENDA ITEM
AUTHORIZATION FOR CONTRACT**

Division: **Administration**

Meeting Date Requested: **April 6, 2015**

Project Name: **Safety Center Proposals**

Approved for Agenda:

=====

1. Estimated Total Cost: **The preliminary estimated cost for a combined police and fire safety center is \$7,000,000, including construction, design and construction management.**

2. Is the full amount budgeted? YES or **NO**. If no, how is the purchase to be funded?
Funds would need to be appropriated from the unencumbered balance in the Capital Improvement Fund.

3. Description of Purchase: **Request to advertise and solicit proposals for design-build services for a new Police and Fire Safety Center, and to enter into a contract with the firm who submits the lowest and best proposal.**

4. Justification\Benefits: **The City's current Fire and Police facilities are outdated, undersized and poorly located to serve the citizens and businesses of Wooster in 2015 and beyond. A new Fire station and Police station are required to best serve the current needs of the City.**

In addition, a Police and Fire Safety Center is a large, complex project requiring more resources and expertise than exists within the City organization. A design-build project delivery process will allow the City to match a high quality, high performing designer with a high quality, high performing contractor to deliver a quality project while limiting project performance issues.

5. Will this project affect the city's operating costs? **The City's operating costs should not be greatly affected. With a new Police station, the O&M cost currently paid to the County for use of space at the Justice Center will be avoided.**

6. What alternatives exist and what are the implications of the alternatives. **The alternative to not constructing a new Fire station is reduced response times to the developed area of the City north of Milltown Road. Expanding the Police station to the appropriate size requires a new facility, as space is not available at the Justice Center.**

Alternatives to the design-build delivery method would be the traditional design-bid-build process, with a separate construction manager contract. This process traditionally takes longer, and on large, complex projects can result in more change orders and construction delays.

7. Is this a sole source request? YES **NO** If yes, explain the circumstances:

8. Are you requesting suspension of the rules and passage on one reading? If yes, note reasons. **No.**

Joel Montgomery
Director of Administration

Date: March 31, 2015

Res #38

Request for Agenda Item Non-Capital

Division **Meeting Date Requested**

Project Name **Approved for Agenda**

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

Council's consideration is requested in authorizing the Mayor to enter into a Community Reinvestment Area Agreement (CRA) on the City's behalf with Liberty Street Partners LLC, a Wooster-focused property management and real estate investment company that has plans to undertake a major investment at an old brick car dealership garage at 335 E. Liberty Street in order to enable a real estate deal to keep an expanding downtown restaurant in Downtown.

To assist it with its massive renovation at 335 E. Liberty Street, Liberty Street Partners, Ltd. is seeking a 10-year, 100 percent Community Reinvestment Area (CRA) tax abatement. The application is made with support from Main Street Wooster and the Wooster Area Chamber of Commerce. Muddy Waters Café and Grill has become a mainstay for Downtown Wooster, a tradition this project will help to ensure remains the case for the next several years by providing the new and expanded space the restaurant needs to continue growing.

Specifically, the abatement will enable a \$350,000 investment into the 335 E. Liberty Street property, creating a full-service restaurant facility highlighting the industrial and historic aspects of the structure, while also creating an out-door patio for dining fronting E. Liberty. The project will result in the retention of five (5) full-time jobs and 12 part-time jobs with a minimum payroll of \$150,000.

A key consideration of the abatement is the level of investment it will bring to the E. Liberty Corridor between Beall Avenue and Bever Street. The City, in partnership with Main Street Wooster, has invested significant effort and funding to enhance the corridor with streetscape and other infrastructure to encourage such reinvestment.

After meeting with Liberty Street Partner's manager, Mathew Long, in winter, the City received the original CRA application on March 12th, 2015. Notification of this project, with the attached summary packet, was provided to the Wooster City School District and the Wayne County Schools Career Center on March 19th, 2015. After a review at its regularly scheduled work session and two regular sessions, the Wooster City School District Board of Education voted in unanimous approval of the CRA request on April 28th, 2015. Finally, on April 30th 2015, the Wooster Growth Corporation Executive Committee recommended the application for adoption by Wooster City Council following a polling of its membership.

Please see within the attached summary packet which offers further details of the project.

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

A suspension of rules is *recommended* in order to facilitate a time-sensitive project and in order to allow the applicant additional time to take advantage of the 2015 summer construction season. With an agreement, Liberty Street Partners LLC is ready to finalize its planning and begin implementing the proposed improvements.

Manager Requesting

Date

Approved for Agenda

Ord # 12



MUDDY WATERS



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

Division Engineering	Meeting Date Requested May 4, 2015
Project Name 2014 CDBG Sidewalk Project	Approved for Agenda
Estimated Total Cost \$60,800 CDBG Grant Money	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded? Like previous CDBG sidewalk projects, the CDBG Grant money will be paid out using money from the Capital Fund then reimbursed.	
<p>Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for replacing approximately 1,572 square feet of sidewalks and associated curb ramps. The work will be performed along West Henry Street, Mulberry Street, Vine Street, Ohio Street, South Grant Street, South Walnut Street, West South Street ad Spruce Street.</p> <p>Council previously passed Resolution 2014-43 authorizing the filing for the 2014 CDBG Allocation Grant which is funding 100 percent of the contract.</p>	
<p>Justification / Benefits This project will replace deteriorated sidewalks making for better accessibility from residential neighborhoods to and from downtown.</p>	
<p>Will This Project Effect the City's Operating Costs This project should have little or no affect on the City's operating costs.</p>	
<p>What Alternatives Exist and What Are The Implications of The Alternatives We could do nothing, and turn down the grant funds.</p>	
<p>Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/>No</p> <p>If Yes, Explain The Circumstances</p>	
<p>Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>If Yes, Note Reasons Suspension of the rules would allow the opportunity to advertise and bid this project as early as possible.</p>	
Division Manager Roger Kobilarcsik	Date April 27, 2015

Res #41

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

Division Engineering	Meeting Date Requested May 4, 2015
Project Name Communication Tower Electrical Work	Approved for Agenda
Estimated Total Cost \$ 55,000 (Water Fund)	
Is Full Amount Budgeted <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If No, How Is The Purchase To Be Funded?	
<p>Description Of Purchase This is a request to authorize advertisement and award of a contract to the lowest and best bidder for providing electrical work to place the new telemetry equipment on the Layton communication tower. This work is part of the effort to demo the Winter Street Water Tank. The Wooster Community Hospital is giving the City \$1,500,000 (\$1,250,000 already paid) towards the new High Service Zone water tank in preparation for the removal of the Winter Street tank. Prior to tank demolition the telemetry equipment must first be relocated to the new communication tower..</p>	
<p>Justification / Benefits This project does two things; first we are removing all of the City's equipment from the Winter Tank and second we are updating the equipment on the new communication tower.</p>	
<p>Will This Project Effect the City's Operating Costs There should be no effect to the City's operating costs.</p>	
What Alternatives Exist and What Are The Implications of The Alternatives	
<p>Is This A Sole Source Bid or Non-Bid Situation <input type="checkbox"/> Yes <input checked="" type="checkbox"/>No If Yes, Explain The Circumstances</p>	
<p>Are You Requesting Suspension Of The Rules <input checked="" type="checkbox"/>Yes <input type="checkbox"/>No If Yes, Note Reasons While suspension of the rules is not necessary, earlier passage would allow the opportunity to advertise and bid this project as early as possible in order to obtain the best possible bids.</p>	
Division Manager Roger Kobilarcsik	Date April 27, 2015

Roc #42