

**FAIRFIELD CITY COUNCIL
REGULAR MEETING AGENDA
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE
FAIRFIELD, OHIO 45014**

Monday, October 24, 2016

7:00 PM

MAYOR.....STEVE MILLER
COUNCILMEMBER 1ST WARD.....BOB MYRON
COUNCILMEMBER 2ND WARD.....CRAIG W. KELLER
COUNCILMEMBER 3RD WARD.....DEBBIE PENNINGTON
COUNCILMEMBER 4TH WARD.....TIM ABBOTT

COUNCILMEMBER AT-LARGE...CHAD OBERSON
COUNCILMEMBER AT-LARGE...MIKE SNYDER
COUNCILMEMBER AT-LARGE...BILL WOESTE
CITY MANAGER.....MARK WENDLING
CLERK OF COUNCIL.....ALISHA WILSON
LAW DIRECTOR.....JOHN H. CLEMMONS

Guidelines for Citizen Comments: Thank you for your interest and participation in city government. Fairfield City Council's Guidelines for Citizen Comments describe the rules for addressing City Council. The guidelines are posted in the Council Chambers.

ADA Notice: The City of Fairfield is pleased to provide accommodations to disabled individuals or groups and encourage full participation in city government. Should special accommodations be required, please contact the Clerk of Council at 867-5383 at least 48 hours in advance of the meeting.

1. **Call to Order**
2. **Prayer/Pledge of Allegiance**
3. **Roll Call**
4. **Agenda Modifications**
5. **Executive Session Requests**
6. **Special Presentations and Citizen Comments**
 - a) Carolyn Coley – Empty Bowls Event
 - b) Chamber of Commerce Update
7. **Public Hearing(s)**
8. **Mayor/Council Reports**
9. **Approval of Minutes**
 - a) Regular Meeting Minutes of October 11, 2016
10. **OLD BUSINESS**

(A) **DEVELOPMENT SERVICES COMMITTEE**
Bill Woeste, Chairman; Bob Myron, Vice Chairman; Mike Snyder, Member

- (1) Ordinance to amend various chapters of the Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.
 - Ordinance – Third Reading
 - Motion – Adoption
- (2) Ordinance to authorize the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement and declaring an emergency.
 - Ordinance – Third Reading
 - Motion – Adoption

(B) **PUBLIC WORKS COMMITTEE**

Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

- (1) Ordinance to authorize the City Manager to enter into a contract with Ohio Department of Transportation (ODOT) for Bridge Inspection Services.
 - Ordinance – Third Reading
 - Motion – Adoption

11. **NEW BUSINESS**

(A) **FINANCE & BUDGET COMMITTEE**

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

- (1) Ordinance to amend Ordinance No. 107-15 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016.”

*Non-Contractual Appropriations – \$33,150 for new mobile web platform, website and associated services; \$29,500 for leak detection locating correlator equipment for Water Division; \$7,000 for replacement PC, wheel kit and new nozzle for Wastewater Division’s CCTV truck, CCTV independent wheeled camera transporter and GapVax sewer cleaning truck; \$3,500 for replacement of Sanitary Lift Station Level Transmitters for Wastewater Division.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

12. **Meeting Schedule**

Monday, November 14	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
Monday, November 28	Council-Manager Briefing, 5:30 p.m.; Regular Meeting, 7:00 p.m.
Monday, December 5	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.

13. **Executive Session of Council (if needed)**

14. **Adjournment**

AGENDA

**COUNCIL-MANAGER BRIEFING
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE**

**MONDAY, OCTOBER 24, 2016
6:00 P.M.**

1. Backflow Program
2. 2017 Grant Requests

MINUTES
REGULAR MEETING OF COUNCIL
OCTOBER 11, 2016

Call to Order

Mayor Steve Miller called the Regular Meeting of Council to order at 7:00 PM at the Fairfield Municipal Building, 5350 Pleasant Avenue.

Prayer/Pledge of Allegiance

Councilmember Abbott led in prayer and the Pledge of Allegiance.

Roll Call

Clerk Wilson called the roll of Council. Present members were Councilmember Bob Myron, Councilmember Craig Keller, Councilmember Debbie Pennington, Councilmember Tim Abbott, Councilmember Chad Oberson, Councilmember Mike Snyder, and Councilmember Bill Woeste.

Agenda Modifications

No agenda modifications.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Snyder, moved for Executive Session to discuss the employment and compensation of public official and pending and imminent litigation. Motion carried 7-0.

Special Presentations and Citizen Comments

Oath of Office – Firefighters Gabe Owens and Joe Guggenbiller

Councilmember Keller administered the Oath of Office for Firefighters Gabe Owens and Joe Guggenbiller. Chief Bennett welcomed them to the department.

City Manager Mark Wendling introduced the new Financial Services Manager, Scott Timmer. Council welcomed him to the city.

Chamber of Commerce Update

Chamber President Kert Radel thanked the city for their support of the Business Expo and stated it was a successful event. He also reminded Council of the upcoming ribbon cutting at Raising Cane's.

Public Hearing(s)

No public hearings.

Mayor/Council Reports

Councilmember Snyder reported that the Mack Road water storage tank project is progressing on schedule.

Councilmember Abbott reported that the 2017 annual budget is being finalized.

Councilmember Keller mentioned a letter received that commended the Fire Department and specifically Lt. Ruhl for a job well done; he thanked them for their dedication to serving the city. He also mentioned reports of scams targeting the elderly in the community and noted that residents should always investigate requests for money before complying.

Councilmember Myron mentioned the upcoming job fair at Jungle Jim's, as well as the Trick or Treat hours of 6-8 PM on October 31.

Approval of Minutes

Regular Meeting Minutes of September 26, 2016

- The Regular Meeting Minutes of September 26, 2016 were approved as written.

OLD BUSINESS

DEVELOPMENT SERVICES COMMITTEE

Bill Woeste, Chairman; Bob Myron, Vice Chairman; Mike Snyder, Member

Ordinance to amend various chapters of the Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Councilmember Bill Woeste, seconded by Councilmember Mike Snyder moved to amend the ordinance per Planning Commission recommendation, along with a note of "preferred" colors for metal shed roof panels as requested by Councilmember Pennington. Motion Carried 7-0.

Legislative Action: Councilmember Woeste presented the second reading of this ordinance.

Ordinance to authorize the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement and declaring an emergency.

Legislative Action: Councilmember Woeste presented the second reading of this ordinance.

PUBLIC WORKS COMMITTEE

Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

Ordinance to authorize the City Manager to enter into a contract with Ohio Department of Transportation (ODOT) for Bridge Inspection Services.

Legislative Action: Councilmember Oberson presented the second reading of this ordinance.

NEW BUSINESS

PUBLIC UTILITIES COMMITTEE

Mike Snyder, Chairman; Chad Oberson, Vice Chairman; Bob Myron, Member

Ordinance to authorize the City Manager to enter into a Local Government Innovation Fund (LGIF) grant application to fund a feasibility study of a regional biosolids processing facility and enter into an agreement with LGIF (Local Government Innovation Fund) if grant funding is approved.

Councilmember Mike Snyder, seconded by Councilmember Bill Woeste moved to read the following ordinance by title only. Motion Carried 7-0.

Background: City Manager Wendling recommended a grant application and agreement to fund a feasibility study of a regional biosolids processing facility. Legislative Action: Councilmember Snyder presented the first reading of this ordinance.

Councilmember Mike Snyder, seconded by Councilmember Tim Abbott moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Mike Snyder, seconded by Councilmember Chad Oberson moved to adopt. Motion Carried 7-0. ORDINANCE NO. 89-16. APPROVED 7-0.

PUBLIC SAFETY COMMITTEE

Craig Keller, Chairman; Tim Abbott, Vice Chairman; Chad Oberson, Member

Ordinance to authorize the City Manager to enter into an agreement with E. One, Inc. to purchase an E One HP78 EMax Quint Aerial Apparatus for the Fire Department and declaring an emergency.

Councilmember Craig Keller, seconded by Councilmember Mike Snyder moved to read the following ordinance by title only. Motion Carried 7-0.

Background: City Manager Wendling recommended an agreement with E. One, Inc. to purchase a new fire truck. The parts for the current truck are no longer available and maintenance is increasingly difficult, as there is only one mechanic in the area that is trained to work on the current truck. The current truck will be moved to reserve. This purchase was anticipated in the CIP budget. Legislative Action: Councilmember Keller presented the first reading of this ordinance.

Councilmember Craig Keller, seconded by Councilmember Mike Snyder moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Craig Keller, seconded by Councilmember Bob Myron moved to adopt. Motion Carried 7-0. ORDINANCE NO. 90-16. APPROVED 7-0.

FINANCE & BUDGET COMMITTEE

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to read the following three (3) ordinances by title only. Motion Carried 7-0.

Ordinance to amend Ordinance No. 107-15 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016."

Background: City Manager Wendling recommended an ordinance to reconcile accounts. This is done routinely to balance the city's finances. Legislative Action: Councilmember Abbot presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Craig Keller moved to adopt. Motion Carried 7-0. ORDINANCE NO. 91-16. APPROVED 7-0.

Ordinance to amend Ordinance No. 107-15 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016."

Background: City Manager Wendling recommended the following Contractual Appropriations – \$773,410 for purchase of 78 ft. Aerial Apparatus for Fire Department. Legislative Action: Councilmember Abbott presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Bob Myron moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to adopt. Motion Carried 7-0. ORDINANCE NO. 92-16. APPROVED 7-0.

Ordinance to amend Ordinance No. 107-15 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2016, and ending December 31, 2016."

Background: City Manager Wendling recommended the following Non-Contractual Appropriations – \$19,280 for design of South Gilmore Road wall replacement; \$21,290 for facilities energy upgrades (Justice Center and Public Works lighting); \$18,620 for replacement of computer workstations, servers and related equipment; \$22,775 for upgrade and continued support of virus protection software and use of Adobe suite of software packages. Legislative Action: Councilmember Abbott presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Bob Myron moved to adopt. Motion Carried 7-0. ORDINANCE NO. 93-16. APPROVED 7-0.

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- Monday, October 24 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, November 14 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, November 28 Council-Manager Briefing, 5:30 p.m.; Regular Meeting, 7:00 p.m.

Executive Session of Council (if needed)

Council adjourned to Executive Session at 7:20 PM.

Adjournment

The Regular Meeting adjourned at 7:45 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved _____

City of Fairfield, Ohio
City Council Meeting Communication

Date 9-12-2016

Item:

An ordinance modifying Chapters 1143 (General Regulations), 1157 (C-1, Neighborhood Business District), 1159 (C-2, Central Business District), 1168 (D-1, Downtown District), 1174 (D-1A, Downtown District Modified), 1179 (C-4, Commercial Transition District) and 1187 (Signs) of the Planning and Zoning Code as part of the Fairfield Codified Ordinances.

Financial Impact:

There is no financial impact with this request.

Synopsis:

It is necessary to periodically update various provisions of the code to address relevant zoning issues within the City and to clarify existing zoning regulations.

Background:

Code elements that are being reviewed include:

1. Modification of the downtown and commercial zoning districts (C-2, D-1 and C-4) to make clinics a conditional use.
2. An addition to the General Regulations section to define and prohibit the use of bright LED rope lights used to outline windows or buildings, in all zoning districts.
3. Modification of the D-1, Downtown District, to alter the membership of the Design Review Committee to allow up to two citizen-at-large members to fill vacant downtown business representative seats.
4. An addition to the General Regulations section to permit only the use of grass or other natural ground cover as the main method to landscape non-single-family residential lots.
5. An addition to the General Regulations section to require security bars on businesses to be retractable and located on the interior of a building.
6. Modification of the General Regulations section to permit metal roofs on all accessory structures, except carports, provided they are panel roofs that are factory-finished with rib or standing seam design and warranted against rust.
7. Clarify churches are a conditional use in the C-1 and D-1 Zoning Districts.
8. Add height restrictions to the D-1, D-1A and C-2 Zoning Districts.

Recommendation:

It is recommended that City Council have a first reading on this ordinance at the September 12, 2016 meeting and set the public hearing date for September 26, 2016.

Legislative Actions: Rules Suspension and Adoption Requested?

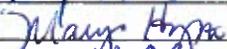
No.

Emergency Provision Needed?

No.

Prepared by: Erin Donovan (Planning Manager) 

Approved for Content by: Timothy Bealuma 

Financial Review (where applicable) Mary Hogg 

Legal Review (where applicable) John A. Clemons 

Accepted for Council Agenda: Alisa Wilson 

Executive Summary Proposed Zoning Code Changes

The attached document details the proposed changes to the Planning and Zoning Code as they relate to various topics. Below is a brief synopsis of those changes.

1. **Clinic** – The Zoning Code defines clinics as a place for the care, diagnosis and treatment of sick, ailing, infirm and injured persons, but who are not provided with board or room or kept overnight on the premises. It is proposed to designate clinics as a conditional use in the D-1, and commercial zoning districts in order to monitor the siting of medical offices.
2. **String Lights** – The Code does not address the use of bright LED or similar string lights, which are typically used to outline windows or buildings. It is proposed to define them in the sign chapter and to prohibit them in all zoning districts.
3. **Design Review Committee Membership** – The Code states that 4 of the 9 members are to be business owners or operators from the downtown, one from each of the 4 quadrants. It is proposed to allow 2 members to be a business owner or operator from any quadrant in the downtown and the other 2 members to be either a business owner or operator from any quadrant in the downtown or the citizenry at large.
4. **Site Landscaping** – The Code does not address the type of ground cover required for areas not covered by structures or impervious surfaces. It is proposed to require grass or landscaping to be located in these areas and to only allow hardscape material as an accessory to landscaping or to convey stormwater run-off.
5. **Security Bars** – The Code does not address the use or aesthetics of security bars on business windows/doors. It is proposed to permit them only on the interior of the building and require them to be open during the operation of the business. In addition, it is proposed that a building permit be obtained.
6. **Metal Roof on an Accessory Structure** – The Code does not permit metal roofs on accessory structures greater than 100 square feet in area. It is proposed to prohibit metal roofs completely regardless of size, except for metal panel roofs which are factory-finished with a rib or standing seam design and warranted against rust. It is recommended that carports, attached or detached, be prohibited from having metal roofs.
7. **Church as a Conditional Use in the C-1 and D-1 Districts** – The Code states that a church is a conditional use in commercial zoning districts. However, based on the language written for the C-1 and D-1 Districts, it can be interpreted to be either a principal permitted or conditional use. It is proposed to clarify that a church is a conditional use in both the C-1 and D-1 Districts.
8. **Height Regulations in the D-1, D-1A and C-2 Zoning Districts** – The Code does not address height regulations in these zoning districts. It is proposed to add height

restrictions which are consistent with the Design Review Guidelines and similar to what is permitted in other commercial zoning districts. The proposed height restriction is 3 stories or 40 feet, whichever is lower.

ORDINANCE NO. _____

ORDINANCE TO AMEND VARIOUS CHAPTERS OF THE ZONING CODE OF ORDINANCE NO. 166-84, THE CODIFIED ORDINANCES OF FAIRFIELD, OHIO.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Chapters 1143 (General Regulations), 1157 (C-1, Neighborhood Business District), 1159 (C-2, Central Business District), 1168 (D-1 Downtown District), 1174 (D-1A, Downtown District Modified), 1179 (C-4 Commercial Transition District) and 1187 (Signs) of the Zoning Code of Ordinance No. 166-84, The Codified Ordinances of Fairfield, Ohio are hereby amended to read as follows:

SEE ATTACHED EXHIBIT "A"

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Exhibit A

METAL ROOF ON ACCESSORY STRUCTURE

Chapter 1143, General Regulations

1143.06 ACCESSORY USES IN A OR R DISTRICTS AND ON PROPERTY USED FOR RESIDENTIAL PURPOSES IN ANY OTHER ZONING DISTRICT.

(a) Buildings and Parking Space. In any A or R District, and all property used for residential purposes in any other zoning district, accessory buildings or structures may be erected, detached from the principal building or may be erected as an integral part of the principal building, or may be connected therewith by a breezeway or similar structure. Except as provided in Section 1180.03, no accessory building shall be erected in any required yard or court, except a rear yard, and shall not occupy more area than thirty-five percent (35%) of the required rear yard. The exterior wall surface of an accessory building or structure, if greater than 100 square feet, shall not be made of metal, resin, plastic or non-finished composite material. ~~and-a~~ Accessory buildings or structures shall not exceed 500 square feet except on parcels zoned A-1 which are two acres or more in size. Metal roofs are not permitted for ~~any~~ accessory structures ~~greater than 100 square feet except on parcels zoned A-1 which are two acres or more in size~~ **EXCEPT METAL PANEL ROOFS WHICH ARE FACTORY-FINISHED WITH A RIB OR STANDING SEAM DESIGN WITHOUT EXPOSED FASTENERS AND WARRANTED AGAINST RUST SHALL BE PERMITTED ON ACCESSORY STRUCTURES EXCEPT CARPORTS. IT IS PREFERRED THAT METAL ROOF PANELS MATCH SOME COLOR OF THE PRINCIPAL BUILDING OR BE AN EARTH TONE COLOR.** Accessory buildings and structures shall be distant at least six feet from any dwelling situated on the same lot, unless erected as an integral part thereof, and at least six feet from all lot lines or adjoining lots which are within any A or R District or are used for residential purposes. An accessory paved parking space may be located in any yard except a front yard. The accessory use area of a building or structure which is constructed both contemporaneously with and as an integral part of the original principal residence shall not be included in the calculation of allowable accessory building or structure area under this subsection.

(b) Corner Lots. In any A or R District, where a corner lot adjoins in the rear a lot fronting on the side street, no part of an accessory building or structure on such corner shall be near a side street lot line than the least depth of the front yard required along such side street for a dwelling on such adjoining lot.

(c) Front Setback. No accessory use or structure in any A or R District, except an off-street parking area subject to the provisions of Chapter 1183, shall be permitted nearer to any front lot line than sixty feet, unless such use or structure is contained within, or connected by breezeway or similar structure to, the principal structure.

(d) Yard Requirements. Except as provided in Section 1180.03, an accessory building or structure, if not located in the rear yard, shall be erected as an integral part of, or connected by a breezeway or similar structure with, the principal building to which it is accessory, and shall be so placed as to meet all yard and court requirements for a principal building of the same height and other dimensions as such accessory building or structure.

(e) Without Main Buildings. In any A or R District, no accessory building or structure shall be erected or constructed prior to the erection or construction of the principal or main building.

(f) Paved Ingress and Egress. An accessory building or structure which has a door opening(s) greater than six feet in width must have paved access in accordance with subsection 1183.05(c).

(g) Height of Accessory Building. In no case shall the height of an accessory building or structure exceed the height of the principal structure that occupies the same lot or parcel except on parcels zoned A-1 which are two acres or greater in size.

(Ord. 36-13. Passed 4-22-13.)

ROPE LIGHTS

Chapter 1187, Signs

1187.02 DEFINITIONS.

(a) "Sign" means any name, identification, description, illustration, symbol, statue or device illuminated or nonilluminated which is visible from any public place or is located on private property and exposed to the public view from outside the property where located and which directs attention to a product, service, place, activity, person, institution, business or solicitation, or any emblem, painting, banner, pennant, placard or temporary sign designed to advertise, identify or convey information, to include any landscaping wherein letters or numbers are used for the purpose of directing the public's attention to a product or location. For the purpose of removal, signs shall also include all sign structures. The entire translucent area of an internally illuminated or backlit awning, canopy or other exterior area of a building or an attachment to the building which is located outside of the enclosed building and is visible from any public street shall be included as a sign, whether or not it has lettering or other symbols or illustrations thereon.

The word "sign" does not include: a flag or pennant of any nation, state, city or other political unit, or of any educational, charitable, philanthropic, civic, professional, religious organizations or like campaign, drive, movement or event; commemorative plaques approved by Council; any name plate sign in residential areas or any board, sign or surface used to display any official notices issued or posted by any court or public officer in the performance of a public duty; window displays; signs within a stadium, shopping center, residential complex, arena or other use, which cannot be viewed from any public streets; any signs for control of traffic and other regulatory purposes, governmental identification and directional signs, including signs for identification and location of entryways and public facilities and events and geographic areas of the City, street signs, warning signs, railroad crossing signs and signs of public service companies for the purpose of public safety. All signs excluded herein shall meet any applicable building or structural requirements.

The following are types of signs:

(1 - 28)

(28.1) "ROPE LIGHTS" MEANS FIBER OPTIC CABLE LIGHTING, LED LIGHTS OR OTHER CONTINUOUS OR CONNECTED SERIES OF LIGHTS THAT MAY BE ENCASED IN FLEXIBLE PLASTIC TUBING, TAPE OR OTHER MATERIAL TYPICALLY USED TO OUTLINE OR DECORATE A STRUCTURE, INCLUDING WINDOW AND DOOR FRAMES WHETHER LOCATED INSIDE OR OUTSIDE THE STRUCTURE. THIS DOES NOT INCLUDE SEASONAL LIGHTING.

1187.03 GENERAL REQUIREMENTS.

(a - v)

(w) ROPE LIGHTS. ROPE LIGHTS ARE PROHIBITED.

SITE LANDSCAPING

Chapter 1143, General Regulations

1143.29 SITE LANDSCAPING.

IN ALL ZONING DISTRICTS, EXCEPT SINGLE-FAMILY RESIDENCES, ALL AREAS NOT OCCUPIED BY STRUCTURES, PATHWAYS, PARKING LOTS OR LOADING AREAS SHALL BE COVERED WITH PLANTINGS, GRASS OR OTHER NATURAL GROUND COVER. HARDSCAPE, SUCH AS ROCK, SHALL ONLY BE PERMITTED AS NECESSARY TO CONVEY STORMWATER RUN-OFF OR AS A MINOR ACCESSORY TO PLANTINGS, GRASS OR OTHER NATURAL GROUND COVER.

SECURITY BARS

Chapter 1143, General Regulations

1143.30 SECURITY BARS.

SECURITY BARS, GRILLES OR SIMILAR DEVICES SHALL BE RETRACTABLE, SHALL BE INSTALLED ON THE INTERIOR OF THE WINDOW OR DOOR FRAMES, AND SHALL BE RETRACTED AT ALL TIMES DURING WHICH THE BUILDING IS OPEN FOR BUSINESS. A BUILDING PERMIT SHALL BE REQUIRED PRIOR TO INSTALLATION OF SECURITY BARS, GRILLES OR SIMILAR DEVICES.

DESIGN REVIEW COMMITTEE MEMBERSHIP

D-1, Downtown District

1168.12 PROCEDURE.

(a) The provisions of any other part of these Codified Ordinances notwithstanding, before the issuance of any building permit or zoning certificate, the Design Review Committee shall review the plans to ensure that the proposed project complies with the Design Guidelines set forth in this chapter. The Design Review Committee shall recommend to the Planning Commission their findings of a project review. They may recommend alternatives or modifications to a plan. The Planning Commission shall review all plans detailing the matters described in this chapter to determine compliance with the provisions of this chapter and to fulfill the purposes stated in Section 1168.01.

(b) The Design Review Committee shall have thirty days in order to accomplish the review required. The Committee shall have thirty days after the plans are submitted to the Planning Department to review the plans for guideline compliance.

(c) There shall be created a Design Review Committee consisting of nine members to be determined as follows:

- (1) One member shall be appointed by a majority vote of Council from among its membership. Such member may be removed from the Committee, without cause, by a majority vote of the Council members;
- (2) One member shall be appointed by a majority vote of the Planning Commission from among its members. Such member may be removed from the Committee, without cause, by a majority vote of the Planning Commission;
- (3) One member shall be the Director of the **Planning-DEVELOPMENT SERVICES** Department, or a staff representative appointed by the **Planning DEVELOPMENT SERVICES** Director;

- (4) One member shall be the City's Building Division Superintendent; (Ord. 130-94. Passed 9-26-94.)
- (5) One member shall be a ~~N~~ **citizen ELECTOR** at large ~~from the citizenry.~~ This member shall be appointed by ~~the City Manager and is subject to confirmation by~~ City Council. Such member shall have no financial interests to ~~Town Center D-1, DOWNTOWN DISTRICT~~ businesses or residences. The **citizen ELECTOR** at large member shall serve for a two year term. (Ord. 154-96. Passed 10-15-96.)
- (6) ~~Four~~ **TWO** members shall be business owners or operators from the ~~four Town Center D-1, DOWNTOWN DISTRICT, quadrants. One person representing each quadrant.~~ These members shall be appointed by ~~the City Manager and are subject to confirmation by~~ CITY Council. The **quadrant D-1, DOWNTOWN DISTRICT BUSINESS** members shall serve for overlapping terms of two years each. ~~, except that the members first appointed shall serve for the following terms of office: two quadrant members shall serve for one year and the other two members serve for two year terms; and thereafter, each member shall serve for a term of two years.~~
- (7) **TWO MEMBERS SHALL BE BUSINESS OWNERS OR OPERATORS FROM THE D-1, DOWNTOWN DISTRICT OR SHALL BE ELECTORS AT LARGE. THESE MEMBERS SHALL BE APPOINTED BY CITY COUNCIL. THE D-1, DOWNTOWN DISTRICT BUSINESS MEMBERS SHALL SERVE FOR OVERLAPPING TERMS OF TWO YEARS EACH.**

CLINICS

C-2, Central Business District

1159.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops, department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.
- (c) Office. Business and/or professional offices; office buildings.
- (d) Bank. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants and Fast Food Restaurants. Restaurants and fast food restaurants

provided the principal building is distant not less than 100 feet from a principal structure in any A or R District. This subsection does not include drive-through facilities.

- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibrations; photographic studios, dancing studios, radio and telecasting studios and the like.
- (g) Printing and Related Trade. Publishing, job printing, lithographing and blueprinting, etc.
- ~~(h) Clinic.~~
(Ord. 89-15. Passed 10-13-15.)

1159.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the C-1 District, except as modified herein.
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29.1) except bank drive-thru facilities which are a principal permitted use.
- (e) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises but not within 100 feet of a principal structure located in any A or R District.
- (f) Motor Vehicle Service. Motor vehicle service facility.
(Ord. 89-15. Passed 10-13-15.)
- (g) **CLINIC**.

D-1, Downtown District

1168.02 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided in Chapter 1198.

- (a) General. Any use permitted and as regulated in the C-1 District, except as modified herein and except that no residential uses are permitted.
- (b) Retail and Service. Art and antique shops, artist supply stores, interior decorating shops, furniture and appliance stores, self-service laundries, dry cleaning shops,

department stores, variety and dime stores, dry goods and apparel stores, laundry pick-up stores, supermarkets.

- (c) Office. Business and/or professional offices; office buildings.
- (d) Financial. Banks, savings and loans and other similar financial organizations with or without drive-through facilities.
- (e) Restaurants. Restaurants without drive-through facilities.
- (f) School and Studio. Trade or business schools provided machinery which is used for instruction purposes is not objectionable due to noise, fumes, smoke, odor or vibration; photographic studios, dancing studios, radio and telecasting studios and the like.
- (g) Printing and Related Trade. Publishing, job printing, lithographing and blueprinting, etc.
- ~~(h) Clinic.~~
~~(Ord. 36-13. Passed 4-22-13.)~~

1168.03 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Restaurants. Restaurants as defined in Section 1133.01(70.1).
- (b) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses, but not including any use which is first permitted or which is not permitted in the C-3 District.
- (c) Veterinary Hospital or Clinic. Veterinary hospitals and clinics, excluding any outside kennels, cages, exercise runs or keeping of animals.
- (d) Drive-thru Facilities. Any establishment with drive-thru facilities as defined in Section 1133.01(29) except bank drive-thru facilities which are a principal permitted use. This is defined as an operation where transfer of goods and services to the customer is designed to be done while the customer remains in the vehicle.
- (e) Institutional. Schools and colleges for academic instruction, ~~and churches,~~
~~AND including~~ church schools.
- (f) Fruit and Vegetable Stores.
- (g) Entertainment. Night clubs, game rooms, theaters, billiard parlors, bowling alleys, teen clubs, taverns and similar enterprises, but not within 100 feet of any R District and subject to all applicable regulations and such permits as may be required by law.
- (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy.
- (i) Motor Vehicle Fuel Dispensing Facility.
- (j) Motor Vehicle Service. Motor vehicle service facility.
- (k) Day Care Center.
(Ord. 89-15. Passed 10-13-15.)
- (l) CLINIC.**

C-4, Commercial Transition District

1179.01 PRINCIPAL PERMITTED USES.

No building, structure or land shall be erected, altered, enlarged or used which is arranged or designed for other than one of the following uses, except as provided herein and in Chapter 1198.

- (a) Residential. One family dwellings included rooming and boarding houses and tourist homes.
- (b) Institutional. Colleges, churches and church schools, libraries, museums, schools, seminaries, ~~health-clinics, hospitals~~, art galleries, day care centers and retirement centers.
- (c) Offices. ~~Medical and~~ Dental offices, banks, savings and loans, business and professional offices, government offices, religious and public institution offices, offices of interior decorators, architects and engineers.
- (d) Retail Businesses. Art and antique shops, art supply stores, dry goods and survival gear sales, furniture and appliance stores, florist, garden supply stores, hardware stores, paint stores, variety and dime stores and mail order stores.
- (e) Service Type Businesses. Barber shops, beauty parlors, dancing and art studios, drug stores and pharmacies, dry cleaning outlet stores, funeral parlors, paper hanging shops, photographic studios, publishing operations.
(Ord. 94-84. Passed 7-9-84.)

1179.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) Service Type Businesses. Blueprinting, job printing, lithographic services, radio and television telecasting, trade and business schools, restaurants, plumbing shops and electric repair operations.
- (b) Parking Facilities. Public parking area subject to the provisions of Chapters 1183 and 1189.
- (c) Public Utility Facility.
- (d) Light Manufacturing. Production of goods on a limited basis, done by no more than two people, unless additional people are authorized by the Commission, as a craft or specialty trade and not to be a major production and distribution operation. This may include production of musical and technical instruments, pottery, rugs, clothes, stained and blown glass and any other items which shall constitute a non-objectionable use per Section 1179.04(d).
- (e) Retail and Service. Any other retail business or service establishment or use which is determined by the Commission to be of the same general character as the above principal permitted uses.
(Ord. 94-84. Passed 7-9-84.)
- (f) CLINIC.

CHURCH AS A CONDITIONAL USE IN THE C-1 AND D-1 DISTRICTS

C-1, Neighborhood Business District

1157.02 CONDITIONAL USES.

The following uses shall be permitted only if expressly authorized by the Planning Commission.

- (a) General. All conditional uses permitted and as regulated in the R-1 District except as modified herein.
- (b) Restaurant. Restaurants as defined in Section 1133.01(70.1).
- (c) Clinic.
- (d) Retail and Service. Any retail business or service establishment not a principal permitted use and which is determined by the Commission to be of the same general character as one of the principal permitted uses; but not including those uses which are first permitted, or are not permitted, in the C-3 District, unless demonstrated as necessary for normal day-to-day needs.
- (e) Institutional. Schools and colleges for academic instruction, and churches, **AND including** church schools.
- (f) Motor Vehicle Fuel Dispensing Facility. (Ord. 94-84. Passed 7-9-84.)
- (g) Fruit and Vegetable Stores. (Ord. 103-84. Passed 8-13-84.)
- (h) Wind Turbines. An alternative energy device designed to harness the natural wind currents to produce energy. (Ord. 98-10. Passed 11-8-10.)

D-1, Downtown District

See Modification under Conditional Uses on Page 1 – Section 1168.03(e).

HEIGHT REGULATIONS IN THE C-2, D-1, AND D-1A ZONING DISTRICTS

C-2, Central Business District

1159.07 HEIGHT REGULATIONS.

NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR 40 FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.

D-1, Downtown District

1168.07 LOT AREA, FRONTAGE, **HEIGHT REGULATIONS** AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

- (a) Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

	<u>Lot Area</u> (Sq. Ft.)	<u>Lot Frontage</u> (Feet)	<u>Front Yard Depth</u> (Feet)	<u>Side Yard Width</u> (Feet)	<u>Rear Yard Depth</u> (Feet)
Nonresidential uses	10,000	75	25	None; except when adjoining an A or R District; then no less than ten feet.	None; except when adjoining an A or R District; then no less than ten feet.
<u>Residential</u>	Prohibited				

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

- (b) **HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.**

D-1A, Downtown District Modified

1174.05 LOT AREA, FRONTAGE, **HEIGHT REGULATIONS** AND YARD REQUIREMENTS.

The following minimum requirements shall be observed, except as provided in Chapter 1180.

- (a) Lots legally existing at the time of application of this chapter to such lots shall be considered legal conforming lots and shall not be classified as a nonconforming use. Lots created subsequent to the application of this chapter to the property must conform to the provisions of this chapter.

	<u>Lot Area</u> (Sq.Ft.)	<u>Lot Frontage</u> (Feet)	<u>Front Yard Depth</u> (Feet)	<u>Side Yard</u> <u>Width</u> (Feet)	<u>Rear Yard</u> <u>Depth</u> (Feet)
Non-residential uses	10,000	None	90	None; except when adjoining an A or R District; then no less than ten feet.	None; except when adjoining an A or R District; then no less than ten feet.

Screening and Buffering

<u>Zone</u>	<u>Use</u>	<u>Buffering (Horizontal Dimension)</u>	<u>Screening (Vertical Screen Dimension)</u>
D-1A	Business	25' adjoining A and R Districts	6' adjoining A and R Districts

(Ord. 46-95. Passed 4-24-95.)

- (b) Residential Prohibited.
- (c) **HEIGHT REGULATIONS. NO PRINCIPAL OR ACCESSORY STRUCTURE SHALL EXCEED A HEIGHT OF THREE STORIES OR FORTY FEET, WHICHEVER IS LOWER, EXCEPT AS PROVIDED IN SECTION 1180.02 AND EXCEPT WHEN EXPRESSLY AUTHORIZED AS A CONDITIONAL USE BY PLANNING COMMISSION.**

City of Fairfield, Ohio City Council Meeting Communication

Date: 9-26-16

Item:

An ordinance authorizing the City Manager to execute the FY 2017 Community Development Block Grant (CDBG) application.

Financial Impact:

The requested grant allocation is for \$112,100. The CDBG Cooperation Agreement between the City of Fairfield and Butler County entitles Fairfield to no less than 10% of the CDBG funds the County receives in that program year. Ten percent of the allocation for 2017 is estimated to be \$112,780.

Synopsis:

The proposed project is to replace the existing playground equipment, which is over 25 years old and in disrepair with new and updated equipment in Good Neighbors Park.

Background:

The CBDG is a source of funding to support areas that are designated as Low to Moderate Income (LMI) such as this neighborhood. The proposed play equipment meets the national objective of benefitting a low to moderate income neighborhood.

Recommendation:

It is recommended that City Council authorize the City Manager to execute the FY 2017 CDBG application which is due to Butler County by November 3, 2016.

Legislative Actions:

Rules Suspension and Adoption Requested? No.

Emergency Provision Needed? No.

Prepared by: Eric Dawson (Planning Manager)

Approved for Content by: _____

Financial Review (where applicable): Mary Hyma

Legal Review (where applicable): John A. Clemmons

Accepted for Council Agenda: Eric Dawson



Dixie Hwy

Symmes

Gail

Slade

Good Neighbors Park

McGreevy

Walker

Shady Ln

Fairfield Ave

Antioch Dr

Antioch Dr



A PLAYCORE Company

c/o David Williams & Associates, Inc.
P.O. Box 208 Harrison, OH 45030
800-762-7936 Toll Free
330-821-4505 Fax
www.davidwilliamsassociates.com

QUOTE #44641

09/14/2016

City of Fairfield - Good Neighbor Park

Fairfield, City of
Attn: Bob Schappacher
411 Wessel Drive
Fairfield, OH 45014-4999
Phone: 513-867-5348
Fax: 513-867-6070
bschappacher@fairfield-city.org

Project #: P20827
Ship To Zip: 45014

Table with 5 columns: Quantity, Part #, Description, Unit Price, Amount. Rows include items like Gametime - PrimeTime Play Structure, Freestanding Play Components, 4-Bay Xscape Swing, GT Impax wood fiber, and Playground Border.

Total Amount: \$112,075.92

Pricing valid for 30 days. Please request a new price after that time. Our quotation is based on shipment of all items at one time to a single destination, unless otherwise noted, and changes are subject to price adjustment.

Payment terms: Payment in full, net 30 days subject to credit approval. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment will be invoiced separately from other services and shall be payable in advance of those services and project completion.

To order: Please complete the acceptance portion of this quotation and provide color selections, purchase order copy and other key information requested.

This quote does not include any state or local sales taxes. Sales tax will be added to the order if required, unless otherwise noted.

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Please issue one purchase order for the equipment and a separate purchase order for surfacing and/or equipment installation services.

GameTime Shipping Time: Standard shipping time for GameTime is 21-28 days. Allow an additional 4-7 days for transit.

Short Ship Claims: Purchaser has 14 days from receipt of equipment to file a short ship report in writing to our office. Company reserves right to not honor claims made after this time.

GTImpax Engineered Wood Fiber Delivery Time: Typical lead time for delivery is minimum 2 weeks. Delivery is based on a single delivery to one location per truck, additional drops not included unless specifically noted above. Please confirm current delivery time when placing order. Note: Delayed shipping permitted up to 4 months, at which time surfacing needs to be delivered or paid in full.

Bulk material ships via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWF directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative.



Neighbors Park

Fairfield, OH



DAVID
WILLIAMS
ASSOCIATES

Parks and Recreation Equipment

1-800-762-7936 ~ www.davidwilliamsassociates.com

Game

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE FY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION AND AGREEMENT AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to execute the FY 2017 Community Development Block Grant (CDBG) application and agreement in accordance with the application and agreement on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the application must be filed by November 3, 2016; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	Emergency _____
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Ben Mann

From: Omar.Abu-Hajar@dot.ohio.gov
Sent: Tuesday, September 06, 2016 1:50 PM
To: bungardcd@allianceoh.gov; slahrmer@amberleyvillage.org; utilities3@amherstohio.org; kremser.shane@ashland-ohio.com; lratermann@ashtabulacity.com; astone@ci.athens.oh.us; rknopf@cityofavon.com; jrreitz@avonlake.org; balticvillage@roadrunner.com; Mvinay@cityofbarberton.com; mohler1773@roadrunner.com; sthomas@cityofbayvillage.com; dale.pekarek@beachwoodohio.com; moorman@ci.beavercreek.oh.us; bierut@cvelimited.com; scottporter.bellairegov@outlook.com; m.schlagheck@cityofbellbrook.org; kevin.scagnetti@cityofbellevue.com; Mayor@bellvilleohio.net; belpremayor@wirefire.com; tarmagno@cityofberea.org; showard@blanchester.org; mehaffiej@bluffton-ohio.com; dgkrock@bostonheightsvillage.com; keaton@brookvilleohio.com; rcummins@brunswick.oh.us; blclerk@roadrunner.com; ssd@cityofbucyrusoh.us; incometax@neo.rr.com; camb-engr@cambridgeoh.org; vocadm@udata.com; scallahan@carlisleoh.org; Pterrell@cedarville.us; ssdir@celinaohio.org; DSpitler@centervilleohio.gov; ben@chagrin-falls.org; rsharpe@chardon.cc; tom.day@ci.chillicothe.oh.us; Valerie.Goeller@ci.circleville.oh.us; wagner.doug@att.net; Rose@Clayton.OH.US; amannarino@clvhts.com; pfiser@clydeohio.org; lwillard@cityofcolumbiana.org; cgadmin@q1.net; pwd3@suite224.net; villageofcorning@sbcglobal.net; mmilliron@crestlineoh.com; administrator@crooksville.com; engineering@cityofcf.com; lrausch@cityofdefiance.com; bferrigno@delawareohio.net; sgeorge@cityofdelphos.com; Bpeebles@villageofdelta.org; dennmayor@att.net; deshclerk@embarqmail.com; dave.douglas@doverohio.com; dturner@eastcleveland.org; elcowan@gmail.com; ep-manager@comcast.net; Rimmerfrm@hotmail.com; butler@englewood.oh.us; don.oconnor@ci.fairborn.oh.us; Ben Mann; statene@ci.fairlawn.oh.us; sblue@villageoffayette.com; swilson@findlayohio.com; rdiller@fortrecovery.org; cityengineer@fostoriaohio.gov; slewis@franklinohio.org; tfredericksen@fremontohio.org; Robert.Priestas@gahanna.gov; nicoleward@ci.galion.oh.us; streets@genevaohio.com; yoderj@poggemeyer.com; jlambert@cityofgirard.com; lrokey@glendaleohio.org; glousterwe@nelsonvillev.com; villageadmin@villageofgreenwich.com; hamlermayor@gmail.com; dkibler@neo.rr.com; jgroff@heathohio.gov; wsnyder@villageofholgate.com; maintenance@hollandohio.com; rbergman@hhoh.org; tsheridan@hudson.oh.us; cgibboney@cityofhuron.org; rammdo@independenceohio.org; irondalevillage@gmail.com; mayor@ironton-ohio.com; wsheward@jacksonohio.us; bowlingj@kent-ohio.org; 1ssd@windstream.net; mnoland@ci.lancaster.oh.us; dowens@lebanonohio.gov; administrator@leetonia.org; kirk.niemeyer@cityhall.lima.oh.us; davidk@lockland.com; jmosier@ci.london.oh.us; planningzoning@lordstownvillage.cc; C.Young@Loudonville-oh.us; citymanager@louisvilleohio.org; cklopfenstein@lovelandoh.com; rbianchi@ci.mansfield.oh.us; MantuaSD@sbcglobal.net; joetucker@mariettaoh.net; servicedirectorcbennett@gmail.com; jhoyt@marysvilleohio.org; kseiler@masonoh.org; kdylewski@massillonohio.com; camp-joe@maumee.org; ppatton@medinaoh.org; swiger@cityofmentor.com; Metamora@embarqmail.com; Bob.Stanley@CityofMiamisburg.org; dweir@middlefieldohio.com; robertn@cityofmiddletown.org; ngiardina@middlefieldohio.com; mid453@yahoo.com; bwhite@milfordohio.org; dharp@ci.minerva.oh.us; admin@mingojct.us; brockb@monroeohio.org; briblet@ci.montgomery.oh.us; chaught@moraineoh.org; engineer@mountvernonohio.org; clulfs@napoleonohio.com; citymanger@cityofnelsonville.com; bmorehead@newarkohio.net;

To: mayor@newcomerstownoh.com; nladmin@rrohio.com; nladmin@newlondonohio.com; jzucal@newphilaoh.com; groberts@newrichmond.org; nwwater@newwashington.us; shanepatrone@yahoo.com; jbenekos@northcantonohio.com; swangler@nridgeville.org; Engineer@norwalkoh.com; ssd@norwood-ohio.com; RRoberts@cityofoberlin.com; ltimmer@ontarioohio.org; rshultz@ci.oregon.oh.us; swheeler@orrville.com; thompsonm@ottawahills.org; vpopescu@cityofoxford.org; rlesiecki@painesville.com; dneff@neff-assoc.com; john.grosse@stantec.com; villpeeb@bright.net; wsheehy@cvelimited.com; ddariano@ci.perrysburg.oh.us; STourville@pickerington.net; administrator@villageofpioneer.com; jjordan@plain-city.com; cweghorst@portsmouthoh.org; bob.finnery@ci.ravenna.oh.us; dcourtney@readingohio.org; epepper@krockesser.com; mmiller@riverside.oh.us; rpd43777@sbcglobal.net; roswellvillage@aol.com; Administrator@russiaoh.com; salinevillemayor@yahoo.com; aklein@ci.sandusky.oh.us; service@sevenhillsohio.org; msoos@comcast.net; JKempe@cityofsharonville.com; joegies@shelbyohio.org; RMagoto@SidneyOH.com; ablackley@hovancsek.com; schapman@spencervilleoh.com; elmer@cityofspringboro.com; jagricola@springdale.org; jonnacronebaugh@yahoo.com; chris.thompson@strongsville.org; gstjohn@midohio.twcbc.com; jgoch@villageofswantonohio.us; kaller@cityofsylvania.com; tmitchel@cityofwch.com; Dennis.Richardson@cityofwauseon.com; wellstonengr1@midohio.twcbc.com; Administrator@wellsvilleohio.us; servicedir@westcarrollton.org; susan.banbury@westerville.org; MLivojevic@tiffinohio.gov; donnellyj@tippcity.net; ts@brdband.com; rshooper@embarqmail.com; dhines@trotwood.org; Jill.Rhodes@troyohio.gov; amohr@twinsburg.oh.us; xvmayor@att.net; jthiel@uaoh.net; webmonkey@valleyviewohio.org; bgalvin@vandaliaohio.org; blawson@vanwert.org; malloym@ksassociates.com; ttucker@wadsworthcity.org; stuckyd@waltonhillsohio.gov; mruck@wapakoneta.net; pmakosky@warren.org; Zach.Woodruff@whitehall-oh.us; jdaugherty@whitehouseoh.gov; PDiFranco@RLBA.com; BShidaker@Wilmingtonoh.org; rkobilarcsik@woosteroh.com; cberger@ci.xenia.oh.us; yorkvillesewage@frontier.com; CSaunders@coz.org; dgalli@cityofbayvillage.com; nickb@bedfordheights.gov; D.wilson@cityofbellbrook.org; b.goncy@bostonheightsvillage.com; Wright@BrookvilleOhio.com; dcasson@carlisleoh.org; RJames@centervilleohio.gov; david@chagrin-falls.org; phornyak@chardon.cc; john.ankrom@ci.circleville.oh.us; jsexton@clayton.oh.us; service@cityofcf.com; dallen@villageofdelta.org; pschmelzer@findlayohio.com; tomoleary@ci.galion.oh.us; kgladden@genoahio.org; awhite@cityofhuron.org; dkennedy@lovelandoh.com; tinalones@mariettaoh.net; jezak-john@maumee.org; cvance6977@gmail.com; scottt@cityofmiddletown.org; arthurd@monroeohio.org; dkennedy@newrichmond.org; citymgr@painesville.com; buckles@parmaheightsoh.gov; bking@ci.pataskala.oh.us; flewis@portsmouthoh.org; troth@ci.sandusky.oh.us; GClough@Sidneyoh.com; brediger@midohio.twcbc.com; jpalmer@uaoh.net; Ray.Ogden@whitehall-oh.us; natecatania@willoughbyhills-oh.gov; closser3@comcast.net

Subject: RE: Municipal Bridge Inspection Program Renewal

Please note the correction. February 2016 should be rather November 2016.

Dear Sir/ Madam:

The current bridge inspection programing is about to end in December 2016, so ODOT is in the process of renewing this program for three more years. It will be for the inspections done in 2017, 2018, and 2019. We are hiring four consultants to perform similar tasks as before, such as bridge inspections, load ratings, and any other requirements set by FHWA in the 23 metrics. We will need a new legislation to renew the agreement between ODOT and your municipality, please see the consent form provided in the attachment. Please have it filled out, signed by the Mayor and

Council, and return it to my attention to secure the signature from our Director. We will send you back a signed copy for your records. Included in the attachments with this email are the consultant Scope of Services by ODOT and the NBIS Oversight Program by FHWA. Please see attachments for reference to these documents.

To track progress, please respond to this email indicating your wish to remain in this program and have the signed legislation returned by mail or email within the month of February, 2016. Respectfully.

Regards,

Omar Abu-Hajar, P.E.
Local Bridge Program Manager
Ohio Department of Transportation
3rd Floor - Mail Stop 5180
1980 West Broad Street
Columbus, Ohio 43223
omar.abu-hajar@dot.ohio.gov
Tel: 614-387-1257
Fax: 614-887-4047

**GENERAL ENGINEERING SERVICES
Central Office, Office of Structural Engineering
Scope of Services**

The CONSULTANT may be required to perform the following services on a task order type basis for bridges designated by regulation or by agreement as City or Village inspection responsibility. Consultants must be prequalified for Level 1 Bridge Inspection services, which may include but are not limited to the following:

Task 1 - Scour Tasks

- Task 1A - Scour Critical Assessment
- Task 1B - Scour Plan-of-Action
- Task 1C – Scour Analysis

Task 2 - Load Rating Tasks

- Task 2A - Field Measurements for Load Rating
- Task 2B - Load Rating Calculations

Task 3 – SMS Structure Inventory and Review

Task 4 – Inspection Procedures

- Task 4A - Fracture Critical Plan
- Task 4B – Underwater Inspection Procedures

Task 5 - Bridge Inspection

- Task 5A – Routine Bridge Inspection
- Task 5B – Fracture Critical Inspection
- Task 5C – Underwater Dive Inspection

Services shall be conducted in accordance with the following:

- ODOT Manual of Bridge Inspection, Latest Version
- Hydraulic Engineering Circulars 18, 20 and 23
- The Manual for Bridge Evaluation, Second Edition 2013 interim with revisions, AASHTO Publication
- Bridge Inspector's Reference Manual, FHWA NHI Publication Number: 12-049, Publication Year: 2012
- Underwater Bridge Inspection, FHWA Publication Number: FHWA NHI-10-027, Publication Year: 2010
- ODOT SMS Bridge and Inventory Coding Guide, Latest Version
- ODOT Bridge Design Manual, Latest Version

All work shall be performed on an actual cost basis. The CONSULTANT shall maintain a project cost accounting system that will segregate costs for individual task orders.

The duration of the agreement will be thirty-six (36) months from the authorization date of the agreement.

The Department will be performing an annual Quality Assurance Review (QAR) for each selected consultant in accordance with Manual of Bridge Inspection to ensure accuracy and consistency of the inspection and documentation in SMS. This typically includes an office and field review.

The project will be divided in to four (4) sub-projects (SP). A CONSULTANT will be selected for each sub-project. Municipalities opted into the previous inspection program will have the option to renew their legislation. The sub-projects have the following general geographic areas, category characteristics, and maximum contract values for the municipalities with with municipal inspection responsibility obtained from SMS data as of July 2016:

Project: SP01 - District (1, 2, &3), Total Structures = 406*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	157	149	21	0	327
Multi-Span	20	19	27	13	79
Culvert	116	33	0	0	149
Truss	0	7	14	0	3
Underwater Inspection	0	0	0	0	0
Fracture Critical Inspection	0	2	2	0	4

* Level 1 bridge inspection structures

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Project: SP02 - District (4, 11, &12), Total Structures = 211*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	70	71	20	0	161
Multi-Span	6	7	22	15	50
Culvert	51	23	1	0	75
Truss	13	12	38	0	6
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	1	4	0	5

* Level 1 Bridge Inspection structures

Project: SP03 - District (5, 6, &10), Total Structures = 285*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	104	99	24	0	227
Multi-Span	4	6	31	17	58
Culvert	72	32	4	0	108
Truss	0	0	54	0	7
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	0	7	0	7

* Level 1 bridge inspection structures

Project: SP04 - District (7, 8 &9), Total Structures = 377*

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	121	118	22	0	261
Multi-Span	23	44	37	12	116
Culvert	109	86	4	0	199
Truss	0	7	21	12	5
Underwater Inspection	0	0	1	0	1
Fracture Critical Inspection	0	2	3	1	6

* Level 1 bridge inspection structures

Please note that the total number of structure types is estimated based on current SMS data and may be adjusted when tasks are assigned. The estimated annual contract price value for each sub-project is as follows:

SP01 \$280,000
SP02 \$200,000
SP03 \$230,000
SP04 \$290,000

CONSULTANT shall clearly designate in the letter of intent the SP(s) they wish to be considered for.

Three (3) copies of the letter of intent shall be submitted. The letter of intent shall demonstrate that the CONSULTANT has a clear understanding of the scope of services.

Price Proposal Due Date: **//****

UNDERSTANDING

1. Inspections shall be completed by firms prequalified with ODOT for Level 1 bridge inspection with full time staff according to Manual of Bridge Inspection.
2. All reports and records compiled under this agreement shall become the property of the City or Village and shall be housed in the City or Village. ODOT shall receive an electronic copy of plans, analysis files, reports and other items mentioned below.
 - a) CONSULTANT shall perform all applicable updates to SMS with new or revised information for structure inventory and appraisal data, inspections, scour, fracture critical members, and load ratings.
 - b) CONSULTANT shall submit copies of all reports and calculations electronically, or in hard copies when requested, to the City or Village for inclusion in their bridge records.
 - c) This includes, as applicable, a printed copy of the inspection report, Scour Plan-of-Action, Fracture Critical Plan, load rating report, gusset plate analysis, inspection procedures, and field measurement notes, digital pictures as well as a reproducible digital data file (.pdf, .doc, and .xls formats).
3. Copies of all transmittal letters related to this Task Order shall be submitted to Central Office, Office of Structural Engineering.
 - a) When required, CONSULTANTS shall locate the original construction plans, as-built, and shop drawings from archive locations specified by the municipality and upload them onto SMS.

Services to be furnished by CONSULTANT may include:

TASK 1 - SCOUR TASKS

Task 1A – Scour Critical Susceptibility NBIS Item 113) - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection. Deliverables include field notes, a completed Scour Critical Assessment Checklist as per Appendix I of the 2014 Manual of Bridge Inspection, and any other reference material needed for the bridge owner to properly maintain their bridge files.

Task 1B - Scour Plan-of-Action - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection Appendix H for the scope of this task. Deliverables include a completed Scour Plan-of-Action, field notes, calculations, and any other reference material needed by bridge owner to maintain bridge files.

TASK 2 – LOAD RATING TASKS

Task 2A - Field Measurements for Load Rating - Should no plans exist or if additional information is required, each main member shall be field measured for load rating. The condition of the member should be noted on the field documentation. All measurements shall be included in the load rating report.

Task 2B - Load Rating Calculations – A bridge carrying vehicular traffic shall be rated to determine the safe load carrying capacity. The CONSULTANT shall review existing bridge plans and inspection reports and other inspection information such as photographs and estimates of section loss for bridge members and connections. The analysis for existing structures shall be performed for AASHTO HS20-44 [MS 18] (truck, lane, & military) loading for both inventory and operating levels, and for the four Ohio Legal Loads including the special hauling vehicles (2F1, 3F1, 4F1, and 5C1, SU4, SU5, SU6, SU7, and NRL) at operating level. The CONSULTANT shall try to complete the load rating analysis utilizing BrR (Virtis) at first. Hand-calculations or Spreadsheets if BrR is not applicable. The BrR analysis file, other load rating files, and BR100 shall be included with the submittal to OSE.

The inventory and operating ratings shall be coded as per the most recent version of the ODOT Bridge Inventory Coding Guide. Update SMS Inventory with the load rating results and upload BR100 pdf file.

The electronic deliverable shall include if applicable an Excel spreadsheet or other files used for analysis for each bridge which shall include the member areas, member capacities both with and without section loss, influence lines (can be the ordinates or graph of the lines), dead loads and dead load stresses in members, live loads and live

load stresses in members for all truck loadings and the load ratings of the members. Truck loadings to be used for the ratings are specified in BDM Section 900.

The Load Rating Report shall be prepared by a registered or non-registered engineer and it shall be checked, signed, sealed and dated by an Ohio Registered Professional Engineer.

The Load Rating Report shall explain the method used to calculate the load rating of each bridge.

AASHTO Load Factor Rating (LFR) shall be utilized for all bridges not designed by Load and Resistance Factor Design. AASHTO Load and Resistance Factor Rating (LRFR) shall be utilized for all structures designed for HL93 loading.

Load Rating Report Submittal to the City or Village shall include:

- a. Two (2) printed copies and one electronic pdf copy of the Load Rating Report for each bridge.
- b. Final summary of inventory and operating ratings for each member and the overall ratings of the structure shall be presented for each live load truck. An acceptable format is ODOT form BR-100.
- c. Analysis program input files. Both input and output files shall be submitted when programs other than BrR or spreadsheets are used.
- d. All calculations related to the load rating.

TASK 3 – SMS STRUCTURE INVENTORY AND REVIEW

The scope of this task includes a limited review of the structure inventory data in the ODOT SMS. In general, the CONSULTANT shall review specific existing ODOT bridge inventory records (as provided by the City and approved by ODOT) of the designated bridge. The CONSULTANT may download the inventory report, which contains inventory data for each bridge on file with ODOT from the ODOT website. The CONSULTANT shall verify this data and determine if the ODOT SMS structure file information needs changing. If no changes are necessary then no SMS inventory needs to be filled out. If changes are necessary, the scope of this task shall also include completing and filing inventory updates (and supplements, as needed) in SMS. The CONSULTANT shall refer to the ODOT Office of Structural Engineering Inventory and Coding Guide of SMS for inventory coding details.

TASK 4 – INSPECTION PROCEDURES

Task 4A – Fracture Critical Plan – A Fracture Critical Member Plan and inspection procedure shall be developed and updated. For more details, refer to Chapter 4: Inspection Types in the Manual of Bridge Inspection. It shall include:

1. Sketches of the superstructure with locations of all fatigue and fracture prone details identified.
 - a. Use framing plan or schematic with detail locations labeled and a legend explaining each labeled item on the scheme.
 - b. Use an elevation view for trusses.
 - c. Classify similar fatigue/fracture prone details as types (e.g. end of partial cover plate).
2. A table or location of important structural details indicating:
 - a. Type of detail (e.g. end of partial cover plate, short web gap, etc.)
 - b. Location of each occurrence of detail
 - c. AASHTO Fatigue Category of detail
 - d. Identify retrofits previously installed
3. Risk Factors Influencing the inspector access.

Photos and sketches shall be properly referenced. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

Task 4B – Underwater Inspection Procedures – An underwater inspection procedure shall be developed. For more details, refer to Chapter 4: Underwater Inspections in the Manual of Bridge Inspection.

TASK 5 – BRIDGE INSPECTION

Task 5A – Routine Bridge Inspection (SMS Input) - Perform a routine field inspection of the structure to determine the general condition. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task. Section 1111 of the Moving Ahead for Progress in the 21st Century Act (MAP-21) modified 23 U.S.C.144, requires Ohio to report bridge element level data for NBIS bridges on the National Highway System (NHS) to FHWA. A condition rating or element level inspection will be assigned. This task includes: Condition Rating Inspection for non-NBI structures, Condition Rating Inspection for NBI structures, and Element Level Inspection for NBI classified as NHS.

Task 5B – Fracture Critical Inspection - Perform a fracture critical field inspection of fracture critical items. The CONSULTANT shall update the FCM inspection procedure with current photos and descriptions. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

Task 5C – Underwater Dive Inspection – Perform Underwater/ In-Water inspection of substructure units according to the cycle shown in SMS. Emergency underwater inspection may arise for specific structures over the duration of the contract period. Work shall be done in accordance with the reference manuals and inspection procedure. Scour risk shall be evaluated after field and data collection.

Agreement Administration Procedures

- I. Type I Task Order Notification and Authorization Procedures for task orders less than \$10,000 with a well-defined scope of services**
 - A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services.
 - B. Central Office will authorize the CONSULTANT to perform the task by standard authorization letter that includes:
 1. A detailed scope of services for the task order.
 2. The completion time from authorization.
 3. The maximum compensation (including net fee).
 - a. The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

- II. Type II Task Order Proposal Request, Review and Authorization Procedures for task orders greater than \$10,000**
 - A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services
 - B. Central Office will prepare a request for a task order proposal in the format included herein and transmit it to the CONSULTANT. Review of the task order request and task order proposal preparation are allowable costs and shall be shown as a separate line item in the proposal.
 - C. Standard Proposal Format - Each Task Order Proposal shall include the following elements:
 1. Letter of transmittal with reference to include:
 - a. Central Office General Engineering Services Agreement
 - b. PID No.
 - c. Agreement No.
 - d. Task Order No.The project for which the task order is being performed shall NOT be in the letter of transmittal reference, but shall be referenced in the body of the letter.
 2. All other proposal requirements shall conform to Chapter 6, Price Proposals for Agreements and Modifications, of the current Specifications for Consulting Services.
 3. Appendix A of the CONSULTANT's proposal shall include the task order proposal request transmitted to the CONSULTANT by the District.
 - D. Central Office will review the CONSULTANT's proposal for:
 1. Adherence to submittal requirements.
 2. Compliance with the scope of services.
 3. Mathematical accuracy.
 4. Labor hours and rates.
 5. Net fee percentage.
 - E. Central Office will resolve any issues with the CONSULTANT and obtain a revised proposal (if necessary).
 - F. Central Office will authorize the CONSULTANT to proceed with the task.

III. Task Order Identification and Numbering

- A. The task order numbering system shall be a three component series consisting of the Sub-Project (SP) number assigned to each consultant under this PID, second number is for the year, third is for sequential number of task orders.
 - 1. For example, the first task order issued in in 2017 for SP01 is SP01-2017(1).
 - a. Continuing task orders on that project would be numbered SP01-2017(2).
 - 2. A new task order number shall be assigned rather than increase the fee of an existing task order.

IV. Invoice and Project Schedule Requirements

- A. The CONSULTANT shall provide monthly invoices and project schedules in the format transmitted with the executed agreement. Each invoice shall include all task orders authorized, a summary of the total amount authorized, the total amount invoiced and appropriate project schedules.

Authorization to Proceed - Type I Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number (FIPS Code) - (Number)

Dear Consultant:

Effective this date you are hereby authorized to proceed with the subject task order.

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the Agency (attached)

Additional Scope of Services Notes

Task Order Completion Time

___ days from Notice to Proceed.

Prime Compensation

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. _____, as follows:

Actual costs plus a net fee. The Maximum Prime Compensation shall not exceed _____ (\$ _____). The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

Request for Task Order Proposal - Type II Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number SP0X - (Number)

Dear Consultant:

Please provide a cost proposal for the subject task order as follows:

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the State (attached)

Additional Scope of Services Notes

Task Order Completion Time

___ days from Notice to Proceed.

Due date for Cost Proposal:

**General Engineering Services Scope of Services
Central Office, Office of Structural Engineering
PID No. 102554**

Please submit your proposal to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

If you have any questions or comments regarding this request, please contact this office prior to submitting your proposal.

Respectfully,

Attachments:

cc: file

Authorization to Proceed - Type II Task Order

Consultant Name and Address

Re: Central Office, Office of Structural Engineering
General Engineering Services Agreement
PID No.
Agreement No.
Task Order Number SP0X-(Number)

Dear Consultant:

Reference is made to your task order proposal dated _____, requesting compensation for the identified task.

Effective this date you are hereby authorized to proceed with the subject task order.

Prime Compensation

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. _____, as follows:

Actual costs plus a net fee of _____ (\$ _____). The maximum prime compensation shall not exceed _____ (\$ _____).

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

Omar.Abu-Hajar@dot.ohio.gov

Office of Structural Engineering
Ohio Department of Transportation
1980 West Broad Street
3rd Floor - Mail Stop 5180
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

PRELIMINARY LEGISLATION

Consent

Rev. 6/26/00

Ordinance/Resolution # : _____

PID No. : 102554

County/Route/Section : _____

The following is a/an _____ enacted by the _____ of _____
(Ordinance/Resolution) (Local Public Agency)
County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

SECTION I – Project Description

WHEREAS, the (LPA) has determined the need for the described project:

Bridge Inspection Program Services, including, but not limited to bridge load rating calculations, scour assessments, bridge inspections, and fracture critical plan development.

NOW THEREFORE, be it ordained by the _____ of _____ County, Ohio.
(LPA)

SECTION II – Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

SECTION III – Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

The State shall assume and bear 100% of all of the cost for Bridge Inspection Program Services requested by the City and agreed to by the State. Eligible Bridge Inspection Services are described in the Consultant's Scope of Services Task Order Contract (Exhibit A).

The LPA agrees to pay 100% of the cost of those features which are not included in Exhibit A.

SECTION IV – Utilities and Right-of-Way Statement

The LPA agrees that all right-of-way required for the described project will be made available in accordance with current State and Federal regulations.

SECTION V Authority to Sign

I, _____ of said _____ is hereby empowered on behalf of the
(Contractual Agent) (LPA)
_____ to enter into contracts with the Director of Transportation which is necessary to
(LPA)
complete the above described project.

Passed: _____, 2 _____.
(Date)

Attested: _____
(Clerk)

(Contractual Agent of LPA – title)

Attested: _____
(Title)

(President of Council)

The _____ is hereby declared to be an emergency measure to expedite the highway project and
(Ordinance/Resolution)
to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**CERTIFICATE OF COPY
STATE OF OHIO**

_____ of _____ County, Ohio
(LPA)

I, _____, as Clerk of the _____
(LPA)
of _____ County, Ohio, do hereby certify that the foregoing is a true and correct copy of
_____ adopted by the legislative Authority of the said
(Ordinance/Resolution)

_____ on the _____ day of _____, 2____.
(LPA)

That the publication of such _____ has been made and certified of record according to
(Ordinance/Resolution)

Law; that no proceedings looking to a referendum upon such _____ have been taken;
(Ordinance/Resolution)

and that such _____ and certificate of publication thereof are of record in _____,
Page _____.
(Record No.) (Ordinance/Resolution)

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable,
this _____ day of _____ 2____.

(Clerk)

(CITY SEAL)

_____ of _____ County, Ohio
(LPA)

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.)

The foregoing is accepted as a basis for proceeding with the project herein described.
For the _____ of _____ County, Ohio.
(LPA)

Attested: _____ Date _____
(Contractual Agent)



For the State of Ohio

Attested: _____ Date _____
(Director, Ohio Department of Transportation)

CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM:

October 24, 2016

Request for appropriation for non-contractual agenda items

FINANCIAL IMPACT:

73,150.00 from noted funding source

SYNOPSIS:

The following appropriations have been requested:

- \$33,150 for new mobile web platform, website and associated services;
- \$29,500 for leak detection locating correlator equipment for Water Division;
- \$7,000 for replacement PC, wheel kit and new nozzle for Wastewater Division's CCTV truck, CCTV independent wheeled camera transporter and GapVax sewer cleaning truck;
- \$3,500 for replacement of Sanitary Lift Station Level Transmitters for Wastewater Division.

BACKGROUND:

Please refer to specific Council Communications dated October 24, 2016 for a description of these items.

RECOMMENDATIONS:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		yes	If yes, explain no above
	Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		yes	If yes, explain no above

Prepared by: *Michelle Wilson*

Approved for Content by: *Michelle Wilson*

Financial Review (where applicable) by: *May Dept*

Legal Review (where applicable) by: *John H. Clammons*

Accepted by Council Agenda: *Michelle Wilson*

**CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION**

ITEM:

DATE: 10/24/16

Appropriation for a new mobile web platform, website and associated services.

FINANCIAL IMPACT:

An appropriation from the Capital Improvement Program in the amount of \$33,150.00 to CivicPlus from project CMO-16-009.

BACKGROUND:

The City's website is due for a major upgrade and enhancement. In addition, the design of a mobile application will allow for greater access and engagement opportunities for citizens/guests using mobile devices. After receiving and reviewing six (6) submittals to the City's request for proposals (RFP) issued in August of this year, City Administration has selected CivicPlus to assist with the creation, hosting and support services for the new website and mobile platform. The new site will be designed and hosted by CivicPlus and managed by the Communications Manager and various members from each department. A summary of the submittals are included below:

Company	Contact Name	1st year cost	Annual ongoing cost
Civic Plus	Luis Martinez	\$33,150.00	\$7,450.00
E-Gov Link	Mike Gruber	\$42,550.00	\$3,000.00
American Eagle	Gerardo Orlando	\$343,000.00 + app	\$2,500.00
Civic Live	N/A	\$46,775.00	\$7,900.00
Granicus	Erin English	\$23,010.00*	\$7,560.00
Arranged Elements	Thommy Long	\$22,000.00	\$3,600.00

* Approximate cost. Packages were proposed à la carte.

RECOMMENDATION:

It is recommended that City Council authorize and direct the preparation of legislation for the aforementioned appropriation from the Capital Improvement Program and suspend the rules requiring a second and third reading.

LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested? **yes** **no** **If yes, explain above.**

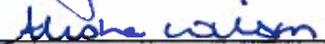
Emergency Provision Needed? **yes** **no** **If yes, explain above.**

Prepared by:  Greg Preece, Assistant City Manager

Approved for Content by:  Greg Preece, Assistant City Manager

Financial Review (where applicable):  Mary I. Hopton, Finance Director

Legal Review (where applicable):  John H. Clemmons, Law Director

Accepted for Council Agenda:  Alisha A. Wilson, Clerk of Council

Achieve More

FAIRFIELD, OHIO

Website Redesign

Luis Martinez

Regional Sales Manager



CivicPlus

302 South 4th Street, Suite 500
Manhattan, Kansas 66502
888-228-2233

September 2, 2016

302 South 4th Street, Suite 500
Manhattan, Kansas 66502
888-228-2233



Jenny Dexter
Communication Manager
City of Fairfield
5350 Pleasant Avenue
Fairfield, OH 45014

RE: Website Redesign

Dear Ms. Dexter and/or Selection Committee:

Meeting the expectations of citizens is at the core of civic responsibility. Finding that perfect blend of functionality, ease of maintenance and citizen engagement can be daunting. Fairfield's "what I want, when I need it" population is all about digital and timely responses. Saving time and money and increasing citizen satisfaction is every government entity's goal. How do you achieve both? It's easy with CivicPlus—we help you achieve your vision of success.

Our company is passionate about our mission to help make local government better. We know we aren't just designing a website, we are helping build a trusted and long-term relationship between you and your community through our state-of-the-art technology and process. Collaborating with you throughout the process ensures we deliver the right solution, housed within a sophisticated and custom design that captures the culture of your community.

We know that Fairfield is unique with your own set of values and goals. We don't offer cookie-cutter solutions - we tailor our solutions to meet your specific needs. With CivicPlus as your partner, you'll receive:

- A one-of-a-kind design that captures your community's unique qualities
- 40+ modules with all of the features and functionality you need most
- Dedicated project manager and designer to guide you through the development process
- Content migration and optimization to ensure your information is ready at Go Live
- 24/7/365 support
- Secure hosting and maintenance to keep your investment safe and current

Your new site will be developed on the most robust and flexible content management system available. Our CivicEngage is an easy-to-use suite of cloud-based tools built specifically for local government that will help you evolve your web presence. You'll be able to inform and empower your citizens and staff in more efficient ways. Easier for you, easier for them.



CivicPlus will deliver a website that conveys your look (through a custom design), with the functionality you need to communicate your message effectively (with Notify Me and CivicSend), and encourage engagement for all visitors (WCAG 2.0 Level A & AA Accessibility standards), among all the other features and functionalities built in to CivicEngage and CivicPlus websites.

Please review our proposal closely. We encourage you to contact the references we've included and discover what their experiences are working with CivicPlus. Want to see more? We have about 2,200 sites we can share with you. A Fairfield and CivicPlus partnership will save you time and money and will deliver your community a website they can find what they need, when they need it.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Luis Martinez'.



Luis Martinez
Regional Sales Manager
martinez@civicplus.com
Direct Line 785-370-2520

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Project Approach

Fairfield's proactive vision to develop a user-friendly, self-service government web environment for its community and employees is commendable. You should have complete confidence that the firm you choose to achieve your vision and create your website is the right choice. Becoming your strategic, trusted partner is paramount to the professionals at CivicPlus.

Although you currently have a capable web presence, it's time for a new look with better functionality. CivicPlus will help you re-envision, re-new and re-invigorate your website. Working closely with you, we will assist in designing a new look, updated usability, accessibility and quality for the delivery and exchange of information for your audience.



Executive Summary

- **DEDICATED PROJECT TEAM**

A specialized team of experts will assist you throughout the development process including a project manager, an art director, content developers and a trainer/consultant.

- **CUSTOMIZED TRAINING**

Through three days of interactive virtual instruction, our trainers will ensure your staff gains the confidence to effectively and easily maintain your new website with our WYSIWYG live editing tools and intuitive user interface.

- **DESIGN ESSENTIALS**

These design tools within CivicEngage allow your staff to build, modify and manage your website's look and feel within the design and structure parameters of your website.

- **CIVICSEND**

Our integrated e-communication platform easily sends emails, texts and social media updates in visually rich, mobile responsive and easily customizable templates through a single interface.

- **CIVICMOBILE APP**

Put the power of your CivicPlus site in the hands of your citizens with push notifications and automatic updates synced in real time with your website.

- **CIVICMEDIA**

Engage your citizens through easy-to-use live streaming capabilities and accessible on-demand videos integrated with the CivicEngage CMS.

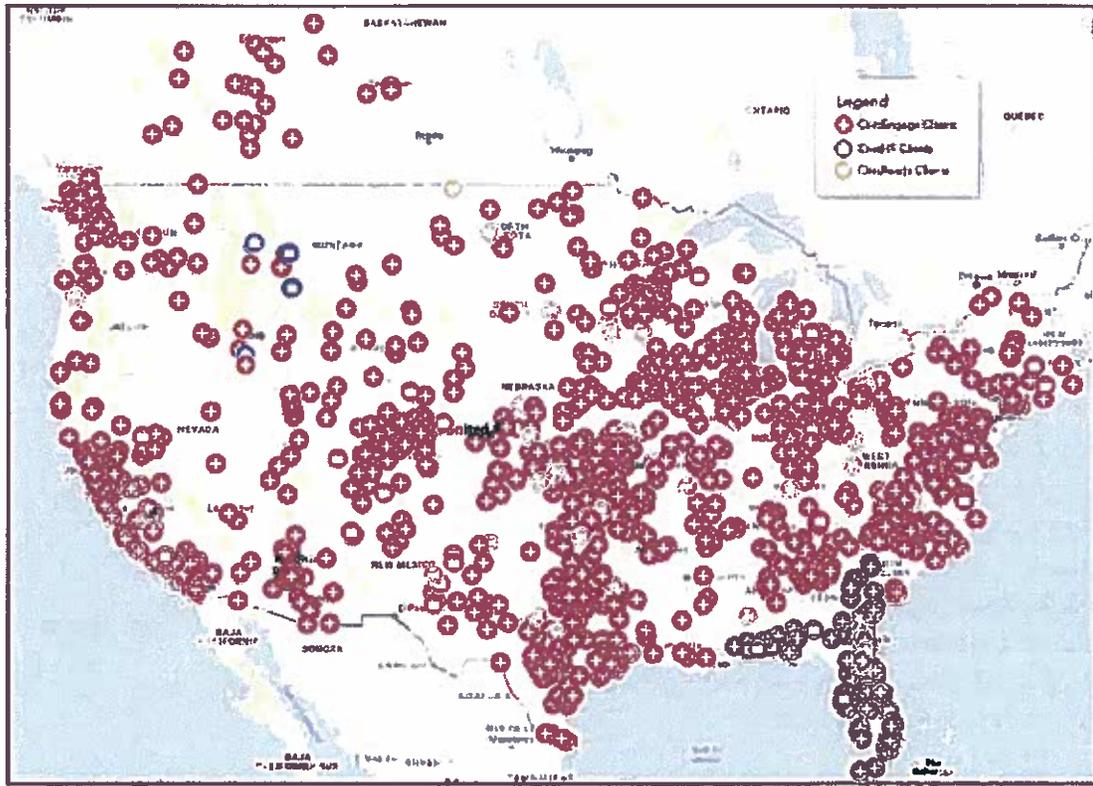
- **GUARANTEED REDESIGN**

At the end of your fourth year of continuous service with us, you're eligible to receive a basic website redesign with no further out-of-pocket expense. Your website stays current and doesn't need to be rebuilt from the ground up.



We set high standards for local government websites knowing that technology and trends are always changing. With CivicEngage, we'll automatically update your system to keep pace with industry improvements, security enhancements, and your visitors' changing needs.

CivicPlus Communities



The CivicPlus commitment to setting the standard in website design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology.

CivicPlus began almost 20 years ago in Manhattan, Kansas by our founder and Chairman of the Board, Ward Morgan. We are still headquartered in this vibrant university town where our team of over 200 professionals develop and deliver superior web technology as well as human resources efficiency and emergency mass notification solutions for our clients.

Our expertise in helping local governments engage with citizens began its focus in 1998 by harnessing the power of the internet. We've steadily grown and honed our skills working with organizations across the US and Canada, by helping them streamline daily work and better inform and connect their communities. We're the only provider with a professional consulting team comprised of experts with more than 20 years of experience in the industry.

Project Team

A dedicated project team will assist you throughout the development process to ensure your project's success and your complete satisfaction.

From project management, design and development to training and support, our professional staff ensures the success of your website. Our expert project leaders will coordinate your needs with qualified specialists who will work directly with you throughout your project development and beyond.

CivicPlus' project development approach has been proven successful in the launching of over 2,200 government-related websites. As a part of that successful process, it is our policy to assign individual team members at the project start. Your individual, dedicated team members will be determined just prior to Kickoff so we can be sure they will be available to begin your project immediately and work directly with you throughout the entire process. This process helps ensure we deliver the attention and effort you need and deserve to create a website that achieves your vision of success.



Adam Block – Manager of Project Administration

Adam leads our project management team. This team oversees inter-departmental and client interactions assuring that your project will be developed in a timely manner by professional website experts. Using their knowledge of effective online citizen engagement techniques, they will keep the process moving smoothly from phase to phase.



Jessica Jones – Manager of Content Development

Jessica's goal is to help make your website convey the messages you need. She heads our content development department. She will assign a team of developers to help you develop and maintain quality content for your site and keep your project on schedule.



Jim Flynn – Chief Systems Architect

Jim coordinates and manages our in-house experts on the technical aspects of your project development. His team will develop your new website so it delivers the functionality and integration you need. Jim also leads our hosting and security services to ensure your new website is safe, maintained, and remains updated.

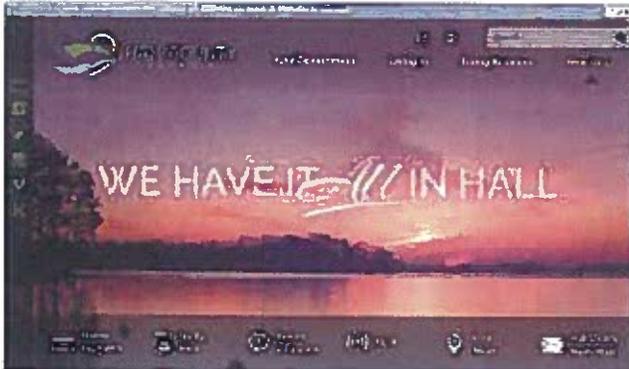
Experience & References

We have assisted more than 2,200 clients throughout the United States, Australia and Canada with the design, implementation and hosting of new, engaging, innovative and functional websites. Included are just a few examples of relevant sites, similar in scope to your project, which we have designed. But don't take our word for the success of these sites. Contact our clients and let them tell you about their experiences working with CivicPlus. Want to see more? Just let us know...we have about 2,200 we can share with you!

Design Examples



Hall County, Georgia



www.hallcounty.org

Springfield, Missouri



www.springfieldmo.gov

Greenville Zoo, South Carolina



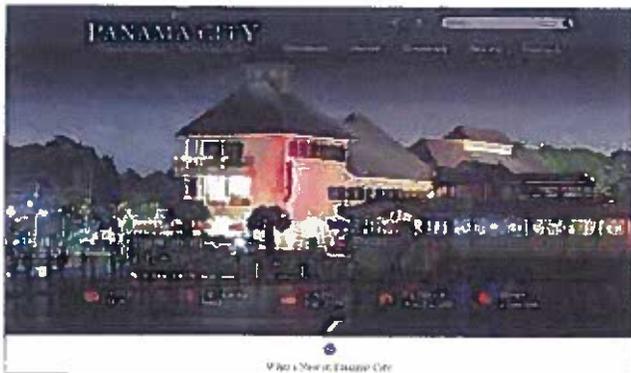
www.greenvillezoo.com

Dallas Parks & Recreation, Texas



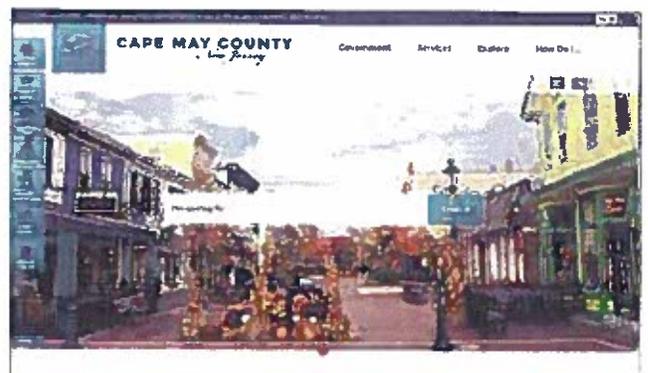
www.dallasparks.org

Panama City, Florida



www.pcgov.org

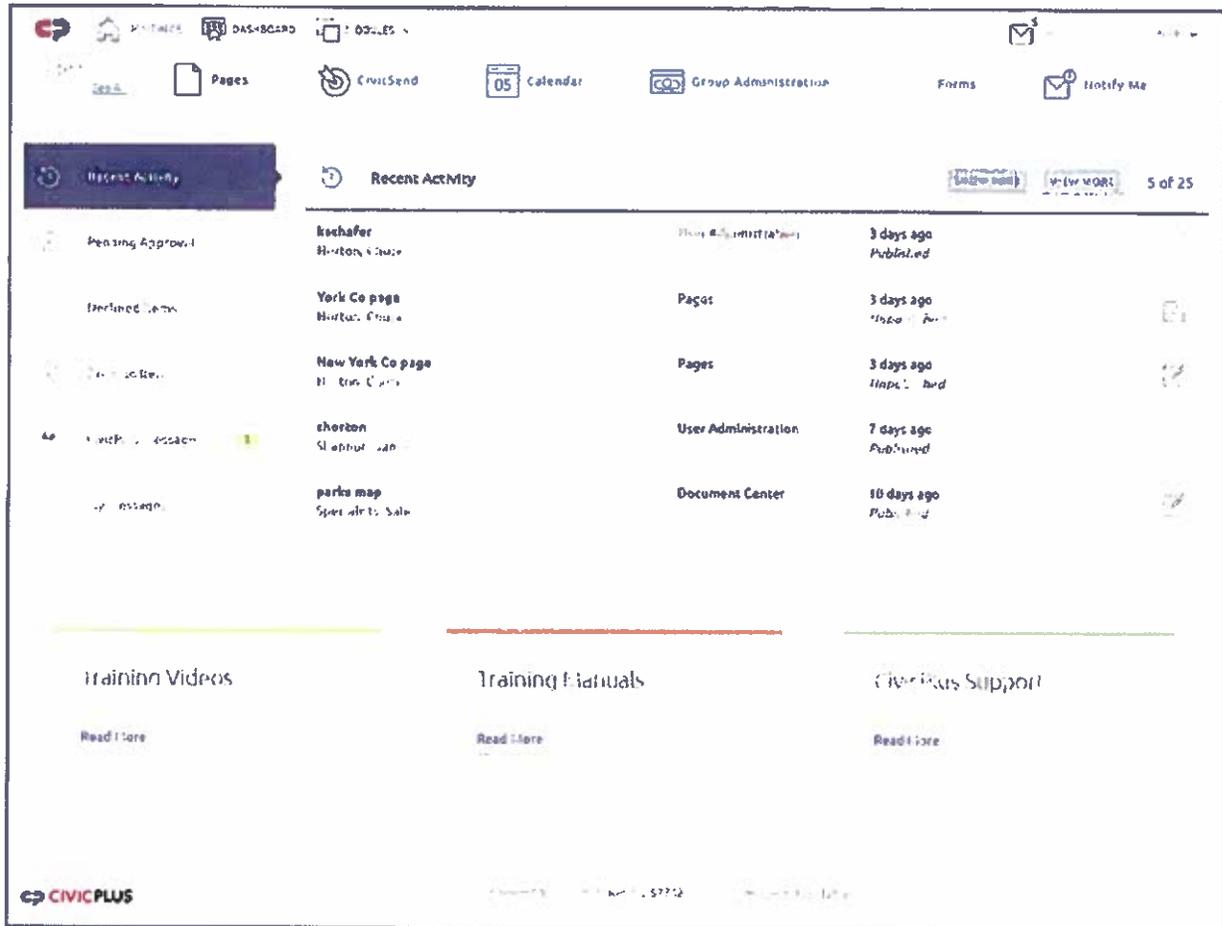
Cape May County, New Jersey



www.capemaycountynj.gov



User Interface



CivicEngage's intuitive interface empowers your staff in more efficient ways. Based on client input and extensive testing, the CivicPlus team has created a clean, crisp updated look-and-feel for the admin-side of CivicEngage. It's sleek and streamlined, designed specifically to make your job easier.



Features & Functionality

Gov 2.0 & Social Networking

CivicPlus understands the importance of Gov 2.0 and how social networking sites like Facebook and Twitter help governments connect with their residents in unique and innovative ways. We are dedicated to helping our clients integrate their web content into dynamic social media sites that easily drive citizens to more information.

CivicPlus can sync your website to your Facebook and Twitter profiles to automatically publish news, notices, and calendar events from one central location. Other social networking sites (such as LinkedIn, YouTube, Pinterest, etc.) can have feeds displayed on any page of your site and can be featured on your website with links to your profiles.

Administrative Features

Instantaneous Updates – Once published, updates are posted to the live site in real time.

Browser Based – No installation of programs or software needed! Your staff can update the site from an internet connection or platform (Mac or PC) at any time.

Mobile Updates – Immediately upgrade your site from any location using your tablet or phone.

Pending Approval Items – Direct access to a queue of pending items to be published or reviewed by the administrator upon login.

Site Search and Search Log – Powerful site search automatically indexes all content making it easy for visitors to find information. A log of all words that have been searched by visitors is kept, allowing you to update highly searched information and feature key items.

Automatic Alt Tags – Built-in features ensure your site is Section 508 compliant without having to know the requirements.

Bad Links Identifier – This module creates a list of the broken links on your site when they are accessed.

Content Creation – CivicEngage makes it easy to add new content, edit old content, and keep page layout consistent through use of our What You See Is What You Get (WYSIWYG) editor. Content changes will not affect the design - site breadcrumbs, page structure and sitemaps will dynamically update upon publishing. With mega menus and drop-down, pop-out menu functionality, you can essentially get to any page on your website within a single click if desired!

Content Scheduling – Material throughout the entire system can be set to auto-publish, auto-expire or can be manually retired.



Features & Functionality

Link Redirects – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>. A more intuitive approach to help visitors find particular pages.

Maps – Help website users find commonly requested information such as bus routes, highways, tourist attractions, education information, major employers, or demographics. Maps can be simple, clickable maps, using our Image Map Editor, or more sophisticated JavaScript or Flash (additional fees required for JavaScript or Flash development).

Printer Friendly – Our printer friendly functionality does separate critical content from the site template to provide a clean print without menu structure and banner information included.

RSS Feeds – RSS stands for Real Simple Syndication and in short, it brings your site to the people. After signing up, they receive email notifications of the latest news updates.

Supported Browsers – CivicPlus websites are viewable in all common browsers. We optimize them for administrative use with Windows 2000+ and in the two most recent versions of major browsers including: Internet Explorer, Firefox, Safari and Chrome.

Website Statistics – Administrators will be trained on the use and analysis of web statistics, provided through Google Analytics.

Application Programming Interfaces

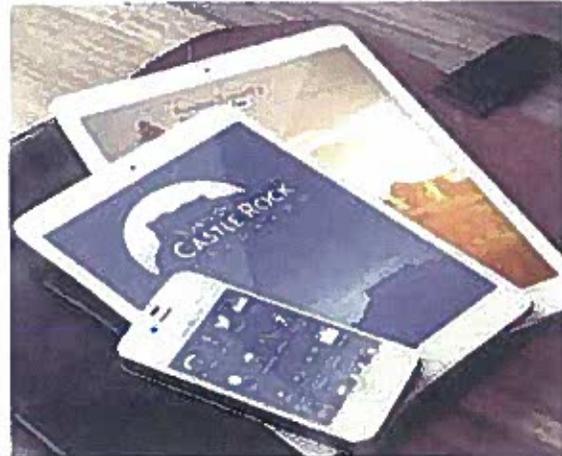
We have nearly a dozen application programming interfaces (APIs) throughout the system and continue to build more to make integrations with our CivicEngage CMS and disparate applications as straightforward as possible. It's this "open architecture" approach that allows your IT staff and programmers to spend time creating applications and systems that are specific to your community's needs and tie them into the site, using the site itself as a sturdy platform on which to build.



CivicMobile

The CivicMobile App is designed to look and work great on both iOS and Android mobile devices. Developed with both end users and admins in mind, CivicMobile will keep your users informed in a timely manner and your staff more efficient with content and alert scheduling capabilities. Through integration with Notify Me, your citizens are able to receive updates across all of their mobile devices with push notifications.

Your mobile app will sync with your website, keeping your mobile site users up to date with the most current information – without the need to duplicate your staff's work. In addition, our professional staff makes sure the system stays up-to-date with hardware and software upgrades. This will ensure a system that is always optimized, secure and problem-free.



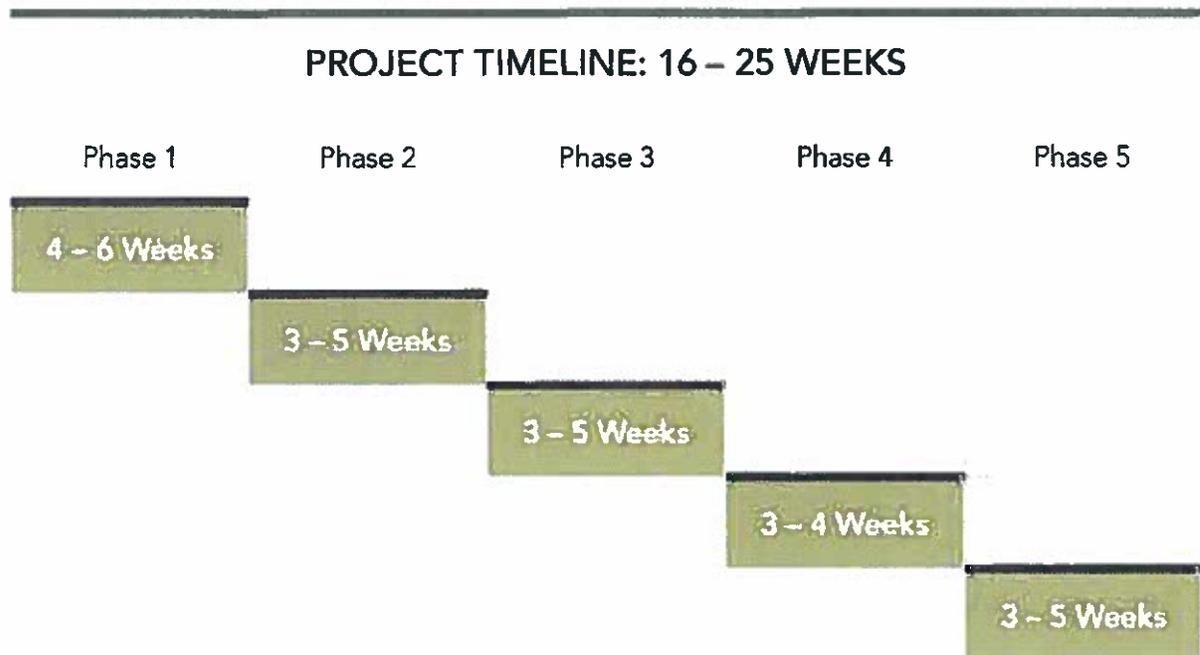
We work closely with our clients to match the aesthetics of their application – from the splash screen to the background imagery to the banner – with their website to create a polished and seamless theme across the different media with which your site visitors are interacting with you.

What do you get?

- Choose to include up to 18 modules
- Include up to six web links for easy integration with any mobile-friendly web page
- Link to social media accounts (Facebook,® Twitter,® and YouTube®)
- Choose your own app name

Project Timeline

Consulting, design, usability guidance, programming, secure hosting and dedicated training - CivicPlus delivers all of this and more during the development of your new website.



Project Phase Descriptions



Kick-Off Meeting

During the initial kick-off meeting, you will meet your project manager to establish your project timeline, review the startup kit and discuss the takeaway items that need to be completed. Your project manager will discuss the implications of deadlines and the expectations required to keep the project on track.

Project Phase Descriptions



Phase 3: Website Reveal

Your Project Team will present your layout, functionality and design for your home page, internal page and menu styling based on your goals, our recommendations and our combined vision.

CONTENT DEVELOPMENT

During the Kick-Off Meeting and Phase 1 your staff has the role of updating the content on your current primary site. While you are making design decisions, our content development team will optimize and reorganize your content based on CivicPlus best practices. Content from sites other than the primary site can be migrated to the new primary site for an additional fee.

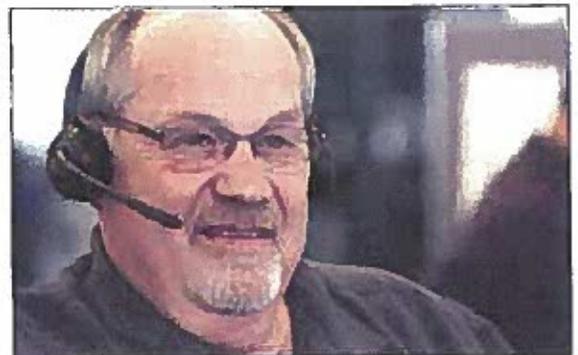
DESIGN REVIEW

You will have the opportunity to evaluate and collaborate with the Project Team on proposed changes. You can revise your design composition up to the deadline that you and your project manager agree upon during the timeline meeting (the average client requests a total of three). After that deadline, your project's Go Live date will be adjusted. Following design approval and functionality development, we conduct a review to ensure your expectations are met and website best practices are upheld.

ACCESSIBILITY COMPLIANCE

Our designers and programmers automatically implement all the accessibility features necessary to ensure your site is compliant with accessibility standards outlined within Section 508 and WCAB Level A & AA. We will make recommendations on best practices for keeping your content accessible and available for all users by ensuring that, among other things:

- All menu items are clickable
- Submenus display throughout the site
- Alt tags are used for images
- Site maps are dynamically generated
- Documents and links can be set to open in the same window



Your Role

We will need your help to create the strongest possible website for your community. During the process, you will have homework. Yes, homework! We will need you to:

✓ ASSESS YOUR CURRENT WEBSITE

For the best consulting experience possible the following takeaways need to be completed prior to your consulting:

- **Functionality and Design Form** – Prior to starting this form, research other websites that you like based on functionality and design elements. Provide URLs and specifics about what you like. This form also asks for details on your community's tagline, logo and branding.
- **Web Team Form** – Prior to starting this form, please have an understanding of your project goals, focus and expectations. This allows your CivicPlus project team to develop a site specific to your needs and lays the foundation for developing a highly functional information architecture.
- **Content Form** – The information that you provide on this form will also help our content development professionals to assess your wants and needs.

✓ CLEAN HOUSE AND UPDATE CONTENT

We will need you to update the content on your current primary live website. This step is critical to guaranteeing the information available is relevant, fresh and on-point. Your staff should delete any pages from your current website that you no longer want or need and ensure the remaining information is

applicable and up-to-date. If you are not able to access your current site, our team will work with you to ensure that your content needs are addressed.

✓ GATHER PHOTOS AND LOGOS

Collect pictures that will be used in the overall design and logos or branding that should remain consistent.

✓ DEPARTMENT LIST

Provide a list of all departments in your organization.

✓ WEBSITE STATISTICS

Provide statistics from your current site for the previous 12 months along with a list of all pages and downloaded documents.

✓ SITE MAP

Provide the outline of your current site's navigational structure.

✓ EXTERNAL APPLICATION LIST

Supply a list of all third-party or in-house applications being utilized.

✓ VERBATIM CONTENT

Compile a list of any content on your current website that must be migrated verbatim to your new site.

✓ UPDATE INTERNET BROWSERS

Ensure you have most up-to-date web browser versions within your organization's computers.

Continuing Service & Support

Once you are part of the CivicPlus family, you will continue to receive both technical and consultative support from our Support and Account Management team.

CONTINUING SERVICE & SUPPORT

CivicPlus won't be with you just for the development, design and launch – we will be here year after year to respond to new needs and new opportunities for you to continue to have the best site possible. We offer all of our clients continuing support and additional advantages as a member of the CivicPlus family.

DEDICATED ACCOUNT MANAGEMENT

CivicPlus has a team of dedicated account managers to help you implement the tools needed to successfully meet the level of community engagement that you desire. Upon website Go Live, you will have a dedicated member of this team to help you keep up on new CivicPlus products and optimize your site. This specialized team member can provide you with further information on how to engage your citizens, utilizing the tools that CivicPlus has put into place on your new website.

AROUND-THE-CLOCK TECHNICAL SUPPORT

Our support personnel are ready to answer your staff members' questions and ensure their confidence in using our site. When you choose CivicPlus, our knowledgeable staff is available from 7 a.m. to 7 p.m. (CST) to field your calls and emails, and emergency services are available after regular hours with our on-call staff 24-hours a day.

In addition to fielding support requests, CivicPlus is proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity and the internet in general, our personnel often identify and correct issues before they even affect our clients' websites. Our expertise in website management provides assurance to our clients that their site is in good hands.



Hosting & Security

CivicPlus protects your investment and takes hosting and security of our client sites seriously.

Redundant power sources and internet access ensures consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. To help ensure your site is protected at the level you need, CivicPlus offers two options for coverage.

INCLUDED HOSTING & SECURITY PACKAGE

Your system is monitored 24/7/365. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled. From our secure data center facilities to constant and vigilant monitoring and updating of your system, including 99.7% guaranteed up-time. We've got you covered.

PLATINUM HOSTING & SECURITY PACKAGE

Ensuring your visitors can access your site and that it continues to be business as usual with the least amount of interruption is attainable through the CivicPlus Platinum hosting and security. Cyber security is a high profile topic that makes the news almost daily. Every industry is a target, including local government. Our Platinum package protects your site through all of our included hosting and security features, but also adds the peace of mind of comprehensive and continuous DDoS protection. Our team has been pressure tested by high-profile events and has the experience and expertise to handle any situation. We've got you covered.

ONGOING PROTECTION SERVICES

If you choose the Included Package and experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options that are available to you at the time of event. Whatever your needs are we have an option that will be a fit for your community.

HOSTING & SECURITY FEATURES	INCLUDED	PLATINUM
Disaster Recovery		
Emergency after-hours support, live agent (24/7)	✓	✓
On-line status monitor by Data Center	✓	✓
Event notification emails	✓	✓
Guaranteed recovery TIME objective (RTO)	8 hours	4 hours
Guaranteed recovery POINT objective (RPO)	24 hours	4 hours
Pre-emptive monitoring for disaster situations	✓	✓
Multiple data centers	✓	✓
Geographically diverse data centers	✓	✓
DDoS Mitigation		
Defined DDoS Attack Process	✓	✓
Identify attack source	✓	✓
Identify type of attack	✓	✓
Monitor attack for threshold* engagement	✓	✓
DDoS Advanced Security Coverage		
Continuous DDoS mitigation coverage	NOT INCLUDED Additional coverage available at time of event. Additional fees will apply.	✓
Content Distribution Network support		✓
Proxy server support		✓
Live User Detection service		✓

***THRESHOLDS:** Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during attack



Scope of Work

KICK-OFF MEETING

Deliverable: Project timeline, budget, scope, start, end, terms, kick-off meeting

- Assign a project manager to your project
- Conduct a project kick-off meeting to review awarded contract
- Establish a communication plan for project duration
- Identify all key internal and external stakeholders
- Develop a project plan and timeline
- Provide project management and support

PHASE 1: WEBSITE OPTIMIZATION

Deliverable: Website optimization meeting

- Provide communication support and status to key stakeholders via email or phone as needed
- Review goals and expectations you submitted on the completed forms to ensure all needs are clearly understood
- Present best practices to enhance your new site

PHASE 2: WEBSITE LAYOUT

Deliverable: Website grayscale layout and mood board color palette presentation

- Present one custom layout in grayscale and one mood board color palette including placement of navigation, graphic buttons and feature areas - based on previously determined goals
- Begin design development once approved

Proposed Cost Estimate

All-Inclusive Pricing

CivicPlus prices on a lump-sum, all-inclusive per project basis. We have found that this type of pricing structure eliminates surprise costs and is overall more cost effective. Our goal is not to "nickel and dime" our clients with hidden fees or hourly rates. We have presented the most cost effective solution while still meeting your needs.

This model of pricing eliminates the uncertainty of paying by the hour and provides you with a concrete price that only varies if additional functionality of work outside of the original project scope is requested. If additional services are requested our clients will receive a lump sum cost estimate for each additional service.



Cost Proposal

Year 2 and Beyond

✔ Annual Hosting/Maintenance Service

(Beginning year 2)

Receive maximum benefit at minimal cost while protecting your investment. Each year of your contract, you'll receive system enhancements, maintenance and optimization and have full access to our support staff so your site stays up-to-date with our latest features and functionality. Your annual services fee includes redundant hosting services, daily backups, extensive disaster recovery plans, 24/7 support, software maintenance, system enhancements, recurring training, and access to the CivicPlus community. Annual Hosting/Maintenance Services are subject to a cumulative annual 5% technology fee increase beginning Year 3 (for non-CPA payment projects) and beyond.

Annual Hosting
& Maintenance
(Beginning year 2)

\$7,450

✔ CivicPlus Redesign Guarantee

At the end of your third year of continuous service with us, you are eligible to receive a basic website redesign with no further out-of-pocket expense. Your website stays current and doesn't need to be re-built from the ground up again!



Alternate Payment Plan

The CivicPlus Advantage (CPA) provides zero interest, level payments that divides the Total Investment - Year One expense of your project over the first three (3) years of your contract. Each payment also includes your Annual Hosting/Maintenance Services. Our CivicPlus Advantage payment plan lowers your initial "out of pocket" expenses dramatically.

1st Year CPA Payment	\$16,017
2nd Year CPA Payment	\$16,017
3rd Year CPA Payment	\$16,017
4th Year Annual + 5% Technology Fee	\$7,823

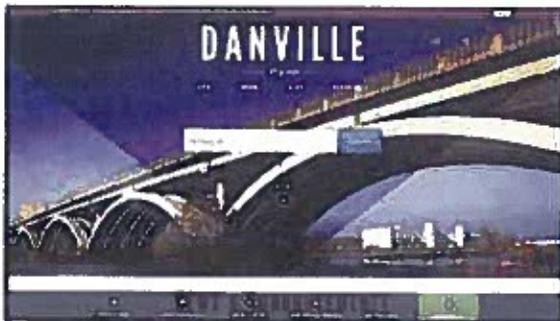
Optional Enhancements

FUNCTIONALITY OPTIONS	ONE-TIME	ANNUAL
Premium Subsite - No annual fee in the first year; annual fees starts in second year. Subsite training may be purchased if desired for an additional fee.	\$8,000	\$1,575

SUBSITE PACKAGE INCLUDES:

- Administrative access separate from the parent site administration
- Unique and permanent URL
- Completely custom design
- Parent site modules and development process
- Shared site search with the parent site (if desired)
- Your own global navigation and menus
- Unique graphical buttons
- 20 pages of content development by CivicPlus' content experts

PARENT SITES



City of Danville, VA
www.danvilleva.gov



City of Greenville, SC
www.greenvilleesc.gov

SUBSITES



City of Danville Parks & Recreation, VA
www.playdanvilleva.com



Greenville Zoo, SC
www.greenvillezoo.com



36 South 27th Street Camp Hill Pennsylvania 17011

QUOTATION #Fairfield.8.29.16

Company: City of Fairfield/Andy Eddy

Date: 8/29/2016

Item #1:

Gutermann AQ 620L Laptop Leak Locating Correlator: Includes communication link, A and B sensors, antennae /w extensions, stereo headphones, ruggedized windows tablet, software, carry case, 1 day of on site training.

QUOTE: \$25,000.

Optional: (not included in above quote) pair of stainless steel hydrophones \$2,000.

Quotation does not include shipping.

Prices are good for 90 days from the date of quote. Delivery 4 to 6 weeks.

Eric Galosi

Commercial Director, Gutermann Inc.

603.204.3232

eric.galosi@gutermann-water.com



World Water Congress & Exhibition
9 - 14 October 2016 • Brisbane • Queensland • Australia



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You are here: [Home](#) » [Products](#) » [Leak Noise Correlators](#) » [AQUASCAN 620L - Laptop Correlator](#)

AQUASCAN 620L - LAPTOP CORRELATOR

Ultra-compact and extremely easy to use – the AQUASCAN 620L laptop correlator utilizing both the legendary, industry-leading cordless AQUASCAN sensor-transmitters and the powerful "Auto Filter" software.

PRODUCT FEATURES

So easy – your child could pinpoint leaks: The AQUASCAN 620L software is based on GUTERMANN's entirely revamped Java-based software platform and provides the same simple and easy to navigate user interface as the top-range correlator model AQUASCAN TM2. It also boasts some of the same features, which make GUTERMANN's latest laptop correlator generation so effective for both experienced operators and relative beginners. The highly sophisticated "Auto Filter" automatically selects the most relevant frequency bands of interest and amplifies them further to generate an accentuated peak. No more playing around with manual filters in order to try to identify possible leak noise sources. No more ambiguity about the existence of a leak. The AQUASCAN 620L does it all for you and can even pinpoint multiple leaks in one correlation.

It's universally applicable and flexible in use: The versatile laptop correlator AQUASCAN 620L is a jack-of-all-trades and your correlator of choice for all standard situations. It achieves strong and accurate results on all materials using its standard AQUASCAN accelerometer sensor-transmitters. If need be, particularly on plastic pipes and bigger diameters, the AQUASCAN 620L can be used in connection with GUTERMANN's stainless steel hydrophone sensors for additional sensitivity in order to achieve even better results. The software runs on any Windows-based computer, whether you prefer a light-weight and low cost ultra-book or tablet or a high-end ruggedized touchscreen computer, both of which can be supplied by GUTERMANN upon request.

Entirely cordless for quick and safe operation: The AQUASCAN 620L builds on the proven cordless sensor technology of the legendary AQUASCAN 610 stand-alone correlator. The combined accelerometer sensor-transmitter units communicate entirely wirelessly with the AQUASCAN laptop link and the laptop computer allowing the operator to close the manhole covers during the correlation work and eliminating the risk of tripping on cables. The only cables that you might ever need during operation are the cables connecting the sensor-transmitter to optional hydrophones. This feature greatly facilitates longer correlation work. It also means that the AQUASCAN 620L complies with the strictest utility and contractor health & safety regulations and public Street Works Acts. Lastly, it means that your work kit is very compact and consists of only few items.

Benefit from the latest software technology: The latest GUTERMANN laptop correlator software builds on the most advanced correlation algorithms

SYSTEM CONFIGURATION

- 1 Correlator receiver (laptop link) with vehicle mount antenna
- 1 Pair of stereo headphones
- 2 Transmitting accelerometer sensors
- 1 12V vehicle charge cable with 3 connectors for receiver and sensors
- 1 110-240V AC adapter
- 1 Operating manual
- 2 Years warranty

Optional Accessories:

- 1 high-end ruggedized Windows tablet PC with touch-screen and two hot-swappable batteries
- 1 low-cost pre-configured laptop
- 1 pair of stainless steel hydrophones
- 1 Correlator kit carry case

DOWNLOADS / LINKS

- » Brochure: [A4 format](#) and [US Letter format](#)
- » [Read testimonial](#)
- » [Request quote](#)

in the industry. The aforementioned "Auto Filter" removes ambiguity and provides quick and automatic results. The "Notch Filtering" function removes electrical mains noises from the sound spectrum, including higher harmonics. The clean and clear correlation screen shows the coherence analysis, the cross-spectrum analysis and the two sensor spectra, all of which can easily be switched on or off on the display at any point in time. Correlation files can be saved and exported for safekeeping, subsequent analysis or re-correlation, or for second opinion by a third-party or GUTERMANN experts. As usual for Gutermann products, the AQUASCAN 620L allows free firmware and software updates for the life of the product.



October 14, 2016

Re: Aquascan 620L

Gutermann, Inc., USA is the distributor and seller of the Gutermann Aquascan 620L

The Aquascan 620L is sold exclusively thru Gutermann, Inc. USA

This correspondence certifies that Gutermann, Inc. USA is the sole source provider of the Aquascan 620L.

All enquiries regarding this certification can be directed to:

Eric Galosi Commercial Director, USA Gutermann, Inc.
36 South 27th Street
Camp Hill, Pennsylvania 17011
Phone+1 888 769 5124
Cell+1 603 204 3232
Fax+1 717 730 2168
eric.galosi@gutermann-water.com
gutermann-water.com



7401 First Place
 Cleveland, Ohio 44146
 800.362.0240 - 440.646.0996
 440.646.9953 Fax
 sales@mtechcompany.com

Quote

Date	Quote #
10/14/2016	107945

Name / Address
Fairfield Wastewater, City of 5350 Pleasant Ave. Fairfield, OH 45014

Customer Contact	
Jason Turner	
Customer Phone	Customer E-mail
513.858.8353	jltuner@fairfield-city.org
Customer Fax	Delivery
513-858-7762	Prepay & Add

Cust. Account #	Sales Rep.	Terms	Quotation Valid	FOB	
M867532	Dan	Net 20	Quotation Valid for 30 days	MTech Warehs	
Qty	Item	Description	UOM	Unit Price	Total
1	228-GN1350	Rack Mount Computer, Monitor, Printer, Keyboard and Mouse	ea	4,900.00	4,900.00
	999-Courtesy Disc.	Ohio State Contract 800489 at 11%		-539.00	-539.00
1	168-WG-1 Descaling Pa...	Warthog Nozzle 1in. * Sewer Nozzle Package Complete (Includes WG-1 Warthog Assy w/ Centralizer; 50-80 gpm. * WG 040-DS-R5 Head. Descaling 3K psi, 1/8in. NPT ports, 50-80 gpm, 1@15°, 2@135°,150° * 4 each AP2 Attack Tip, 1/8 NPT; 3 each GP 025-P2 Hex Socket ...	pk	1,891.00	1,891.00
1	228-WM907	KIT,WHEEL,RUBR,6"LINED P,CPR/LMPII	kt	411.16	411.16
1	999-Handling Charge C...	Cues Handling Charge	ea	8.95	8.95
1	999-Freight Ins Grd	Freight Insured Ground		40.00	40.00
Note			Subtotal	\$6,712.11	
			Sales Tax (0.0%)	\$0.00	
			Total	\$6,712.11	

Signature _____

Please address order to: **Siemens Industry, INC.**

c/o Gilson Engineering Sales Inc
535 Rochester Road
Pittsburgh, PA 15237
412-348-3032 Fax: 412-366-1728

SIEMENS
 Quotation

Quote # 877295230

To: Randy Hassler Phone: 513-858-7760 X
 City of Fairfield Fax: 513-858-7762
 Public Utilities rhassler@fairfield-city.org
 4799 Groh Lane
 Fairfield OH 45014

Ref: DSIII Transmitter with Remote Seal

Thank you for your interest in our products. In accordance with your request,
 we are pleased to submit the following proposal:

Estimate#

CSR#

Date: 9/30/2016

Terms: Net 30 Days

FOB: Springhouse, PA

Validity: 30 Days

Shipment: Prepaid & add

Quoted By: Mike Kovach

Delivery: 3 Weeks

Direct #: 412-3348-3012

Email: mjk@gilsoneng.com

Ship Via: Best Way

Item	Qty	Description	Price Net Ea.
1	1	7MF4033-1CY10-1NC7-Z+B21+Y01+Y15+Y21 - SITRANS P transmitter - DSIII/P410 - series 1 = Meas. cell filling: Silicone oil C = Span: 0.58 to 58.0 psi Y = Wetted parts materials: Seal diaphragm / Connection Shank; Version - for US remote seal 1 = Process connection: Female thread 1/2-14 NPT 0 = Non-wetted parts materials: Housing made of die-cast aluminium 1 = Design: Standard Version N = Hazardous Area Rating: FM/CSA Hazardous Approval; - intrinsically - safe and explosion proof (is + xp) C = Electrical connection/cable inlet: 1/2-14 FNPT 7 = Indicator: with indicator (digital display visible, setting as specified) +B21 = Rating plate inscription (instead of German):English, pressure - units inH2O, psi, etc.	\$1,052.80
2	1	Y01 = 0-18.5' (0-8 PSI) X to Y psi, inH2O, ftH2O...	\$0.00
3	1	Y15 = 7MF40331CY101NC7	\$0.00
4	1	Y21 = PSI	\$0.00
5	1	7MF4810-0TA01 - Direct-Mount Flush or Extended Diaphragm Seal 0 = Process connection: Vertical T = Size and class: 4 inch class 150 A = Diaphragm Material:: SST 316L 0 = Tube length:2): Without tube (standard version) 1 = System fill:: Silicone oil DC200-10	\$1,189.30
		Suitability and or performance of product: Buyer agrees to review all technical data and make final determination as to the suitability of the product for the buyer 's intended application.	\$2,242.10

Please note that electronic (.pdf) copies of manuals can be provided upon request. They are also available for download from the Process Catalog

QUOTATION

October 6, 2016

Fairfield WWTP
Attn: Randy Hassler r_hassler@fairfield-city.org
4799 Groh Lane
Fairfield, OH 45014
Phone: 513-703-7908 Fax: 513-858-7762
Quote: QFAIRFIELDWYER1016

METERS & CONTROLS COMPANY, Inc.
INDUSTRIAL FLOWMETERS, GAS ANALYZERS, LEVEL TRANSMITTERS
800 Compton Road, Unit 8 • Cincinnati, Ohio 45231
513-931-5555 • Fax 513-931-5558
Toll Free 800-745-3569 • Fax 877-931-5558
e-mail: meters5@aol.com www.meters-controls.com

Quantity	Description	Unit Price	Total
1	Submersible <u>Common Purpose</u> Level Transmitter Model PBLT2-10-40 10 PSI Range: 23.09 ft. w.c. 40 ft. cable (ETFE)	\$597.00	
1	P/N A-297 Dessicant Filter for vent tube. Removes humidity for protection of the sensor. Changes color to show saturation.	\$ 19.00	
1	P/N A-625 316 SS Cable Hanger use with NPT option For attaching chain for easy pulling out of application.	\$ 25.00	
1	P/N MPCJR-RC Pump Controller with retransmission of input, 4-20mA Effective Nov.1, 2016 price will be \$437.50	\$424.50	

Our Remit to Address:
P.O. Box 53247
Cincinnati, OH 45253-0247

Invoice by METERS & CONTROLS CO., Inc.
Address any resulting orders to:

METERS & CONTROLS CO., Inc.
800 Compton Road, Unit 8
Cincinnati, OH 45231

Terms: Net 30 days plus 1 ½% per month past due
Subject to credit approval
Prices firm for 30 days
F.O.B. Factory, Freight prepaid and added.
Lead Time: 3 weeks A.R.O.

METERS & CONTROLS CO., INC. makes no warranties, expressed or implied, regarding the quality, applicability, use or fitness for a particular purpose of the items purchased. Purchasers' recourse, if any, is against the manufacturer of the item.

BY RAYMOND A. DIETZ



ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2016, AND ENDING DECEMBER 31, 2016."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From: **Unappropriated Sewer Surplus Fund** \$10,500

To: 62416025-253200 Capital Equipment \$7,000
(Replacement Computer and Equipment for CCTV Truck)

To: 62416025-252000 Improvements Other Than \$3,500
Buildings
(Replacement of Sanitary Lift Station Level Transmitters)

From: **Unappropriated Water Surplus Fund** \$29,500

To: 60516025-253200 Capital Equipment \$29,500
(Replace Leak Detection Equipment for Water Division)

From: **Unappropriated General Fund** \$33,150

To: 10012523-233900 Other Professional Services \$33,150
(Website and Mobile Platform Design Services)

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed _____

Mayor's Approval

Posted _____

First Reading _____

Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2016\Non Contractual 10-24-Ord