



City of Pataskala *Legislative Report to Council*

Legislative Report

January 3, 2017 Council Meeting

New Business

- A. Ordinances
- B. Resolutions

➤ **RESOLUTION 2017-003 - A resolution authorizing and directing the City Administrator to execute a contract with Jobes Henderson Hull for GIS program support.**

Approval of this resolution would authorize the City Administrator to execute a contract with Jobes Henderson for ongoing GIS program support. The past few years, this GIS support has been provided through an agreement with Stantec Engineering. The gentleman from Stantec that was providing this service has accepted employment elsewhere. Staff identified this as an opportunity to switch direction and contract with Jobes Henderson for ongoing GIS support services. Staff has met with the Jobes Henderson representative that would provide the support and have recommended contracting with Jobes. The contract will be for an amount in 2017 not to exceed \$40,000. This cost is consistent with the amount paid annually to Stantec and is included in the 2017 budget split between general fund, zoning department, water fund and sewer fund. I am proud of the progress that has been made by the City with building our GIS program. I anticipate a demonstration of the program and capabilities at a future meeting. Additionally, Zack Cowan, City Planner, is pursuing a GIS certification through Columbus State. Mr. Cowan will be able to assist more in the future with GIS management. Task items to be provided through the support agreement include:

- ✓ The city has an annual GIS program that has been in place for several years. This means that the current GIS has a very well established base. However, it needs ongoing maintenance and upgrades moving forward.
- ✓ The GIS has been mostly geared toward the utilities department, but the city intends to expand it for more usage for the Zoning, Streets, and Public Service Departments.
- ✓ The city staff performs some functions, and the goal is for the city to expand its in-house role with GIS maintenance. The need from JHA is data input, expertise, and guidance for the city staff that works in the system.

- ✓ The consultant must be available to provide technical guidance, both person to person as well as via phone or e-mail, to the city staff.
- ✓ The consultant will provide services to insert data, revise the program, upgrade the capabilities of the system, and provide any other services for the city as needed.
- ✓ The Zoning Department plans to have layers added to the system to link copies of existing zoning permits, variances, citations, or any other pertinent documents for ease of review and research.
- ✓ Applications that may be added for the Service Department could include bridge inventory/inspections/photographs, retention pond locations/inventory/inspections/photos, drainage features that are not already in the system, and other items as determined as the contract moves forward.
- ✓ The city intends to place the GIS on the website for public access at some point. JHA will help guide the city to the best way to accomplish this when the time comes.
- ✓ JHA will insert new subdivisions and construction projects into the GIS system when they are available.
- ✓ Some of the other specific items anticipated include:
 - Parcel Editing
 - Utility Editing
 - Zoning Editing
 - Document Hyperlinks
- ✓ Guidance on ARC On Line as needed will be needed.
- ✓ JHA will commit to being available to the city on a same day response if an urgent item arises.
- ✓ JHA will meet with the city on a regular basis to ensure the project is moving as needed and to download information that has been developed off-site.

I recommend approval of Resolution 2017-003.

➤ **RESOLUTION 2017-004 - A resolution authorizing the directing the City Administrator to execute a contract with Elite Excavating for the construction of the River Forrest Lift Station Improvement Project.**

The bid opening for the River Forrest Lift Station Improvements Project was held on December 14th. The engineer's advertised estimate for this project was \$200,000. Five companies submitted bids that ranged from the high bid of \$290,569 to the low bid of \$189,850. Design consultant, Watcon Engineering, completed the bid tabulations and confirmed that Elite Excavating is the lowest bidder with their submission of \$189,850 (\$10,150 less than the engineer's estimate). If approved, the Notice of Award will be signed and the pre-construction meeting scheduled. During the pre-construction meeting, the Notice to Proceed will be signed, at which time the contractor will be able to begin construction.

I recommend approval of Resolution 2017-004.

- **RESOLUTION 2017-005** – A resolution authorizing and directing the City Administrator to enter in to contract with the Licking County Health Department for administration of health and environmental services through the combined general health district.

The City receives health and environmental from the Licking County Health Department through the combined general health district. The general health district is comprised of the county, Pataskala, Heath, and Newark. The current general health district agreement will expire on January 1, 2018. However, the District Advisory Council meets only once per year. Therefore, the Advisory Council has requested that member communities execute a new agreement that will be in effect from January 1, 2018 through January 1, 2023. Approval of the new agreement will assure service continues without interruption. The proposed agreement contains no changes to the scope of services delivered through the general health district or the amount of funding provided by the city.

I recommend approval of Resolution 2017-005.

- **RESOLUTION 2017-006**

Approval of this resolution would provide for Jobes Henderson & Associates to begin design of the Mill St. Culvert Replacement project. The Mill St. Culvert Replacement project is a Public Service Department Capital Improvements project as identified in the approved 2017 budget as project number SVC-17-005.

The purpose of the project is to replace the existing culvert near 10730 Mill St. as it is in poor condition. The existing corrugated metal pipe has section loss in the stream channel, and has begun to egg shape. This project will replace the culvert before roadway issues arise.

A total project cost of \$50,000 has been approved that includes engineering and construction, with the engineering portion being the subject of this resolution in the amount of \$13,475. The engineering scope includes surveying, environmental review, design, and specifications. Note that as the total dollar value of this project is scheduled to be less than \$50,000, bidding is not anticipated to be needed.

Approval of this resolution is recommended such that this deficient culvert can be addressed before it becomes a problem.

- **RESOLUTION 2017-007**

Approval of this resolution would provide for Jobes Henderson & Associates, Inc. to begin design of the 2017 Street Paving Project. Annual Street Paving Design Engineering Services is identified in the approved 2017 budget as Public Service Department project number SVC-16-022.

The purpose of this project is to design improvements as needed on the following roads as identified in the 2016 RAMP assessment and coordinated with the Streets Committee: Applewood Dr., Charles Rd., Corylus Dr., Daley Dr., Highland Ct., Oxford Dr., Poff Dr., Township Rd., Willow St., and Wood St.

The proposed value for design and bidding services for this project is \$32,500. Note that the total value for construction of this project is anticipated to be \$650,000 in accordance with the budget approved for project number SVC-17-018; approval for construction will be sought after the design and bidding process is complete.

I recommend approval of Resolution 2017 –007.

Future Legislation

- January 17, 2017 Meeting – Purchase authorization for asphalt cold planer
- January 17, 2017 Meeting – Purchase authorization for two (2) police cruisers
- January 17, 2017 Meeting – Purchase authorization for Public Services equipment trailer
- February 20, 2017 Meeting - Pataskala Oaks Care Center Rezoning: (expansion of care center) – 72 North Hazelton Etna Road and 144 E. Broad Street
- February 20, 2017 Meeting – Oak Meadow Drive repair engineering design authorization