

**IN THE MATTER OF SETTING DATE, TIME AND LOCATION AT WHICH TO CONVENE
SPECIAL SESSION OF THE AUGLAIZE COUNTY BOARD OF COMMISSIONERS.**

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 8th day of March, 2016.

Commissioner Spencer moved the adoption of the following:

RESOLUTION

WHEREAS, pursuant to Ohio Revised Code Section 305.07, "the Board of County Commissioners may provide by Resolution for the holding of special sessions"; and,

WHEREAS, the Board must set special session on Wednesday, March 9, 2016 from 7:30 p.m. – 8:30 p.m. to attend the Auglaize County Township Association meeting at the Auglaize County ESC, 1045 Dearbaugh St., Suite 2, Wapakoneta, Ohio or until the conclusion of the business for the purposes stated above.

THEREFORE BE IT RESOLVED that the Board of County Commissioners of Auglaize County, Ohio, does hereby set Wednesday, March 9, 2016 from 7:30 p.m. – 8:30 p.m. or until such time as the meeting is concluded, at the location so named above as the date, time and place to convene a special sessions for said Board; and,

BE IT FURTHER RESOLVED that a copy of this Resolution to be provided to The Evening Leader, The Wapakoneta Daily News, The Lima News and The Daily Standard to ensure adequate public notice of these special sessions.

Commissioner Bergman seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
8th day of
March, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula, yes
Don Regula

John N. Bergman, yes
John N. Bergman

Douglas A. Spencer, yes
Douglas A. Spencer

cc: newspapers
✓ ✓ ✓

**IN THE MATTER OF AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE CONTRACT WITH
POGEMEYER DESIGN GROUP, INC. FOR THE ANALYSIS OF IMPEDIMENTS (AI) TO FAIR HOUSING FOR THE PY
2016 CDBG ALLOCATION PROGRAM.**

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 8th day of March, 2016.

Commissioner Spencer moved the adoption of the following:

RESOLUTION

WHEREAS, the Board of County Commissioners wishes to contract with Poggemeyer Design Group, Inc. for the analysis of impediments (AI) to fair housing for the PY 2016 Community Development Block Grant (CDBG) Allocation Program; and,

WHEREAS, the fees for the analysis of impediments (AI) to fair housing are not to exceed a lump sum of \$6,000.00; and,

WHEREAS, Poggemeyer Design Group Inc. has prepared a contract for the Board's review and execution; and,

WHEREAS, the Board of County Commissioners has reviewed said contract and has found them to be satisfactory.

THEREFORE BE IT RESOLVED that the Board of County Commissioners, Auglaize County, Ohio does hereby approve the contract for the analysis of impediments (AI) to fair housing services of Poggemeyer Design Group, Inc. for assistance in the application for PY 2015 CDBG Grant at the terms so specified in said contract; and,

BE IT FURTHER RESOLVED that said Board authorizes the President of the Board, Don Regula, to execute said contract.

Commissioner Bergman seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
8th day of
March, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula, yes
Don Regula

John N. Bergman, yes
John N. Bergman

Douglas A. Spencer, yes
Douglas A. Spencer

cc: Poggemeyer Design Group, Inc.
County Administrator

February 29, 2016

RECEIVED

MAR - 1 2016

Board of County Commissioners
Auglaize County, Ohio

Ms. Erica Preston, County Administrator
Auglaize County Board of Commissioners
209 South Blackhoof Street, Room 201
Wapakoneta, Ohio 45895-0330

Re: Contract for Preparation of Auglaize County's PY16 Analysis of Impediments (AI) to
Fair Housing
PDG PN # 08-2016-2004

Dear Ms. Preston:

Pursuant to the PY2016 CDBG Community Development Allocation Program RFQ/RFP, Poggemeyer Design Group, Inc. (PDG) is providing this letter contract for execution. PDG proposes to provide professional planning services to assist Auglaize County with preparation of its PY16 Analysis of Impediments to Fair Housing as required by the State (hereinafter referred to as the "project").

If there are any other project requirements beyond those normally related to the State of Ohio CDBG program, the County shall be responsible for providing a detailed summary of the requirements for the project, including any special considerations or services needed. The fee listed below shall be renegotiated in that instance. In addition, the County will provide all pertinent existing data related to this project to PDG.

Basic services provided under this contract will consist of the following items:

1. **Preparation of Auglaize County's PY16 Analysis of Impediments (AI) to Fair Housing.**
Specified costs associated with the preparation of Auglaize County's AI as required for all participating grantees of the state's CDBG Community Development Allocation Program and as stipulated in the Grant Agreement between the County and the Ohio Development Services Agency (ODSA). The AI, at minimum, must include the following:
 - a. An introduction and general summary of the Analysis of Impediments.
 - b. A concise overview of background data for the county; to include demographic data, income characteristics, employment and transportation profile, housing profile and applicable maps.
 - c. An evaluation of the county's current fair housing profile to include number and type of housing discrimination complaints and identification of other fair housing concerns or problems.
 - d. Identification of Impediments to Fair Housing Choice to include the sale or rental of housing, provision of housing brokerage services, provision of financing assistance for dwellings, public policies and actions concerning community development and housing activities such as HOME, NSP, multi-family rehabilitation, and activities causing displacement, which affect opportunities of minority households to select housing inside or outside areas of minority concentration.



Ms. Erica Preston
February 29, 2016
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- e. Assessment of current public and private fair housing programs/activities in Auglaize County.
- f. Conclusions and recommendations to include impediments, fair housing concerns, or problems, changes or remedies needed to overcome identified impediments, and a plan of action with a timetable or schedule.

The fee for the preparation of Auglaize County's Analysis of Impediments to Fair Housing is a lump sum fee not to exceed **\$6,000** which includes reimbursable expenses.

PDG will provide monthly invoices for services, with payments being due within thirty (30) days of receipt to avoid potential finance charges. PDG will begin work on the project upon receipt of this executed letter contract and will complete the PY16 CDBG Allocation Program Analysis of Impediments to Fair Housing by June 17, 2016, in time to be submitted to the state with the County's PY16 CDBG application.

This letter contract, with Exhibits A (1 page) and B (1 page), represents the entire agreement between PDG and the County in respect to the project and may be modified only by written agreement of both parties and may be terminated by either party upon seven (7) days written notice to the other party. If this letter contract accurately reflects your understanding of our agreement, please sign the original and enclosed copy of this letter contract in the space provided below and return the original to PDG. This contract will be open for acceptance for a period of thirty (30) days, unless adjusted by PDG or the County in writing.

Should you have any questions regarding this agreement, please do not hesitate to contact this office at 419-352-7537. We look forward to working with you in the upcoming grant year.

Sincerely,

POGGEMEYER DESIGN GROUP, INC.


Paul Z. Tecpanecatl, AICP
Principal Owner

Attachments

Accepted this 8th day of March, 2016 by the undersigned who is duly and legally authorized to enter into such legal contracts for the above-referenced entity.

By: 
Don Regula

Title: President, Auglaize County Board of Commissioners



EXHIBIT A

1. OWNER'S RESPONSIBILITIES

OWNER shall provide all criteria and full information as to OWNER's requirements for the project and shall give prompt written notice to PLANNER whenever OWNER observes or otherwise becomes aware of any defect in the work. The OWNER may designate representatives to act with authority on OWNER's behalf on various aspects of the projects.

2. REIMBURSABLE EXPENSES

Reimbursable Expenses are included in the compensation fee for basic and additional services and are the actual expenses incurred by PLANNER or PLANNER's independent professional associates or consultants, directly or indirectly, in connection with the Project. These include expenses for: transportation; toll telephone calls; reproduction of reports; pictures, and similar Project-related items.

3. TERMINATION

The obligation to provide further services under this Agreement may be terminated by either party (upon seven day's written notice) in the event of substantial failure by the other party to perform in accordance with the terms hereof, through no fault of the terminating party. In the event of any termination, PLANNER will be paid in full for all services rendered to the date of termination, all Reimbursable Expenses and termination expenses.

4. SUCCESSORS AND ASSIGNS

OWNER and PLANNER each is hereby bound as are the partners, successors, executors, administrators and legal representatives of OWNER and PLANNER in respect to any covenants, agreements and obligations of this Agreement. Nothing contained in this Agreement shall prevent PLANNER from employing such independent professional associates and consultants as PLANNER may deem appropriate to help in the performance of services hereunder.

5. LIMITATION OF LIABILITY CLAUSE

The PLANNER's liability to the OWNER for any cause or combination of causes is, in the aggregate, limited to an amount no greater than the total compensation earned under this Agreement.



EXHIBIT B

1. CERTIFICATE OF OWNER'S ATTORNEY

I, _____, the undersigned, duly authorized and acting legal representative of _____, do hereby certify as follows:

I have examined the attached contract and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have fully power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Date: _____

Seal: _____

Signed: _____

Title: _____

2. CERTIFICATION REGARDING THE AVAILABILITY OF FUNDS

Attest: I, _____, Clerk/Auditor of _____ hereby certify that the money to meet this contract has been lawfully appropriated for the purpose of this contract and is in the treasury of _____, or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Date: _____

Seal: _____

Signed: _____

Title: _____

IN THE MATTER OF DOCUMENTING THE RECEIPT OF BIDS AND AWARDING THE BID TO SHINN BROS. INC. FOR THE CITY OF WAPAKONETA PY'14 CDBG GIBBS AVENUE IMPROVEMENT PROJECTS, USING FY '14 CDBG ALLOCATION PROGRAM FUNDS AND CITY OF WAPAKONETA REVOLVING LOAN FUNDS (RLF); AND AUTHORIZING THE EXECUTION OF CONTRACT.

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 8th day of March, 2016.

Commissioner Spencer moved the adoption of the following:

RESOLUTION

WHEREAS, in Resolution #16-068 dated February 4, 2016, the Board of County Commissioners set this date, February 25, 2016 at 11:00 a.m. and Addendums 4 & 5 were issued for additional clarifications of bid specifications that the bid opening date was extended to March 1, 2016 at 11:00 a.m. as the date and time to receive and open bids for City of Wapakoneta's 2014 CDBG Gibbs Avenue Improvements Project to be funded through FY 2014 CDBG Allocation Program and the City of Wapakoneta's Revolving Loan Fund (RLF); and,

WHEREAS, the Board of County Commissioners and City of Wapakoneta Engineering Department personnel Mary Ruck and Andy Beane did open seven (7) bids for said project; same being as follows:

Bids From: Helms and Sons Excavating, Inc. **\$721,825.80**

Findlay, OH **\$667,801.47**

Hume Supply Inc.

Lima, OH

RB Jergens Contractors, Inc.

Vandalia, OH

Shinn Bros., Inc.

Celina, OH

Tom's Construction

St. Henry, OH

VTF Excavation LLC

Celina, OH

Miller Contracting Group

Ottoville, OH

City of Wapakoneta's Estimate - **\$706,537.50**; and,

WHEREAS, those present at the time of the bid opening were Commissioners, City of Wapakoneta's Engineering Department personnel Mary Ruck and Andy Beane, Mitchell Thobe from Choice One Engineering and several contractors; and,

WHEREAS, the Board presented the bids, as received, to City of Wapakoneta and Choice One Engineering, for review, requesting that upon the completion of said review a letter of recommendation as to bid award be submitted to the Board; and,

WHEREAS, City of Wapakoneta and Choice One Engineering submitted a letters of recommendation to award the bid to Shinn Bros., Inc., of Celina, OH, appears to be the lowest, responsible bidder.

THEREFORE, BE IT RESOLVED that the Board of Commissioners, Auglaize County, Ohio, does hereby document the receipt and opening of the above mentioned bids for the City of Wapakoneta PY'14 CDBG Gibbs Avenue Improvement Project being funded with F.Y. '14 CDBG Allocation Program and City of Wapakoneta's RLF Fund; and,

BE IT FURTHER RESOLVED that the Board of Commissioners, Auglaize County, Ohio, does hereby award the bid for the City of Wapakoneta PY'14 CDBG Gibbs Avenue Improvement Project to Shinn Bros., Inc. in the amount of \$639,000.00, using FY '14 CDBG Allocation Program funding with the City of Wapakoneta funding the portion of the project which the CDBG grant does not cover; and,

BE IT STILL FURTHER RESOLVED, that said Board of County Commissioners does authorize contract and sustaining documentation to be prepared for this award; and does further authorize the execution of the project contract by the Board of County Commissioners.

Commissioner Bergman seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this

8th day of

March, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula
Don Regula

John N. Bergman
John N. Bergman

Douglas A. Spencer
Douglas A. Spencer

IN THE MATTER OF DOCUMENTING THE RECEIPT OF BIDS AND AWARDING THE BID TO THE BUDS CHRYSLER DODGE JEEP RAM FOR THE AUGLAIZE ACRES – WHEELCHAIR ACCESSIBLE VAN PROJECT, USING PY '15 CDBG ALLOCATION PROGRAM FUNDS.

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 8th day of March, 2016.

Commissioner Spencer moved the adoption of the following:

RESOLUTION

WHEREAS, in Resolution #16-060 dated February 2, 2016, the Board of County Commissioners set this date, March 1, 2016 at 10:00 a.m. as the date and time to receive and open bids for Auglaize Acres – Wheelchair Accessible Van Project to be funded through PY 2015 CDBG Allocation Program; and,

WHEREAS, the Board of County Commissioners did open two bids for said project; same being as follows:

From: Buds Chrysler Dodge Jeep Ram \$49,241.50
945 S. Main Street, Celina, OH 45822
St. Marys Chrysler Dodge Jeep, Inc. \$49,893.00
500 McKinley Road, St. Marys, OH 45885
Estimate - \$56,000.00; and,

WHEREAS, those present at the time of the bid opening were Commissioners, County Administrator Erica L. Preston, Clerk Esther Leffel and Auglaize Acres Administrator Kim Sudhoff; and,

WHEREAS, the Board presented the bids, as received, to Auglaize Acres Administrator Sudhoff and County Administrator Preston, for review, requesting that upon the completion of said review letters of recommendation as to bid award be submitted to the Board; and,

WHEREAS, Auglaize Acres Administrator Sudhoff and County Administrator Preston submitted a letters of recommendation to award the bid to Buds Chrysler Dodge Jeep Ram, as such appears to be the lowest and most responsive bidder.

THEREFORE, BE IT RESOLVED that the Board of Commissioners, Auglaize County, Ohio, does hereby document the receipt and opening of the above mentioned bids for the Auglaize Acres – Wheelchair Accessible Van Project being funded with PY'15 CDBG Allocation Program; and,

BE IT FURTHER RESOLVED that the Board of Commissioners, Auglaize County, Ohio, does hereby award the bid for the Auglaize Acres – Wheelchair Accessible Van Project to Buds Chrysler Dodge Jeep Ram in the amount of \$49,241.50, using PY '15 CDBG Allocation Program funding.

Commissioner Bergman seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
8th day of
March, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula
Don Regula

John N. Bergman
John N. Bergman

Douglas A. Spencer
Douglas A. Spencer

✓cc: Poggemeyer Design Group – Gayle Flaczynski
✓Auglaize Acres – Kim Sudhoff, Bidders ✓