



SHAKER HEIGHTS

**Safety and Public Works Committee Agenda
City Hall Council Chambers
Friday, February 1, 2019 at 8:00 AM**

1. Approval Of January 4, 2019 Meeting Minutes

Documents:

[SPWDRAFTMINUTES1-4-19.PDF](#)

2. Amending Building, Fire And Contractor Registration Ordinances To Improve Contractor Regulation, Fire Protection And Regulation Of Hot Works
William Ondrey Gruber, Director of Law

Documents:

[HOTWORKINFOGRAPHIC.PDF](#)

3. Request To Enter Into An Agreement With GPD Group For Consulting Services On Huntington Road (V1BX) SSO Project
Christian Maier, Assistant Director of Public Works

Documents:

[HUNTINGTONSSO.PDF](#)

4. Request To Purchase Vactor Trailer
Christian Maier, Assistant Director of Public Works

Documents:

[VACTORTRAILERREV.PDF](#)

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SHAKER HEIGHTS

Safety and Public Works Committee Minutes Friday, January 4, 2019 8:00 A.M. City Hall, Council Chambers

Members Present: Nancy Moore, Council Chair
Julianna Senturia, Council Member
Anne Williams, Council Member
James Brady, Citizen Member
Jonathan Hren, Citizen Member
Austin McGuan, Citizen Member
David E. Weiss, Mayor
James Sammon, Citizen Member
Jeffrey DeMuth, Chief of Police
Patricia Speese, Director of Public Works Department
Patrick Sweeney, Chief of Fire

Others Present: Joyce Braverman, Director of Planning Department
Cameron Roberts, Planner, Planning Department
Annette Tucker-Sutherland, League of Women Voters

The meeting was called to order at 8:05 A.M. by Nancy Moore, Council Chair.

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Approval of December 7, 2018, Meeting Minutes

Chair Moore asked if there were any changes to the December 7, 2018, meeting minutes. Minor changes were suggested by Chair Nancy Moore. A motion was made to enter the December 7, 2018, Meeting Minutes into record with the changes by Council Member Julianna Senturia. A second motion was made; motion carried.

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City Hall Space and Plan Contract Modification **Joyce G. Braverman, Director, Planning Department** **Cameron Roberts, Planner**

Director Joyce Braverman explained that this project has been a group project with Public Works, Building and the Planning Departments. She stated that Planner Cameron Roberts has a PowerPoint to explain the modification request. Planner Roberts explicated that the original contract for Weber Murphy Fox (WMF) was signed in July 2018 after a competitive RFP process for the not to exceed amount of \$31,280, for completion of Phase 1: design concepts and related cost estimates. Planner Roberts stated that this is a request for an additional amount not to exceed \$3,750. This project is part of the City

Hall Space Study and Plan, which aims to co-locate the Building and Housing Inspection Departments by reorganizing department locations and functionality within City Hall. Weber Murphy Fox has completed the requested deliverables for Phase 1, including an inventory of the existing space, three conceptual layouts, and associated cost estimates, which includes the old firehouse space. None of the proposed options can be fully implemented based on the allocated budget of \$450,000 for the project in 2019, which includes design costs and soft costs.

Further, Planner Roberts indicated that the project team is now investigating phasing the project over two years. Additional work has been requested from Weber Murphy Fox to revise plans into two options phased over two years and to provide new cost estimates. Several optional items that are applicable to either option, referred to as add alternates, will require individualized cost estimates. Specifically, the following deliverable will be requested:

- Cost estimates for two options, each with two phases
- Cost estimates for three add alternates
- Color-coded layout of City Department for each of two options
- Sketches for add alternates

The additional \$3,570 for additional work amends the current contract total cost to \$35,030. Planner Roberts indicated that The Planning Department is recommending the modification of an existing contract with WMF for a not-to-exceed amount of \$3,750, which brings the total contract price to \$35,030, in order to complete additional requested work for Phase 1 of the City Hall Space Study and Plan. This change order will be funded by 2019 Capital Budget funds. Planner Roberts asked if there were any questions.

Chair Moore stated that this project began as a less complicated project and evolved into “reality.” Its cost has driven up the strategy of designing two spaces. She asked if it was two or three years for construction.

Planner Roberts indicated that they are planning on it being two years of construction.

Chair Moore asked if the \$450,000 figure was the total for all of the construction or just the first year.

Director Braverman indicated that it was for the first year and funds are used from the 2019 and 2020 budget. The cost includes only basic structural changes, utility work, asbestos removal, and minimal furniture such as cubicles and some paint, but not desk and chairs, etc.

Mayor David Weiss added that admittedly the cost came in higher than what was expected, but the contractor was asked to take a look at things that seemed to make sense if the renovations were to be completed. It was necessary to make sure the space is efficiently used. Planning, Building and Housing have the most citizen usage; therefore, it was necessary to reorganize the first floor to maximize customer efficiency on the first floor. A commitment has not yet been made, but obtaining costs were necessary prior to making a commitment and deciding what the City wants to do. Mayor Weiss stated that he would be more than happy to give a tour of the 2nd floor old Fire Station after the

meeting to view the condition. A request will be made for approval by Council once the costs and anticipated construction are determined. These are 50 year decisions of usable space.

Chair Moore stated that what we are asked to approve is a modification to a contract that was already approved for Phase One of the City Hall modification plan not to exceed the amount of \$3,750, which would bring the total contract design price to \$35,030. She added that she would entertain a motion for approval. A motion was made by Citizen Member Jonathan Hren to accept the modification and seconded by Citizen Member James Sammon; motion carried.

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Community Recycling Awareness Grant
Patricia Speese, Director of Public Works

Chair Moore explained that this grant is for educating the public about recycling.

Director Speese indicated that the Cuyahoga County Solid Waste District (CCSWD) has available a zero match 2019 Community Recycling Awareness Grant with a maximum award of \$5,000 per municipality. Additionally, in an effort to keep with the cities goal of Effective Cost-Efficient Government, the Public Works Department is requesting approval to apply for this grant to educate residents on the changes in recycling and promote the Reuse/Reduce/Recycle mantra. Director Speese added that the recycling industry has gone through tremendous changes and items that can be recycled are now very limited. The grant would assist Public Works in creating educational material that would be published in the Shaker Life Magazine. The information would also be distributed throughout City buildings, the Library and for passing out at Block Parties. The materials will touch upon how to reuse items and offer ways to reduce what they purchased that is not recyclable and will contain the new recycling guidelines.

Director Speese added that there are so many changes in the recycling industry that deter recycling. China was a big importer of our recycling, but no longer wants it. Cardboard and paper are still popular recycling items. However, glass and plastic are very limited. Vietnam will import about 5% of the glass and plastic. Director Speese stated that she called Service Directors in Seattle and the California area and they said that most of the recycling material they collect sits in a facility (or remains floating on the Pacific Ocean) waiting for someone to import it. It is being stockpiled. There are no current or quick answers to the problem. There have been tremendous changes in the industry since Director Speese took it over in 2003.

Director Speese stated that recycling has improved with the grass bags that were added last year. .

Director Speese added that contamination used to be 5%, but now it is at 35%. A member of Public Works Staff is going to the National Recycling Conference next month to get more updated information.

Chair Moore asked if there will be a fee to process recycling.

Director Speese explained that many cities are charging residents to recycle. The other alternative would be to limit what is recycled, i.e. paper and cardboard.

Chair Moore asked what the items were that can be recycled.

Director Speese stated glass, plastic, aluminum, cardboard and paper. With regard to paper it is usually newspaper, catalogs, and shiny mailers. Eventually, the shiny mailers may be eliminated. Cardboard is also very recyclable.

Chair Moore stated that she will accept a motion for approval. Council Member Anne Williams made a motion to approve. A second motion was made by Citizen Member James Brady; motion carried.

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Chair Moore stated that she would like to give the opportunity for Fire and Police to add anything or provide an update to the Committee.

Chief of Police Jeffrey DeMuth stated that from a personnel aspect the Department will be losing Commander Michael Rowe who will be retiring. In addition, Sergeant William Martin will be retiring. Due to these retirements, we will be down three officers. Two more officers may be retiring next year. Therefore, a total of five officers short from the allocated budget. Chief DeMuth added from the operational aspect of the Department, last year was probably the second lowest crime rate ever recorded in the City of Shaker Heights. In 2017, we had the lowest and we started recording statistics in 1956. The accident rates are down and the traffic production is up. We continue to move our efforts in community engagement and social media. Additional information will be contained in the annual report

Chief of Fire Patrick Sweeney indicated that the Fire Department has had several retirements as well. Two conditional job offers were made in the last week. They are currently being tested. We do have a couple of other retirees in 2019 and we have an active list of candidates. We are looking to order a new pumper truck for Station No. 2 and the specifications for the truck are complete. Chief Sweeney added that 2,500 smoke detectors will be delivered in the near future.

Director Speese stated that currently there are six openings in the Public Works Department, union workforce. It is very difficult to hire "skilled" employees. There were several hired throughout the year and two left due to the physical activity of garbage collection. We are hearing that the Amazon facility is paying \$15.00 per hour and that seems to be attractive.

There was further discussion with regard to the above. (Refer to Audio of Meeting.)

There being no further business, the meeting was adjourned at 8:57 A.M. The next meeting will be on February 1, 2019, 8:00 A.M., Council Chambers.

Debra R. Messing, Sr. Administrative Assistant
Safety and Public Works Committee

HOT WORK FIRE SAFETY

WHAT IS IT?

Hot work is any process involving flame, spark, or heat production. Typically, this includes: cutting and burning, welding, soldering, heat treating, grinding or chipping, drilling or tapping, and torch-applied roofing.

NFPA 51B covers hot work safety. Take a look: www.nfpa.org/51B

WHO NEEDS TO KNOW?

Construction Contractors



Iron Workers



Welders



Utility Workers



Sheet-Metal Workers



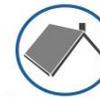
Electrical Workers



Plumbers



Roofers



Pipe-Fitters



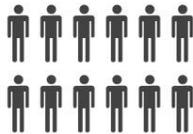
AHJ's / Fire Service



WHY IS IT IMPORTANT?

4,440 Structure Fires Involve Hot Work Per Year

42% Of Fires Occur In or On Homes



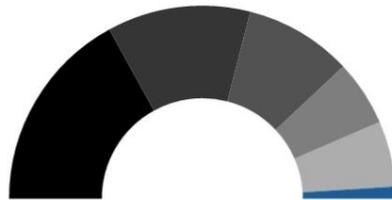
12 Civilian deaths are caused per year from these fires



208 Civilian injuries are caused per year from these fires



\$287M In direct property damage results from these fires per year.



Welding Torches (34%)
 Cutting Torches (24%)
 Soldering Equipment (18%)
 Burners (11%)
 Heat Treating Equipment (11%)
 Other (2%)

	Home Fires	Non-Home Incidents
Peak Areas	Wall assemblies, Concealed spaces, Bathrooms	Exterior roof surfaces, Processing/manufacturing areas
First Ignited	Structural members, Framing, Insulation	Flammable/combustible liquids, gases, and Exterior roof coverings or finish

From the Structure Fires Caused by Hot Work NFPA Report. www.nfpa.org/hotworkreport



NATIONAL FIRE PROTECTION ASSOCIATION

The leading information and knowledge resource on fire, electrical and related hazards



SHAKER HEIGHTS

TO: Members of Safety & Public Works

FROM: Patricia Speese, Director of Public Works

**CC: David E. Weiss, Mayor
Jeri E. Chaikin, CAO**

SUBJECT: Request to Enter into an Agreement with GPD Group for Consulting Services on Huntington Rd. (V1BX) SSO project

DATE: January 18, 2019

The City of Shaker Heights was awarded a grant through the Northeast Ohio Regional Sewer District's (NEORS) Member Community Infrastructure Program (MCIP) to mitigate the number of activations at the sanitary sewer overflows located at Huntington / Southington (V1BX). The estimated cost for the project, including construction, is estimated to be \$850,000. NEORS will reimburse the City for 50% of the project cost.

In the initial Request for Proposal (RFP), the City outlined a multi-prong approach that generally consisted of reducing infiltration and inflow, increasing capacity and modifying the SSO structure. This was to be accomplished using a combination of cured in place pipe in select sections, installing a new pipe downstream of the SSO and constructing a new structure.

Given the complexities of the project, on October 22, 2018 Public Works distributed Requests for Proposals (RFP) to six (6) consultants to help evaluate existing studies, develop recommendations and perform design services. Four proposals were received on November 16, 2018. After reviewing the proposals, one consultant's technical approach advocated for the complete removal of the 8-inch existing sanitary pipe and replacing with a larger diameter pipe. Per the proposal work could be performed within the City's budget. Public Works reviewed historical cost data for similar projects and consulted different contractors and the consultant's cost estimate was reasonable.

In an effort to provide the other three consultant firms an opportunity submit a proposal akin to the removal and replacement approach, a supplemental RFP was distributed on November 30, 2018. Public Works received four (4) proposals on December 19, 2018.

The scoring was based on criteria outlined in the RFP and consisted of:

- Technical Approach (40 Points)
- Project Team Experience (30 Points)
- Firm's Project Experience (30 Points)

Evaluations were performed by Public Works staff using the Quality Based Selection (QBS) process to score the technical merits of the proposals. As part of the QBS process, fee is not used as a scoring criterion. The consultant firms that submitted proposals were:

Consultant Firm	Average Score	Fee
GPD Group	91	\$63,311
CT Consultants	81	\$94,900
Brown & Caldwell	81	\$95,567
ms Consultants	76	\$75,204

As the City Engineer, GPD has been providing guidance with the Huntington / Southington SSO project prior to releasing the RFP. Their depth of knowledge and familiarity with project constraints were presented in a professional yet practical manner. We have successfully worked with the proposed consulting team on the Kendal-Cheshire Sewer Relief project, Farnsleigh Sanitary and Storm Relocation project. They are currently assisting the City with the SSO at Ingleside / Parkland (VA9). Although fee is not used as a scoring criterion, it should be noted that GPD’s proposed fee was below the other consultants.

Recommendation

Based on their understanding of the project, proposed project team and technical approach, we request to enter into a contract with the GPD Group for consulting services for the Huntington SSO (VA9) project in the amount of \$63,311 so the City can proceed with this much needed improvement. NEORS will reimburse the City for 50% of the cost which is \$31,655.50.



SHAKER HEIGHTS

TO: Safety & Public Works Committee

FROM: Patricia Speese, Director of Public Works

**CC: Mayor David E. Weiss
Jeri E. Chaikin, Chief Administrative Officer**

SUBJECT: Request to Purchase Vactor Trailer

DATE: February 1, 2019

Over the course of 2018, Public Works has rented a vactor trailer from Jack Doheny Companies. The vactor trailer uses high pressure water jetters to clean sewer mains and laterals. The equipment is towed behind a work truck making transportation less laborious. We have used this piece of equipment to augment our vactor truck and keep up with the many sewer maintenance needs of the City. The vactor trailer has been pivotal in our cleaning and inspection for work performed in the northeast quadrant and various SSO projects. The rental cost of the vactor trailer has been offset with grants received by the Northeast Ohio Regional Sewer District and from capital funds for the northeast quadrant.

In review of our forecasted sewer work in 2019 and 2020, Public Works made the determination that it would be fiscally responsible to purchase the vactor trailer in lieu of renting the equipment on a month-to-month basis. This forecasted work includes, but is not limited, to our continuing efforts in the northeast quadrant I/I reduction program, cleaning and inspection of sewers on streets scheduled to be resurfaced and Huntington SSO. After discussing the purchase option with Jack Doheny, they were agreeable to our request and offered a purchase price of \$49,500.

The City rented the equipment for a total cost of \$57,500 (10 months at \$5,750 per month), and we have paid all but \$17,250 of that amount. Doheny has agreed to apply ½ of the rental cost to the purchase price (\$49,500 - \$28,750 = \$20,750), plus the \$17,250 still owed, for a total of \$38,000. The replacement value of the Trailer is listed on the rental contract as \$70,000.

Public Works employees have direct experience with this piece of equipment. Given our prior experience with this piece of equipment, we are familiar with its operation and know its existing condition. As such, we request that City Council waives the competitive bidding process, in the amount of \$38,000, to purchase this much needed piece of equipment from Jack Doheny Companies. Payment would come from existing sewer project funds.

The Law Director has indicated that a purchase which is only available from one source may be excepted from competitive bidding by City Council and awarded as a sole source. Due to the fact

that the City has already leased this equipment, and now wishes to purchase it as a used piece of equipment that is already in the City's possession, and with which the City has had extensive experience, there is no other similar equipment in the same circumstance.

It is requested that the Committee recommend to Council that Council authorize the purchase of the Vactor Trailer from \$38,000 from Jack Doheny Companies.