

ORDINANCE NO. 2019- 010

**AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH WARREN COUNTY ENGINEER'S OFFICE FOR PURCHASE OF ROAD SALT AND DECLARING AN EMERGENCY**

WHEREAS, the Village of Waynesville desires an agreement to purchase road salt through the Warren County Engineer's Office; and

WHEREAS, the Warren County Engineer's Office meets all applicable State and local requirements through the bid process for salt; and

WHEREAS, in order to save money and expedite the bidding process, it benefits the Village of Waynesville to enter into an agreement with the Warren County Engineer's Office for road salt for the 2019-2020 winter season; now

NOW, THEREFORE BE IT ORDAINED, by the Council for the village of Waynesville, 6 members elected thereto concurring:

SECTION 1. That the Village Manager is hereby authorized to enter into an agreement to participate with the Warren Country Engineer's Office for the bidding and purchase of 200 tons of road salt for the 2019-2020 winter season.

SECTION 2. That the Village of Waynesville has allocated its own storage space to receive and store salt being bid and awarded in this contract.

SECTION 3. That Village Manager is hereby authorized to file and sign all documents associated herewith including the forwarding of the estimated salt needed for purchase as prepared by the Village of Waynesville.

SECTION 4. That this ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare and shall be effective immediately upon its adoption. The reason for said declaration of emergency is the need to enter into the agreement at the earliest possible date.

Adopted this 19 day of February

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Clerk of Council

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Mayor

## Memo

February 4, 2019

To: Township Trustees and City and Village Mayors, Managers or Administrators

From: Neil Tunison, County Engineer

**Re: Rock Salt Bid and Purchase Program for Warren County for 2019-2020 Winter Season**

This office will once again offer an opportunity for your jurisdiction to participate in the County Engineer's salt purchase program this year. The program will be exactly the same as last year.

The program will work like this: We will request a bid price for rock salt dumped at your site and one using a piler to mound it at your site as well. One price for each method will be applied to all taking part. That does not change regardless of what Item No. on the bid sheet that applies to you. You will determine the amount you expect to purchase and that amount will be placed in the first column on the Delivery and Billing Sheet (Exhibit A). The goal is for the bidder to accept that amount more or less. In other words, if you order 1,000 tons and you find you only need 500 tons, you will not be expected to purchase the entire 1,000 tons. Be advised that bidders can make exceptions to the bid that may place conditions on the bid, including minimum and maximum amounts. Those exceptions will weigh heavily on the award outcome.

Once the bid has been awarded and contract executed by the Board of County Commissioners, it will be your responsibility to set up your own purchase order based on the price bid. You will choose whether the salt will be dumped or a piler will be necessary. You will also arrange delivery of your salt to your site. To make this as efficient as possible, please verify your delivery site on Exhibit A and revise the billing information if necessary. A bid guaranty bond that would make each of you as a political subdivision the obligee of the bond is included.

To participate in the program, please have your Board or Council pass a resolution authorizing participation using the sample resolution as a guide. We would prefer the amount of requested salt be included in the resolution. If you do not have room, my office will continue to make salt sales on a pick-up basis at the County Highway Department. If the resolution does not request an amount, you will need to submit an amount in writing so that it can be included in the bid package.

Please return an executed resolution to me by Friday, March 29th only if you plan to purchase salt directly from the successful bidder. If your Board or Council cannot meet before this date, please let me know so that we can somehow accommodate your request. It was determined by our working group that timing of the bid for late April was the key to getting the best price. This program only applies to the purchase of rock salt and does not apply to any deicing chemical solutions, such as Beet Heet or brine.

We look forward to hearing from you. If you have any questions, please contact me at (513) 695-3307, Kurt Weber at (513) 695-3306 or Bobbi Apking at (513) 695-3305. Thank you.