

REQUESTS FOR COUNCIL ACTION/DISCUSSION

Finance Committee

- 20-077-4/13 – Budget Amendments
- 20-078-4/13 – Consider How to Handle Water Disconnects, etc. after Ord. 62-20 expires
- 20-079-4/13 – Bids - 2020/2021 Equipment and General Pavement Services
- 20-080-4/13 – General Liability Insurance Renewal
- 20-081-4/13 – 2020 Remote Technology Grant Project – Municipal Court
- 20-082-4/13 – Agreement w/ Cunningham & Associates – Spring Grove and N. Broadway Bridge Replacement
- 20-083-4/13 – Task Order #4 – Delta Airport Consultants – Remark Airfield
- 20-084-4/13 – Collective Bargaining Agreement – Ohio Patrolmen's Benevolent Association for for Patrol Officers, Sergeants and Communication Officers
- 20-085-4/13 – Pandemic Relief for Seniors & At Risk City Residents

4/13/20

Revenue Audit Trail Report

AS OF: 02/29/2020

STARTING ACCOUNT:
STARTING DATE :
STARTING BATCH : 202002
STARTING ACCT YR: 2020

ENDING ACCOUNT: z
ENDING DATE : 12/31/9999
ENDING BATCH : 202002999
ENDING ACCT Y : 2020

BATCH NUMBER	POST DATE	TRANSACTION DESCRIPTION	TRANSACTION DESCRIPTION 2	DOCUMENT REFERENCE	POST BATCH	DEBIT AMOUNT	CREDIT AMOUNT	OTHER AMOUNT
2020 106-0200-40022		IG REV-COUNTY GRANT						
R0202002052-0003-1	02/07/2020	MCDCA GRANT JAN-MAR'20			9975	0.00	16784.50	0.00
TOTAL		106-0200-40022				0.00	16784.50	0.00
TOTAL		0200				0.00	16784.50	0.00
		INTERGOVT REVENUES						

REQUEST FOR COUNCIL ACTION

No. RCA 20-078-4/13

FROM: Keith H. Dirham
DATE: Thursday, March 26, 2020
SUBJECT: Consider how to handle disconnections, requests for extension, requests for payment plans, and requests for waiver of penalties after the service termination suspension approved in Ord 62-20 expires.
Committee: Finance

SUMMARY AND BACKGROUND:

In the normal course of business a 10% penalty is assessed to the outstanding balance of any account not paid by month-end due date in accordance with Sec 917.06 of the Codified Ordinances of the City of Medina.

Water service is typically disconnected on accounts that are two months delinquent in accordance with Sec 917.03 of the Codified Ordinances of the City of Medina.

Water service terminations have been suspended until June 30, 2020 in accordance with Ordinance 62-20.

Requests to waive penalties or for payment plans up to \$200 are heard and decided by the Board of Control in accordance with Sec 141.02 (d) of the Codified Ordinances of the City of Medina.

This request may seem premature but I am sending it early so that Council will have ample time to consider how to handle what I expect to be a mass of requests for extensions, payment plans, and waivers of penalties when the suspension expires.

In order to avoid overloading a Council Meeting with these requests you may wish to temporarily or permanently expand the authority of the Board of Control beyond the \$200 granted to them currently. Further, in order to avoid overloading Board of Control with these requests you may wish to temporarily authorize the Finance Department to approve payment plans up to a length of time and amount as you may determine.

I am not seeking nor do I want discretionary authority for the Finance Department. For audit purposes and for the purpose of maintaining neutrality and the appearance of neutrality I believe that all discretionary adjustments of Utility Accounts should be granted by a voting body (either Council or Board of Control).

Estimated Cost:

Suggested Funding:

- sufficient funds in Account No.
- transfer needed from Account No. _____ to Account No. _____
- NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: Not unless the final decision is approved after May 22.

Reason: If the final decision is approved after May 22 it would not take effect before June 22 when the July disconnections are sent.

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

Keith Dirham

From: Keith Dirham
Sent: Thursday, March 26, 2020 3:52 PM
To: Dennis Hanwell (dhanwell@medinaoh.org); Nino Piccoli; Council Offices
Subject: RCA - Consider disconnections . . . after Ord 62-20 expires
Attachments: RCA - Consider how to handle disconnections after suspension.pdf; Codified Ordinances of the City of Medina.pdf; COVID-19 Service Disconnections Suspended.pdf; Delinquent Utility Accounts after March due date.pdf

All:

Please see the attached Request for Council Action seeking Council's consideration of how to handle disconnections, requests for extension, requests for payment plans, and requests for waiver of penalties after the service termination suspension approved in Ordinance 62-20 expires.

I have attached the text of the various sections of the Codified Ordinances of the City of Medina referenced in the RCA along with the report on disconnection notices sent for March and the notice of the suspension of service disconnections that was sent with each disconnection notice. The disconnection notices sent earlier this week would ordinarily have had their service terminated if they failed to pay before a date in early April.

My office is currently preparing bills for February service. Those bills will be sent next week and due Monday, April 20. In the absence of any changes to existing codes my office will assess a 10% penalty on all outstanding balances on or shortly after April 20 then send disconnection notices with the notice of suspension of service disconnections included. These would normally be scheduled for shut-off the first week of May. At that time I will send you a report on the disconnection notices sent for April.

During the last week of April my office will prepare and send bills for March service that will be due Wednesday, May 20. In the absence of any changes to existing codes my office will assess a 10% penalty on all outstanding balances on or shortly after May 20 then send disconnection notices with the notice of suspension of service disconnections included. These would normally be scheduled for shut-off the first week of June. At that time I will send you a report on the disconnections notices sent for May.

During the last week of May my office will prepare and send bills for April service that will be due Monday, June 22. In the absence of any changes to existing codes my office will assess a 10% penalty on all outstanding balances on or shortly after June 22 then send disconnection notices dated for disconnection if not paid prior to a date in early July (probably Tuesday, July 7).

I am concerned that by the time we get to June 22 we will be sending a substantial number of disconnection notices and that these will be for amounts that many customers will be unable to pay. Further, I am concerned that the requests for adjustments will inundate Council and the Board of Control.

I thought I should give you an idea of the dollar amounts that we will be dealing with. A disconnection notice is not sent until a customer has missed two months of bills. The minimum bill is \$35.90 per month consisting of \$14.80 for water, \$5.10 for water capital, and \$16.00 for rubbish. As noted in the report on delinquent utility accounts sent to you when the March disconnections notices were sent, there were 268 notices sent. The absolute minimum amount possibly owed by any of those 268 customers was \$82.93 calculated as follows:

- \$35.90 due February 20 (December service).
- \$3.59 penalty for nonpayment, \$39.49 total.
- \$35.90 new charges due March 20 (January service), \$75.39 total.
- \$7.54 penalty for nonpayment, \$82.93 total.

If those customers fail to make any payments during the suspension of disconnections their amount owed will increase as follows:

- \$82.93 as of March 23, 2020
- \$35.90 new charges due April 20 (February service), \$118.83 total.
- \$11.88 penalty for nonpayment, \$130.71 total.
- \$35.90 new charges due May 20 (March service), \$166.61 total.
- \$16.66 penalty for nonpayment, \$183.27 total.
- \$35.90 new charges due June 22 (April service), \$219.17 total.
- \$21.92 penalty for nonpayment, \$241.09 total.

At that point we would send a disconnection notice. In addition to the MINIMUM of \$241.09 owed, a reconnection fee of \$50 and a deposit of \$100 (unless they already have a deposit) will be assessed to any customer whose service is disconnected.

Please note that the amounts listed above are the MINIMUM amounts. Most residential accounts are billed at least an additional \$10-20 per month and commercial accounts are typically substantially more than that.

While I was working on compiling this information I learned that the Ohio Legislature has apparently made the suspension of water service a State-wide law that is no longer at Council's discretion. I do not know the details on that yet, but it could extend beyond the June 30 date chosen by the Council.

Finally recall that Avon Lake Regional Water raised our rate and that rate increase was passed on to our customers. Effective July 1, 2020 rates will increase by approximately 2.67% such that the new minimum bill will be \$36.29 consisting of \$15.19 for water, \$5.10 for water capital, and \$16.00 for rubbish. This increase will take effect for the bills due in July.

Thank you for your consideration,

Keith

Codified Ordinances of the City of Medina, Ohio:

141.02 (d):

The Board shall have exclusive authority to hear all requests to waive water, sanitation, or any other utility charges the City may bill. They shall have the authority to authorize payment plans for any such charges and the authority to waive or adjust disputed water, sanitation, or other utility charges up to two hundred dollars (\$200.00). Such decisions shall be issued by ordinary mail to the objecting customer, which shall be a final order. The Board shall also review any requests to waive charges in excess of two hundred dollars (\$200.00) and forward the request, together with its recommendation, to Council for final determination. Such recommendations shall be delivered to the Clerk of Council in writing for appropriate Council action.

917.06:

A ten percent (10%) penalty shall be added to the outstanding balance of any utility bill not paid on time. The penalty shall be assessed to the outstanding balance of any account not paid by month-end due date. Month-end due date shall be determined by the Director of Finance.

917.03:

(a) Establishing Utility Service.

(1) Where service is being established for a new utility user who utilizes water and rubbish service, a deposit of one hundred dollars (\$100.00) shall be collected by the Director of Finance. As an alternative to a deposit, the owner of the property may take responsibility for the City utilities by signing a form prescribed by the City.

(2) Where service is being established for a new utility user who utilizes rubbish only, a deposit equal to a three-month bill shall be estimated and collected by the Director of Finance. The deposit shall be held in trust until such time as the account is finalized.

(b) Disconnection; Reconnection Charges; Deposits.

(1) Water service shall be discontinued temporarily by order of the Director of Public Service or his authorized agent for failure to pay for water service or for any suspected violation of rules, regulations, rulings or authorizations hereinabove set forth. Council may permanently revoke a water service license, by resolution, upon a showing to its satisfaction that any rule, regulation or order as hereinabove set forth or as may hereafter be adopted has been or is being violated by any person using water service with or without consent of the owner of the real property being served.

(2) A fee of fifty dollars (\$50.00) shall be charged to users who have been certified for temporary disconnection.

(3) Where service has been certified for temporary discontinuation on a residential account for failure to pay utility services, a one hundred dollar (\$100.00) deposit shall be collected by the Director of Finance before service shall be restored. The deposit shall be held in trust until such time as the discontinued account is finalized.

Where service has been certified for temporary discontinuation on a commercial account for failure to pay for utility services, a deposit equal to a three-month bill shall be estimated and collected by the Director of Finance before service shall be restored. The deposit shall be held in trust until such time as the discontinued account is finalized.

(4) When two or more meters have been provided to a property which has a single service line and one or more of the users has been certified for temporary discontinuation of service, the City shall offer the owner one of the following four options:

A. The landowner may receive the bill for the single service, including the current delinquency, in his or her name.

B. The landowner may provide a service line to each one of the meters at the property, thus providing separate billings and separate collection on each.

C. The landowner may take responsibility for the tenant's bill in the event of nonpayment.

D. The City shall discontinue utility services.

Service Disconnections Suspended

On Wednesday, March 18, 2020 Medina City Council met in Special Session and passed Ordinance 62-20. This Ordinance was signed by Mayor Dennis Hanwell and took effect immediately. Under this Ordinance, disconnection of water service for nonpayment has been suspended from March 15, 2020 to June 30, 2020. Please continue to wash hands and maintain hygiene so that together we can beat COVID-19.

Note that while service terminations have been suspended, **amounts due have NOT been waived** and penalties continue to be assessed. **We urge you to make whatever payment you are able to make** so that the balance on your account does not spiral beyond your ability to pay.

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Note that while service terminations have been suspended, **amounts due have NOT been waived** and penalties continue to be assessed. **We urge you to make whatever payment you are able to make** so that the balance on your account does not spiral beyond your ability to pay.

Keith Dirham

From: Keith Dirham
Sent: Monday, March 23, 2020 12:13 PM
To: Dennis Hanwell (dhanwell@medinaoh.org); Council Offices
Cc: Utility Billing
Subject: Delinquent Utility Accounts
Attachments: COVID-19 Service Disconnections Suspended.docx

All:

I am sending this to keep you informed as to the number of utility accounts on disconnect and the amount of penalties.

The Finance Department assessed \$9,190.86 in penalties then printed and sent 268 utility disconnection notices today. The Finance Department placed a copy of the attached "COVID-19 Service Disconnections Suspended" notice into each of the 268 utility disconnections sent out today. A paper copy was also placed in your mailbox for your review.

The \$9,190.86 in penalties and the 268 disconnection notices are both down from average monthly totals of around \$10-12,000 in penalties and approximately 300 disconnection notices. These are down because due date was Friday, March, 20 and we waited until Monday, March 23 after posting payments made over the weekend to assess penalties and send notices.

Thank you,

Keith

ok
As Handed
4-1-2020

REQUEST FOR COUNCIL ACTION

No. RCA 20-079-4/13

FROM: Nino Piccoli Service Director

Committee: Finance

DATE: March 31, 2020

SUBJECT: 2020-2021 Equipment and General Pavement Services

SUMMARY AND BACKGROUND:

Respectfully request Council's authorization to advertise, bid and award a contract for the 2020-2021 Equipment and General Services Program. In the past, the City has combined the asphalt and concrete services into one contract bid. In 2017 we split the asphalt and concrete bids into two separate packages. As such, this request is for the Equipment and Asphalt General Paving Services Program. Additionally, we would like Council's authorization to include an option to extend this contract for a second year (2022)

Thank you for your consideration.

Estimated Cost:

Suggested Funding: Various Service Department accounts.

Sufficient funds in Account No.

Transfer needed from Account No.

To Account No.

NEW APPROPRIATION needed in Account No.

Emergency Clause Requested: No

Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

OK
Dennis Hanwell
4-2-2020

REQUEST FOR COUNCIL ACTION

No. RCA 20-080-4/13
Committee: Finance & Council

FROM: Mayor Dennis Hanwell
DATE: April 2, 2020
SUBJECT: General Liability Insurance Renewal

SUMMARY AND BACKGROUND:

Respectfully request Council to authorize the Mayor to sign the renewal agreement and supplemental applications with Argonaut Insurance Company for General Liability Coverage for the City of Medina, effective 4/1/20 through 4/1/21. The insurance premium is \$194,178 with an additional \$10,500 brokerage fee, for a total of \$204,678. The premium reflects a 34% increase from last year. Per our insurance consultant at Crain Langner this increase is a result of market increases for the most part, as well as a small percentage as a result of our claims history. Please note, our broker did not submit this quote to the City until March 24, 2020, which was the day after the last Council meeting.

USI

Respectfully ask the Council to permit taking this approval from Finance to Council and passing with the emergency clause at the April 13, 2020 meetings. The City has requested a binder to temporarily cover the City until this premium may be paid to implement the new policies.

Estimated Cost: \$ 204,678
Suggested Funding:
• Sufficient funds in Account No.
• Transfer needed from Account No.
to Account No.
NEW APPROPRIATION needed in Account No.
Emergency Clause Requested: YES
Reason: The policy expired April 1, 2020

COUNCIL USE ONLY:
Committee Action/Recommendation:

Council Action Taken:

Ord./Res. Ord. 74-20
Date: 4-13-20

USI Insurance Services LLC

PO Box 62889 * Virginia Beach, VA 23466

-----INVOICE-----

City of Medina
 132 North Elmwood Avenue
 Medina, OH 44256

Invoice Date 04/01/20
 Invoice No. 3232681
 Bill-To Code CITYMED
 Client Code CITYMED
 Inv Order No. 606*5679390
 Payment Due
 Amount Remitted: \$

Named Insured: City of Medina, Ohio

Please return this portion with your payment.

Make checks payable to: USI Insurance Services LLC

Effective Date	Policy Period	Coverage Description	Transaction Amount
04/01/20	04/01/20 to 04/01/21	Argonaut Insurance Company Policy No. BINDERPE462372908 *Renewal - Commercial Package Renewal - Commercial Package Invoice Number: 3232681 Amount Due:	194,178.00 194,178.00

*Premiums Due and Payable on Effective Date

USI Insurance Services LLC
 PO Box 62889 * Virginia Beach, VA 23466

-----INVOICE-----

City of Medina
 132 North Elmwood Avenue
 Medina, OH 44256

Invoice Date 04/01/20
 Invoice No. 3232673
 Bill-To Code CITYMED
 Client Code CITYMED
 Inv Order No. 606*5679384
 Payment Due
 Amount Remitted: \$

Named Insured: City of Medina

Please return this portion with your payment.

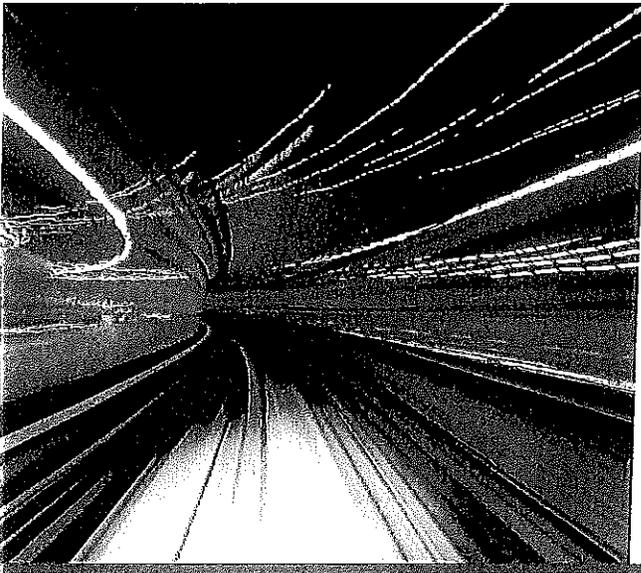
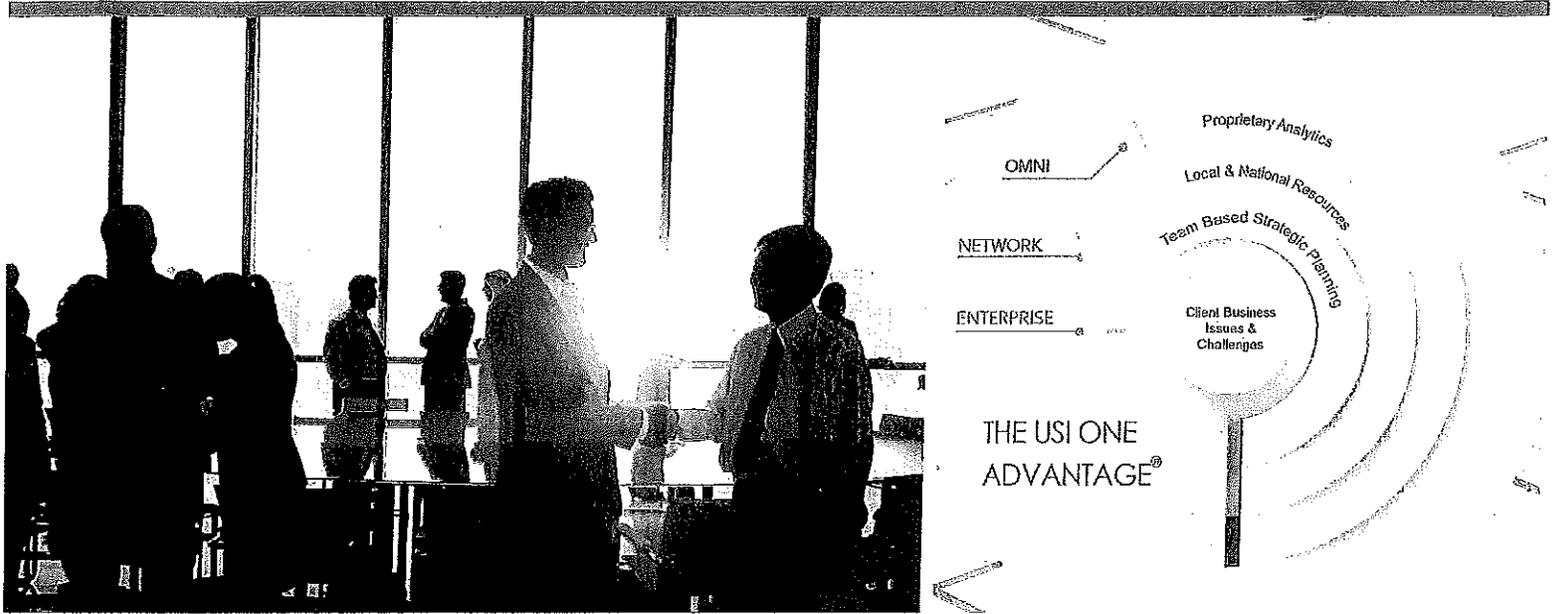
Make checks payable to: USI Insurance Services LLC

Effective Date	Policy Period	Coverage Description	Transaction Amount
04/01/20	04/01/20 to 04/01/21	Consulting Fees Policy No. CONSULTINGFEE *Renewal - Commercial Lines Fee Renewal - Commercial Lines Fee	10,500.00
		Invoice Number: 3232673 Amount Due:	10,500.00

*Premiums Due and Payable on Effective Date

Property & Casualty Insurance Proposal

City of Medina



Robert M Beglin
Shannon A Bogan

Date Prepared: March 20, 2020



About USI Insurance Services

USI is one of the largest brokerage and consulting firms in the world, delivering property and casualty, employee benefits, personal risk, program and retirement solutions to large risk management clients, middle market companies, smaller firms and individuals. Headquartered in Valhalla, New York, USI connects together over 6,000 industry leading professionals across more than 150 offices to serve clients' local, national and international needs. USI has become a premier insurance brokerage and consulting firm by leveraging the USI ONE Advantage®, an interactive platform that integrates proprietary and innovative client solutions, networked local resources and expertise, and enterprise-wide collaboration to deliver customized results with positive, bottom line impact. USI attracts best-in-class industry talent with a long history of deep and continuing investment in our local communities. For more information, visit usi.com.

The USI ONE Advantage®

What truly distinguishes USI as a leading middle market insurance brokerage and consulting firm is the USI One Advantage, a game-changing value proposition that delivers clients a robust set of risk management and benefit solutions and exclusive resources with financial impact. USI ONE™ represents **Omni**, **Network**, **Enterprise**—the three key elements that create the USI ONE Advantage and set us apart from the competition.

Omni – USI's Proprietary Analytics

Omni, which means "all," is USI's one-of-a-kind solutions platform—real time, interactive, dynamic and evolving, and customized for each client. Built in-house by USI subject matter experts, Omni captures the experience of more than 100,000 clients, thousands of professionals and over 100 years of business activity through our acquired agencies into targeted, actionable solutions.

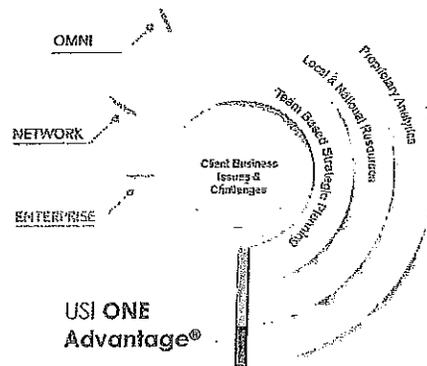
Network – USI's Local and National Resources

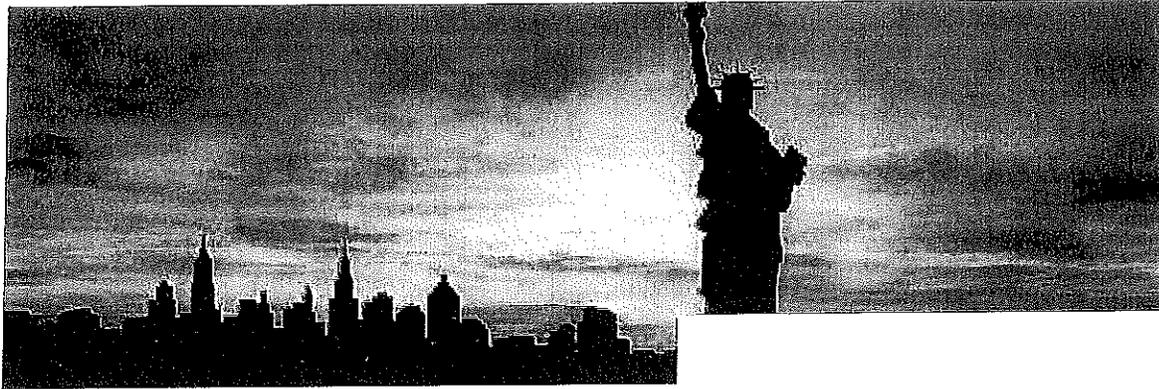
USI has made a very large investment in local resources and technical expertise, with more than 4,400 professionals networked nationally to build strong vertical capabilities and integrated account teams. Our local and regional experts ensure account team availability, hands-on service, and ongoing diligent follow-through so we can deliver on the solutions we customize for our clients.

Enterprise – USI's Team Based Strategic Planning

USI's enterprise planning is a disciplined, focused, analysis centered on our client's issues and challenges. Highly consultative meetings integrate USI's Omni analytics with our broad resource network to build a risk management strategy aligned with client business needs. Our enterprise process is a proven method for identifying, quantifying and minimizing client risk exposures.

The USI ONE Advantage—our Omni knowledge engine, with our Network of local and national resources, delivered to our clients through our Enterprise planning process gives USI fundamentally different solutions, the resources to deliver, and a process to bring superior results to our clients.





Public Entities

With a long history of partnering with public entities, USI understands that risk management in the public sector is not the same as risk management in the private sector.

Effectively managing risk in the public sector requires the assistance of a special broker who understands the distinct exposures of public entities and one who can work with you in developing a program that best meets your needs.

Making sound decisions regarding loss control and risk financing requires balancing the often-conflicting objectives of maintaining a desirable tolerance of risk while still meeting obligations to provide services, and doing so within a limited budgeting horizon and under what can sometimes be a great deal of political scrutiny.

USI is prepared to assist you with all your risk management needs whether you are a State, County, City Government, Town or Township, School District or Special Purpose District.

PRODUCTS

- Property Insurance Coverage
- Flood from Commercial Property Including Business Income
- Commercial/Inland Marine
- Toter and Machinery
- Commercial Crime
- Commercial Automobile
- Cargo
- Ocean Marine
- Aviation

LIABILITY INSURANCE COVERAGE

- Commercial General Liability
- Workers Compensation and Employers Liability
- Fiduciary Liability
- Medical Professional Liability
- Environmental Impairment Liability
- Airport Liability
- Excess and Umbrella Liability

SPECIAL LIABILITY COVERAGE

- Public Officers Liability
- Public Professionals Liability
- Educators Legal Liability
- Contracts of Suretyship
- Public Official Bonds

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Service Team

USI Insurance Services LLC

10100 Innovation Drive, Suite 220, Dayton, OH 45342

Main Number: (937) 223-8891 Toll Free: (855) 874-1295

Fax Number: (866) 972-6309 www.usi.com

Sales Executive

Your Sales Executive is *Robert M Beglin*

Direct Number: (937) 913-1320

Toll Free Extension: 51320

E-Mail: Rob.Beglin@usi.com

Account Executive

Your Account Executive is *David Anderson*

Direct Number: (937) 913-1301

Toll Free Extension: 51301

E-Mail: David.Anderson@usi.com

Account Manager

Your Account Manager is *Shannon Bogan*

Direct Number: (937) 913-1307

Toll Free Extension: 51307

E-Mail: Shannon.Bogan@usi.com

Assistant Account Manager

Your Assistant Account Manager is *Melinda McNabb*

Direct Number: (937) 913-1324

Toll Free Extension: 51324

E-Mail: Melinda.McNabb@usi.com



A.M Best Rating Guide

Rating Levels and Categories

Level	Category	Level	Category	Level	Category
A++, A+.....	Superior	B, B-.....	Fair	D.....	Poor
A, A-.....	Excellent	C++, C+.....	Marginal	E.....	Under Regulatory Supervision
B++, B+.....	Very Good	C, C-.....	Weak	F.....	In Liquidation
				S.....	Rating Suspended

Financial Size Categories (In \$000 of Reported Policyholders' Surplus Plus Conditional Reserve Funds)

FSC I		Up to	1,000	FSC IX	250,000	to	500,000
FSC II	1,000	to	2,000	FSC X	500,000	to	750,000
FSC III	2,000	to	5,000	FSC XI	750,000	to	1,000,000
FSC IV	5,000	to	10,000	FSC XII	1,000,000	to	1,250,000
FSC V	10,000	to	25,000	FSC XIII	1,250,000	to	1,500,000
FSC VI	25,000	to	50,000	FSC XIV	1,500,000	to	2,000,000
FSC VII	50,000	to	100,000	FSC XV	2,000,000	or more	
FSC VIII	100,000	to	250,000				

Copies of the Best's Insurance Reports on the insurance companies are available upon your request.

Carrier	Coverage Quoted	A.M. Best Rating	Admitted
Argonaut Insurance Company	Package	A:XII	Admitted

A Non-Admitted Carrier indicates the carrier is doing business in the state as a surplus lines or non-admitted carrier. As such, this carrier is not subject to the same regulations which apply to an admitted carrier.

SUMMARY OF COVERAGES, LIMITS & DEDUCTIBLE SECTION:

PROPERTY

COVERAGE:	LIMITS:	DEDUCTIBLE:
Blanket Building & Contents Limit	\$57,344,514	\$5,000
Additional Coverages		
Appurtenant Structures	\$100,000	\$5,000
Audio Visual & Communication Equipment	\$282,000	\$250
Commandeered Property	\$250,000	\$250
Computer Equipment	\$300,000	\$1,000
Portable Computer Equipment	\$1,500/\$15,000	
Debris Removal		\$5,000
Your Premises	\$250,000	
Wind Blown Debris	\$10,000	
Electronic Data	\$100,000	\$5,000
Fire Department Services Charge	\$25,000	None
Interruption of Computer Operations	\$10,000	\$5,000
Inventory & Appraisal	\$20,000	\$5,000
Key/Card Coverage	\$25,000	\$5,000
Limited Coverage for Fungus, Wet Rot, Dry Rot, Bacteria	\$15,000	\$5,000
Lock Replacement	\$10,000	None
Money & Securities		
On Your Premises	\$20,000	\$5,000
Away From Premises	\$10,000	\$5,000
Pollutant Clean up and Removal	\$500,000	\$5,000
Recharge of Fire Protection Equipment	\$10,000	None
Reward Payments	25% max \$15,000	None

Coverage Extensions		
Accounts Receivable	\$250,000	\$5,000
Additional Covered Property Underground pipes, flues, drains, Patios, running tracks paved surfaces, playgrounds, athletic fields	\$250,000	\$5,000
Accidental Classroom Chemical Spill	\$50,000	\$5,000
Animals	\$10,000/\$50,000	\$5,000
Changes in Temperature or Humidity	\$50,000	\$5,000
Fine Arts	\$100,000	\$5,000
Glass Display or Trophy Cases	\$5,000	\$500
Newly Acquired or Constructed Property Building	\$1,000,000	\$5,000
Business Income	\$500,000	
Business Personal Property	\$1,000,000	
Non-owned Detached Trailers	\$20,000	\$5,000
Off Premises Utility Failure-Covered Property	\$100,000	\$5,000
Outdoor Property	\$100,000	\$5,000
Pollution Clean up/removal	\$500,000	\$5,000
Property Effects & Property of Others	\$50,000	\$5,000
Any one Employee or Volunteer	\$1,500	\$5,000
Property Off Premises	\$250,000	\$5,000
Retaining Walls	\$5,000	\$5,000
Salesperson's Samples	\$10,000	\$5,000
SCADA Upgrade	\$100,000	\$5,000
Sign Coverage	\$25,000	\$5,000
Sod, Trees, Shrubs & Plants	\$10,000	\$5,000
Any one Tree, Shrub or Plant	\$1,000	
Spoilage	\$25,000	\$5,000
Valuable Papers	\$250,000	\$5,000
Undamaged Leasehold Improvements	\$50,000	\$5,000
Underground Fiber Optic Cable	\$10,000/\$50,000	\$5,000
Limitations		
Additional Coverage Extensions		
Property In Transit	\$100,000	\$5,000
Accumulation of Surface Water	\$25,000	\$5,000
Spoilage	\$25,000	\$5,000
Business Income Coverages		
Business Income & Extra Expense	\$500,000	72 hr
Dependent Property	\$100,000	72 hr
Interruption of Computer Operations	\$10,000	72 hr
Newly Acquired or Constructed Property -- BI	\$500,000	72 hr
Off Premises Utility Failure -- BI	\$100,000	24 hr
Ingress or Egress	\$25,000	72 hr
Pollutant Clean Up & Removal	\$25,000	72 hr

ADDITIONAL COVERAGES:

COVERAGE:	LIMITS:	DEDUCTIBLE:
Flood	\$5,000,000	\$50,000
Earthquake	\$5,000,000	\$50,000
Ordinance or Law Coverage A	Included	Included
Coverage B	\$1,000,000	
Coverage C	\$1,000,000	

EQUIPMENT BREAKDOWN

COVERAGE:	LIMITS:	DEDUCTIBLE:
Property	\$57,344,514	\$5,000
Business Income & Extra Expense	\$500,000	72 hours
Pollutant Clean Up & Removal	\$250,000	\$5,000
Data Restoration	\$100,000	\$5,000
Spoilage	\$250,000	\$5,000
Refrigeration Contamination	\$250,000	\$5,000
D&ICC	\$500,000	\$5,000

PROPERTY COVERAGE ENDORSEMENTS:

- Replacement Cost
- 100% Coinsurance
- 360 –Additional Coverage Modifications
- Foundations, roadways, walkways, patios, or other paved surfaces
- Fraud & Deceit
- Liberalization Clause broadens the coverage provided under property section or the policy without additional premium within 45 days prior to or during the policy period.
- Loss Payable Clause
- Newly Acquired – automatic up to 120 days for date of acquisition, real or personal property and business interruption. Flood and earthquake are excluded.
- Personal Property of officers and employees of the insured, other than motor vehicles.
- Policy Territory includes the United States of America (its territories and possessions), Puerto Rico and Canada.
- Premise boundary increased to 1000 feet
- Underground pipes, flues, or drains
- 30 Days Notice of Cancellation – non-renewal or material change.
- 10 Days Notice of Cancellation – non-payment

- Equipment Breakdown coverage
- Jurisdictional Inspection
- Expediting Expenses
- Computer Equipment
- Service Interruption- Business Income
- CFC Refrigerants

INLAND MARINE

COVERAGE:	LIMITS:	DEDUCTIBLE:
Animal Floater	\$18,000	\$1,000
Contractors' Equipment		
Scheduled	\$1,263,285	\$1,000
Unscheduled	\$1,175,000/\$2,500 Max Per Item	\$1,000
Equipment Borrowed from Others	\$250,000/\$100,000 Max Per Item	\$1,000
Equipment Leased/Rented from Others	\$250,000/\$100,000 Max Per Item	\$1,000
Miscellaneous Property		
Emergency – Fire Equipment	\$48,975	\$1,000
Watercraft	\$9,828	\$1,000
Unscheduled Fire Equipment	\$140,000/\$5,000 Max Per Item	\$1,000
Unscheduled Signs	\$25,000/\$25,000 Max Per Item	\$1,000

INLAND MARINE COVERAGE ENDORSEMENTS:

- Flood Coverage/Earthquake Coverage
- 30 Days Notice of Cancellation Non-Renewal or Material Change
- New acquisitions – 90 day automatic coverage
- Rental Expense Reimbursement
- Valuation – If not on Replacement Cost:
 - ACV
 - Cost to restoring to condition before loss or
 - Cost to replace with substantially identical property

LIABILITY

COVERAGE:

LIMITS:

DEDUCTIBLE:

General Liability- Annual Aggregate	\$3,000,000	\$0
Products-Completed Operations Aggregate	\$3,000,000	
Personal & Advertising Injury Limit	\$1,000,000	\$0
Each Occurrence Limit	\$1,000,000	\$0
Damage to Premises Rented to You	\$1,000,000	\$0
Employee Benefits Limit	Included	\$1,000
Employers Liability (Ohio Stop Gap)	\$1,000,000	\$0

Public Official Liability Each Wrongful Act	\$1,000,000	\$10,000
Public Official Liability Annual Aggregate	\$3,000,000	
Non Monetary defense limit (Does not reduce policy limits)	\$10,000 Per Suit/\$50,000 Annual Aggregate	None
Retro Active Date:	04/01/1997	

Employment Practice Liability Each Wrongful Act	\$1,000,000	\$10,000
Employment Practice Liability Annual Aggregate	\$3,000,000	
Non Monetary defense limit (Does not reduce policy limits)	\$50,000 Per Suit/\$50,000 Annual Aggregate	None
EEOC or similar agency defense limit (Does not reduce policy limits)	\$10,000 per complaint \$50,000 Aggregate	\$2,500
Back Wages	\$50,000	\$10,000
Retro Active Date:	04/01/1997	

Law Enforcement Liability	\$1,000,000	\$10,000
Law Enforcement Aggregate	\$3,000,000	

GENERAL LIABILITY COVERAGE ENDORSEMENTS:

- Aggregate Limits of insurance
- Legal Liability
- Blanket Additional Insured Endorsement
- Broadened Definition of Who Is an Insured
- Broadened Insured Contract Definition
- Contractual Liability
- Employees as Insured
- Host Liquor Liability
- Limited Pollution coverage based on exposures
 - Pesticides/herbicides
 - Chemicals for Water Treatment
 - Sewer operation

- Knowledge of Occurrence
- Newly Acquired
- Non-Owned Watercraft – less than 51 feet long
- Property Damage Liability-elevators & sidetrack agreements
- Volunteers as Insured
- 30 Days Notice of Cancellation Non-Renewal or Material Change
- 10 Days Notice of Cancellation Non-Payment
- Additional Endorsements:
 - Exclusion – Failure To Supply
 - Unmanned Aircraft Under 25 Pounds – Limit \$25,000
 - Injury to Volunteer Firefighters
 - Emergency Medical Technicians, Paramedics, Ambulance Attendants, Ambulance Drivers and Firefighters (Including Good Samaritan Coverage)
 - Employers Liability
 - Firefighters Elective Surgery Coverage Amendment
 - Sewer Backup Aggregate Limit - \$500,000

PUBLIC OFFICIAL LIABILITY COVERAGE ENDORSEMENTS:

- Broad Named insured includes past, present and future officials
- Zoning
- Land Use
- Permits
- Liable / Slander / Defamation / Wrongful Eviction

EMPLOYMENT PRACTICE LIABILITY ENDORSEMENTS:

- Broad named insured
- EEOC Defense
- Back wages
- Non – monetary defense for lawsuit

LAW ENFORCEMENT LIABILITY COVERAGE ENDORSEMENTS:

- Departmental authorized moonlighting
- Civil Rights violations

AUTOMOBILE

COVERAGE:	LIMITS:	DEDUCTIBLE:
Automobile Liability	\$1,000,000	None
Uninsured/Underinsured Motorists Liability	\$0,000	N/A
Medical Payments	\$5,000	None
Comprehensive	See Schedule	\$500
Collision	See Schedule	\$500
Non-Owned Liability	Included	None
Hired Car Liability	Included	None
Hired Car Physical Damage	\$50,000	**
Garagekeepers	\$50,000/\$50,000	\$500/\$500

AUTOMOBILE COVERAGE ENDORSEMENTS:

- Additional Insured Lessors
- Audio, Visual or Electronic Equipment
- Broadened Named Insured
- Bodily Injury Redefined
- Common Deductible
- Communication Equipment Coverage – permanently installed
- Employees as Insured
- Fellow Employee Coverage
- Fleet Coverage - No additional premium for vehicles added throughout the year except vehicles valued over \$250,000. Reporting required of added vehicles. Vehicle changes must be reported within 30 days of purchase.
- Hired Autos specified as Covered Autos
- Replacement Cost Endorsement
- Fire Districts or Departments Freezing Coverage
- Knowledge of Occurrence
- Lease Gap Coverage
- Loss Payable Clause
- Mandatory State Endorsements
- Notice of Occurrence
- Reimbursement of Deductible for Volunteer worker or employee using on entity business
- State Requirement- Notice of Cancellation Non-Renewal or Material Change
- 10 Day Notice of Cancellation Non-Payment

**Deductible is equal to the largest deductible applicable by any owned auto of the same vehicle type. If owned autos do not include this vehicle type, the lowest deductible on the policy for the same physical damage coverage will apply. No deductible applies to loss caused by fire or lightning.

EXCESS

Excess Liability Each Occurrence	\$10,000,000	None
Excess Liability Silo Aggregates	\$10,000,000	
Follow form over:		
General Liability	X	
Public Official Liability	X	
Employment Practice Liability	X	
Automobile Liability	X	
Employers Liability (Ohio Stop Gap)	X	
Law Enforcement Liability	X	

EXCESS COVERAGE ENDORSEMENTS:

- **Silo Aggregate** –applies individually over underlying coverage

Excess Liability – Silo aggregate example

Coverage	GL	LAW	POI	EPLI	AL
TOTAL	\$11M/\$13M	\$11/\$13M	\$11M/\$13M	\$11/\$13M	\$13M
Excess	\$10M/\$10M	\$10M/\$10M	\$10M/\$10M	\$10M/\$10M	\$10M
Primary	\$1M/\$3M	\$1M/\$3M	\$1M/\$3M	\$1M/\$3M	\$1M

GENERAL COVERAGE ENDORSEMENTS

- Notice of Occurrence
- Unintentional Errors & Omissions
- Sovereign Immunity non-waiver
- One deductible for two or more coverage parts included in loss
- Mandatory State Endorsements

COVERAGE EXCLUSIONS:

PROPERTY COVERAGE:

- Broad Form Nuclear Contamination
- Acts of Terrorism unless otherwise purchased.
- Delay or loss of market, or any other consequential or remote loss of any kind.
- Dishonest criminal acts by you, your partners, employees, directors or anyone to whom you entrust the property for any purpose.
- Earth Movement unless purchased
- Errors in Machine Programming or Instructions to Machines.
- Land
- Loss or damage as a result of insects, vermin, birds, or other animals.
- Loss of Earnings to Finished Stock, including time required to reproduce.
- Water/Flood Damage unless purchased
- Unexplained or Mysterious Disappearance

EQUIPMENT BREAKDOWN

- Corrosion, Erosion, Wear & Tear Exclusion
- EDP Media Exclusion – defect, virus, loss of data or other situation
- Fines

GENERAL LIABILITY COVERAGE:

- Asbestos Exclusion
- Aircraft, auto
- Bodily injury to any insured
- Bodily injury to any person injured while taking part in athletics
- Damage to Property of others
- Nuclear Energy Liability Exclusion
- Pollution Exclusion – except for hostile fire
- Professional Services Exclusion
- Workers Compensation
- War
- Watercraft over 51'

PUBLIC OFFICIAL LIABILITY COVERAGE:

- War
- Bodily injury to employee
- Issuance of bonds/tax assessment or valuations of properties/tax collection
- Criminal Acts-applies only to individual(s) who committed act
- Civil or criminal fines or penalties
- Prior or pending litigation
- Employment liability claims
- Collective bargaining agreement; lockout, strike, labor disputes or labor negotiations, union grievances
- Claim for equitable or injunctive relief initiated by a governmental entity

EMPLOYMENT PRACTICE LIABILITY

- Collective bargaining agreement
- Lockout, strike, labor disputes or labor negotiations, union grievances
- FLSA/MLRA/WARN/COBRA/ERISA/PBA/OSHA
- Criminal Acts- applies only to individuals(s) who committed act
- Claim for equitable or injunctive relief initiated by a governmental entity

LAW ENFORCEMENT LIABILITY COVERAGE

- War
- Bodily injury to employee
- Employment liability claims
- Criminal Acts-applies only to individual(s) who committed act
- Collective bargaining agreement; lockout, strike, labor disputes or labor negotiations, union grievances

AUTOMOBILE COVERAGE

- War /Nuclear Energy
- Pollution

INLAND MARINE COVERAGE EXCLUSIONS:

- Vehicles used for road use
- Real property & buildings
- Aircraft
- Wear & tear, inherent vice, freezing
- Mysterious disappearance or shortage disclosed by taking inventory

Premium Summary

Coverage	Proposed Term Premium
Property	Included
Boiler & Machinery	Included
Earthquake	Included
Flood	Included
Inland Marine	Included
General Liability	Included
Employee Benefits Liability	Included
Ohio Stop Gap Liability	Included
Public Official Liability	Included
Employment Practices Liability	Included
Law Enforcement Liability	Included
Auto Liability	Included
Automobile Physical Damage	Included
\$10MM Excess Liability	Included
Terrorism Coverage	\$2,630
Policy Annual Premium	\$191,548
Broker Fee	\$10,500
TOTAL ANNUAL PREMIUM PAYABLE TO USI INSURANCE SERVICES	\$204,678

Payment Terms:

- Annual Payment
- 25% Minimum earned premium
- Premium due upon receipt of invoice

Binding Requirements:

(Please note: Signed documents will be used for policy issuance. If schedules change after policy is issued, a premium change could result.)

- Signed TRIA form
- Signed Application
- Signed Statement of Values, Auto Schedule and Inland Marine Schedule

Note: This is a coverage summary, not a legal contract. This summary is provided to assist in your understanding of your insurance program. Please refer to the actual policies for specific terms, conditions, limitations and exclusions that will govern in the event of a loss. Specimen copies of all policies are available for review prior to the binding of coverage.

In evaluating your exposure to loss, we have been dependent upon information provided by you. If there are other areas that need to be evaluated prior to binding of coverage, please bring these areas to our attention. Should any of your exposures change after coverage is bound, such as your beginning new operation, hiring employees in new states, buying additional property, etc., please let us know so proper coverage(s) can be discussed.

Higher limits may be available. Please contact us if you would like a quote for higher limits.



Recommendations

- Review of current safety programs and training
- Enrollment in USI Risk Management Center

USI Disclosures

Information Concerning Our Fees: As a licensed insurance producer, USI is authorized to confer with or advise our clients and prospective clients concerning substantive benefits, terms or conditions of insurance contracts, to sell insurance and to obtain insurance coverages for our clients. You have agreed to pay compensation to USI, for the placement of insurance, pursuant to a written agreement. We may also receive from insurers and insurance intermediaries (which may include USI affiliated companies) additional compensation (monetary and non-monetary) based in whole or in part on the insurance contract we sell, which is contingent on volume of business and/or profitability of insurance contracts we supply to them and/or other factors pursuant to agreements we may have with them relating to all or part of the business we place with those insurers or through those intermediaries. Some of these agreements with insurers and/or intermediaries include financial incentives for USI to grow its business or otherwise strengthen the distribution relationship with the insurer or intermediary. Such agreements may be in effect with one or more of the insurers with whom your insurance is placed, or with the insurance intermediary we use to place your insurance. You may obtain information about the nature and source of such compensation expected to be received by us, and, if applicable, compensation expected to be received on any alternative quotes pertinent to your placement upon your request.



USI Privacy Notice

Our Privacy Promise to You

USI provides this notice to you, our customer, so that you will know what we will do with the personal information, personal financial and health information (collectively referred to as the "protected information") that we may receive from you directly or receive from your health care provider or receive from another source that you have authorized to send us your protected information. We at USI are concerned about your privacy and assure you that we will do what is required of us to safeguard your protected information.

What types of information will we be collecting?

USI collects information from you required both for our business and pursuant to regulatory requirements. Without it, we cannot provide our products and services for you. We will be collected protected information about you from:

- Applications or other forms, such as name, address, Social Security number, assets and income, employment status and dependent information;
- Your transactions with us or your transactions with others, such as account activity, payment history, and products and services purchased;
- Consumer reporting agencies, such as credit relationships and credit history. These agencies may retain their reports and share them with others who use their services;
- Other individuals, businesses and agencies, such as medical and demographic information; and
- Visitors to our websites, such as information from on-line forms, site visitorship data and on-line information collection devices, commonly called "cookies."

What will we do with your protected information?

The information USI gathers is shared within our company to help us maximize the services we can provide to our customers. We will only disclose your protected information as is necessary for us to provide the insurance products and services you expect from us. USI does not sell your protected information to third parties, nor does it sell or share customer lists.

We may also disclose all of the information described above to third parties with which we contract for services. In addition, we may disclose your protected information to medical care institutions or medical professionals, insurance regulatory authorities, law enforcement or other government authorities, or to affiliated or nonaffiliated third parties as is reasonably necessary to conduct our business or as otherwise permitted by law.

Our Security Procedures

At USI, we have put in place the highest measures to ensure the security and confidentiality of customer information. We will handle the protected information we receive by restricting access to the protected information about you to those employees and agents of ours who need to know that information to provide you with our products or services or to otherwise conduct our business, including actuarial or research studies. Our computer database has multiple levels of security to protect against threats or hazards to the integrity of customer records, and to protect against unauthorized access to records that may harm or inconvenience our customers. We maintain physical, electronic, and procedural safeguards that comply with federal and state regulations to safeguard all of your protected information.

Our Legal Use of Information

We retain the right to use ideas, concepts, know-how, or techniques contained in any nonpublic personal information you provide to us for our own purposes, including developing and marketing products and services.

Your Right to Review Your Records

You have the right to review the protected information about you relating to any insurance or annuity product issued by us that we could reasonably locate and retrieve. You may also request that we correct, amend or delete any inaccurate information by writing to us at the above address.





TRIDENT
PUBLIC RISK SOLUTIONS

Member Argo Group

**LAW ENFORCEMENT LIABILITY
SUPPLEMENTAL APPLICATION**

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER ARGONAUT INSURANCE COMPANY OR ARGONAUT GREAT CENTRAL INSURANCE COMPANY, A LICENSED INSURER.

Entity Name <i>Medwa Police Department</i>	Date <i>2/19/2020</i>
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Please include a copy of the most current Annual In-Service Training Schedule.

I. COVERAGE AND LIMIT

A. Coverage type: Occurrence or Claims-Made, Retroactive Date: _____
 B. Limit: \$ 1,000,000 per occurrence Annual Aggregate: \$ 3,000,000
 Deductible: \$ 10,000 or SIR: \$ _____

II. PERSONNEL INFORMATION

Personnel Type	# Full-time	# Part-time
Officers with power of arrest	<i>39</i>	<i>1</i>
Jailers/matrons/defention guards	<i>N/A</i>	<i>N/A</i>
Reserve officers with power of arrest Duties: <input checked="" type="checkbox"/> Traffic <input checked="" type="checkbox"/> Events Security <input type="checkbox"/> Other	<i>N/A</i>	<i>12</i>
Police canines or equines	<i>1</i>	<i>N/A</i>

Law Officer Turnover	Voluntary Terminations	Involuntary Terminations
Last 12 months	<i>1</i>	<i>N/A</i>
Last 36 months	<i>4</i>	<i>N/A</i>

III. UNDERWRITING INFORMATION

Police Chief Name: *Ed Kinney* Length of Tenure: *2.5 years*

Police Chief Highest Level of Education: *1 year of college*

A. Does the entity contract law enforcement services to any public or private entity? Yes No

If yes, describe:

Medwa Police Department provides law enforcement services to Lafayette Township.

B. Does the entity belong to any multi-jurisdictional law enforcement organization (ex. drug task force)? Yes No

If yes, describe the entity's involvement:
Medina Police Department works in collaboration with the Medina County Drug Task Force.

C. Is the entity accredited by CALEA? Yes No
 Is the entity accredited by the State? NA Yes No

D. Percentage of Officers Using Body Camera's: 100 %

E. Does the department promote a Social Media Presence (Facebook, Twitter, etc.)? Yes No

IV. POLICIES AND PROCEDURES

Policy	Do You Have Policy	Date of Last Revision
Use of Firearms	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	12/27/19
Use of Tasers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	9/15/16
Pursuits	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6/26/19
Domestic Violence	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6/26/19
Moonlighting / Secondary Employment	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	12/18/13
Handling of persons under the influence	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	8/17/16
Handling of mentally disabled/disturbed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	8/17/16
Armed while off duty	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	12/27/19
Use of volunteers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	12/18/13
Suicide Screening (if you have Holding Cell)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	8/17/16
Use of Cameras - Body and Dash Usage	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	1/9/2020
Privacy (ex. Hospitals/Homes)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Retention	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
FOIA	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

A. Are policies and procedures distributed to all personnel? Yes No

B. Are officers required to sign-off on Policy Manual? Yes No

C. Are Policies reviewed regularly by the entity's legal counsel?
 How often? Yearly

D. How does the department keep up to date on Case Law changes that may dictate policy/procedure update?
We use Lexipol Knowledge management System. We receive updates on Case law through Lexipol with policy, procedure updates.

E. Are Use of Force Reports and Investigations conducted for all of the following uses of force:
 OC Spray/Chemical Taser PR 24/Baton Firearm Tire Deflation Device

F. If yes to Use of Force Reports and Investigations, indicate below actions you make take if officer was found to have violated policy
 Refresher training Termination Verbal Warning Written Warning
 Other: _____

G. Has the department disciplined an officer for inappropriate Use of Force (in the last 3 years)? Yes No

V. TRAINING

Minimum law enforcement training hours required of officers with powers of arrest: 737 hours

Training Topic	New Hires	Continuing Education at Least Annually	Training Documented
Use of Tasers and Certification	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Fire Arms Qualification	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Pursuits / Defensive Driving	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Handling Domestic Violence Calls	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Handling Mentally Disturbed / Under Influence	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Harassment -- Internal	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Search and Seizure, Case Law	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

VI. HOLDING CELLS (for County Jails please complete TPRS-SUP200, Jail Supplement): Total Number of Cells: N/A

Any Overnight Detainment? Yes No

Intake Screening Includes:

- Health/Medical Screening? Yes No
- Suicide Screening? Yes No
- Screening is documented? Yes No

VI. Fleet Safety

A. Accident investigation is completed for Vehicle accidents involving police vehicles? Yes No
 If yes, who conducts the investigation? _____

B. Do officers participate in any type of driver training at least annually? Yes No
 If yes, describe? N/A

C. Pursuit policy contains provision for Supervisor discretion on terminating pursuits? Yes No
 Number of High Speed Pursuits Initiated last 12 months? 2

THIS SUPPLEMENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION

APPLICANT'S SIGNATURE	DATE

Medina Police Department

Annual In-Service Training 2020

January- Defensive Tactics- 3 hours

March- Legal Update- 2 hours

April- CPR/First Aid Update- 2 hours

May- Scenario Based Training- Virtual Range- 2 hours

June-Scenario Based Training-Defensive tactics/firearms- 3 hours

July-De-escalation training- 2 hours

August- Firearms Range Training- 2 hours

September- Firearms Range Training- 3 hours

October- Drug Free Workplace- 2 hours



TRIDENT
PUBLIC RISK SOLUTIONS

Member Argo Group

**FIRE DEPARTMENT / EMS
SUPPLEMENTAL APPLICATION**

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER ARGONAUT INSURANCE COMPANY OR ARGONAUT GREAT CENTRAL INSURANCE COMPANY, A LICENSED INSURER.

Entity Name <i>MEDINA CITY FIRE DEPT.</i>	Date <i>2/20/2020</i>
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Paid Fire Department to be included in quote? Yes No
 Volunteer Fire Department to be included in quote? *N/A* Yes No

- Fire Department Personnel Regular # 3 Volunteer # 42
 - Are mutual aid agreements in place with neighboring communities? Yes No
 - SOP requires personnel to report to station for emergency responses? Yes No
 - SOP requires operation of vehicles with due regard through intersections? Yes No
 - Are Volunteers permitted to respond in personal vehicles to emergency scenes? Yes No
- EMTs/Paramedics/EMTAs: Paid # _____ Volunteer # _____
- Are high activity intersection Traffic Signals equipped with Emergency Vehicle Preemption and Transit Signal priority system (Opticom or similar)? Yes No
- Fire/EMS Dispatch:
 - Does your department handle its own dispatch? Yes No
If no, who handles dispatch? MEDINA Police Dept.
 - Are incoming calls to dispatch recorded? Yes No
 - How long are tapes retained? 4.5 yrs.
 - Are training/certification procedures in place? Yes No

THIS SUPPLEMENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION

APPLICANT'S SIGNATURE <i>Bob [Signature] Fire Chief</i>	DATE <i>2/20/2020</i>
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TRIDENT
PUBLIC RISK SOLUTIONS

Member Argo Group

**RECREATIONAL ACTIVITIES
SUPPLEMENTAL APPLICATION**

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER ARGONAUT INSURANCE COMPANY OR ARGONAUT GREAT CENTRAL INSURANCE COMPANY, A LICENSED INSURER.

Entity Name City of Medina, Medina Community Rec Center	Date 02/13/2020
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PARKS AND RECREATION MANAGEMENT

Regular inspection/maintenance program for all facilities and equipment? Yes No

(Parks, playgrounds, equipment, buildings, etc.)

How often? Weekly Monthly Other: School owns property and building. Fire Marshall does inspections for complex.

Are inspections and corrective actions documented? Yes No

Does Entity secure Waiver and/or Consent Forms from all program participants? Yes No

Background checks for staff working with Youth? Yes No

CONCUSSION PROTOCOLS AND POLICY

Concussion Policy in Place? Yes No

Coaches trained in Concussion Protocols? Yes No

Immediate participant removal from game/activity if they appear to have suffered a head injury? Yes No

Return to play policy that includes Doctor clearance post concussion? Yes No

ABUSE AND MOLESTATION RISK MANAGEMENT

Known sexual abuse or molestation incidents. Yes No

If Yes, provide details:

Does the department have a written policy regarding prompt reporting of actual/suspected abuse/molestation? Yes No

Does the department have a written policy/procedure regarding a program participant complaint against a staff member, or a fellow program participant? Yes No

Are all employees, volunteers, and program participants made aware of program Rules what is considered unacceptable behavior? Yes No

Are criminal background checks conducted before hiring any employees who come in contact with minors? Yes No

Are records kept documenting background checks? Yes No

Are there minors in care overnight? Yes No, if Yes, is there a "Two Person Rule" in place? Yes No

Programs / Facilities	Exposure Check if Yes	Separate Legal Entity / Separately Insured Check if Yes	If Exposure "YES", please answer below
After School Care	<input type="checkbox"/>	<input type="checkbox"/>	Number of students: _____
Boating	<input type="checkbox"/>	<input type="checkbox"/>	Rental of boats? <input type="checkbox"/> Yes <input type="checkbox"/> No Rules posted & reviewed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Campground	<input type="checkbox"/>	<input type="checkbox"/>	Number of campsites: _____
Day Camps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Number of campers: <u>50 (Summer Camp)</u>
Day Care Center	<input type="checkbox"/>	<input type="checkbox"/>	Licensed by the State? <input type="checkbox"/> Yes <input type="checkbox"/> No
Exercise Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Location(s): <u>Medina Rec</u>
Golf Course	<input type="checkbox"/>	<input type="checkbox"/>	Contracted operations? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Certs of Insurance obtained? <input type="checkbox"/> Yes <input type="checkbox"/> No Alcohol sold on premises? <input type="checkbox"/> Yes <input type="checkbox"/> No
Ice Rink / Ice Skating	<input type="checkbox"/>	<input type="checkbox"/>	Rental of skates? <input type="checkbox"/> Yes <input type="checkbox"/> No
Lake / Reservoir	<input type="checkbox"/>	<input type="checkbox"/>	Swimming permitted? <input type="checkbox"/> Yes <input type="checkbox"/> No Rules posted? <input type="checkbox"/> Yes <input type="checkbox"/> No Lifeguards? <input type="checkbox"/> Yes <input type="checkbox"/> No
Parades / Festivals	<input type="checkbox"/>	<input type="checkbox"/>	Entity sells alcohol? <input type="checkbox"/> Yes <input type="checkbox"/> No Entity provides security? <input type="checkbox"/> Yes <input type="checkbox"/> No
Playgrounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inspections documented? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Skating	<input type="checkbox"/>	<input type="checkbox"/>	
Senior Center	<input type="checkbox"/>	<input type="checkbox"/>	Exercise classes provided? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, medical waiver required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Skateboard Park	<input type="checkbox"/>	<input type="checkbox"/>	Supervised? <input type="checkbox"/> Yes <input type="checkbox"/> No Inspections documented? <input type="checkbox"/> Yes <input type="checkbox"/> No
Swimming Pool(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rules posted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Lifeguards? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Diving Board? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Zoo	<input type="checkbox"/>	<input type="checkbox"/>	Average daily visitors: _____ Are visitors allowed to feed animals? <input type="checkbox"/> Yes <input type="checkbox"/> No
Other	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Description: <small>Rassal Room for patrons children up to 2 hours at a time. For ages 6 months to 8 years old, certain times of the day.</small>

THIS SUPPLEMENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION

APPLICANT'S SIGNATURE	DATE
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TRIDENT
PUBLIC RISK SOLUTIONS

Member Argó Group

UTILITIES SUPPLEMENTAL APPLICATION

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER ARGONAUT INSURANCE COMPANY OR ARGONAUT GREAT CENTRAL INSURANCE COMPANY, A LICENSED INSURER.

Entity Name CITY OF MEDINA	Date 2/20/2020
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WATER UTILITIES

<input type="checkbox"/> Water Treatment <input checked="" type="checkbox"/> Distribution or <input type="checkbox"/> Both Treatment and Distribution	
Payroll (less Clerical): \$ 619,923³⁰	Failure to Supply Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, Failure to Supply Limit: _____	
Comments	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is a recent Annual Water Quality report available upon request?
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Temporary/Emergency Water Supply (alternate source if primary source is impaired)? Describe:
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you subcontract any maintenance, installation or other operations? Describe Contracted Operations: WATER MAINLINE REPAIRS WHEN STREET RECONSTRUCTION OCCURS
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Do you use hold harmless agreements with contractors?

SEWER UTILITIES

<input type="checkbox"/> Sewage Treatment <input type="checkbox"/> Sewage Collection or <input type="checkbox"/> Both Treatment and Collection	
Payroll (less Clerical): _____	Sewer Backup Limit: _____
Sewer Backup Deductible: _____	
Comments	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Has system ever been cited or fined for non-compliance with required standards?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Local ordinance in place requiring grease traps?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Program in place for inspections and cleaning in areas with historical or known issues?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Line inspections are documented?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you subcontract any maintenance, installation or other operations? Describe Contracted Operations:
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you use hold harmless agreements with contractors?

ELECTRIC UTILITIES

Distribution Generation or Both Distribution and Generation
 Payroll (less Clerical): _____ Failure to Supply Requested: Yes No
 If Yes, Failure to Supply Limit: _____

N/A

Comments

Yes No
 Does electric utility generate electricity as well as distribute? If so, please provide breakdown:
 Generation: _____ %
 Distribution: _____ %

Comments

Yes No Fenced?

Yes No Is there warning signage at all locations?

Yes No Part of Regional grid or power pool?

Yes No Contingency includes alternative supplier?

Yes No Are you responsible for pole and line maintenance?

Yes No Do you subcontract any maintenance or operations?

Yes No Do you use hold harmless agreements with contractors?

Additional Comments:

GAS UTILITIES

Gas Producer Gas Distributor or Both Gas Producer and Gas Distributor
 Payroll (less Clerical): _____ Failure to Supply Requested: Yes No
 If Yes, Failure to Supply Limit: _____

N/A

Comments

Yes No Does the entity perform residential gas hookup? Describe:

Yes No Do you subcontract any maintenance or operations? Describe:

Yes No Do you use hold harmless agreements with contractors?

REQUIRED:

Please attach the most recent DOT Gas Leakage Reports (Form RSPA F 7100.1-1)

THIS SUPPLEMENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION

APPLICANT'S SIGNATURE	DATE
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TRIDENT
PUBLIC RISK SOLUTIONS

Member Argo Group

**CONCENTRATION OF VEHICLES
SUPPLEMENTAL APPLICATION**

BY COMPLETING THIS APPLICATION, THE APPLICANT IS APPLYING FOR COVERAGE WITH EITHER ARGONAUT INSURANCE COMPANY OR ARGONAUT GREAT CENTRAL INSURANCE COMPANY, A LICENSED INSURER.

Entity Name <u>CITY OF MEDINA</u>	Date <u>2/20/2020</u>
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Only Complete if the entity has a concentration of vehicles with a total value of \$2,000,000 or more at a single location.

Location 1	Total Exposed Values VEHICLES
Physical Address: <u>781 W. SMITH ROAD MEDINA, OHIO</u>	\$ <u>2,350,000</u>
Occupancy: <u>REAR ANNEX BUILDING</u>	
Flood Zone: _____	
Property Protection Class: _____	

Please provide a schedule of autos garaged at this location.

Outdoor Lot	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Covered	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fenced	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Gated with Controlled Access	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Camera Equipped	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Routine Police Patrol	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Indoor Parking	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Sprinklered	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Personnel onsite 24/7	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Smoke Alarm	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire Alarm	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Centrally monitored	<input type="checkbox"/> Yes	<input type="checkbox"/> No

periodic police patrol

Location 2	Total Exposed Values VEHICLES
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Physical Address: 781 W. SMITH ROAD MEDINA OHIO
 Occupancy: FRONT BUILDING CLOSEST TO
 Flood Zone: W. SMITH ROAD.
 Property Protection Class: _____

\$ 2,800,000
 Please provide a schedule of autos garaged at this location.

- Outdoor Lot _____ Yes No
- Covered _____ Yes No
- Fenced _____ Yes No
- Gated with Controlled Access _____ Yes No
- Camera Equipped _____ Yes No
- Routine Police Patrol _____ Yes No

- Indoor Parking _____ Yes No
- Sprinklered _____ Yes No
- Personnel onsite 24/7 _____ Yes No
- Smoke Alarm _____ Yes No
- Fire Alarm _____ Yes No
- Centrally monitored ROUTINE POLICE PATROL _____ Yes No

Location 3	Total Exposed Values VEHICLES
------------	----------------------------------

Physical Address: _____
 Occupancy: _____
 Flood Zone: _____
 Property Protection Class: _____

\$ _____
 Please provide a schedule of autos garaged at this location.

- Outdoor Lot _____ Yes No
- Covered _____ Yes No
- Fenced _____ Yes No
- Gated with Controlled Access _____ Yes No
- Camera Equipped _____ Yes No
- Routine Police Patrol _____ Yes No

- Indoor Parking _____ Yes No
- Sprinklered _____ Yes No
- Personnel onsite 24/7 _____ Yes No
- Smoke Alarm _____ Yes No
- Fire Alarm _____ Yes No
- Centrally monitored _____ Yes No

THIS SUPPLEMENTAL APPLICATION IS INCORPORATED BY REFERENCE INTO THE PRIMARY APPLICATION

APPLICANT'S SIGNATURE	DATE
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Veh #	Year	Make	Model	VIN (17 digits)	Class Codes*	Deductibles	
						Comp	Coll
1	2010	Ford	Escape	1FMCU9C71AKC78583	01499	\$17,459	500
2	2010	Ford	Escape	1FMCU9C73AKC78584	01499	\$17,362	500
3	2010	Ford	Escape	1FMCU9C75AKC78585	01499	\$17,362	500
4	2004	Ford	DRW Super Duty	1FDWFP36P14ED46335	01499	\$28,010	500
5	2011	Ford	F-250 4 X 2 Ext. Cab	1FT7X2A68BEA59697	01499	\$20,067	500
6	1997	Ford	F250	1FTEF2767VKD04576	01499	\$15,888	500
7	2005	GMC	2500 HD 4x4	1GTHK24085E307657	01499	\$21,368	500
8	1946	American	La France	L-2276	7909	\$12,787	500
9	1995	Pierce	Custom Pumper	4P1CT02D9SA000555	7909	\$261,475	500
10	1997	Pierce	Pumper	4P1CT02D7VA000316	7909	\$307,205	500
11	1997	Pierce	Aerial Snorkel	4P1CT0255VA000345	7909	\$605,170	500
12	2006	Ford	F250 4X4 Extended	1FTSX21596ED96418	7908	\$18,000	500
13	2008	Ford	Explorer EX LT	1FMFU16528LA78292	7908	\$36,880	500
14	2010	Aerial	Ladder Truck	4S7AX2C939C071032	7909	\$797,000	500
15	2000	GMC	Sierra C3500 HD	1GDKC34F8YF512092	01499	\$36,292	500
16	2000	GMC	Sierra C3500-HD	1GDKC34F6YF467380	01499	\$30,569	500
17	2005	Ford	F350 PICK UP	1FTWF305X5EC46103	01499	\$16,269	500
18	2008	Ford	F-550	1FDAF56R68EE12391	21499	\$27,000	500
19	2009	GMC	SIERRA K1500	1GTEK19C99Z227666	01499	\$20,433	500
20	2008	Ford	FUSION	3FAHP06Z18R264849	7911	\$13,865	500
21	2010	Ford	FUSION	3FAHP0GA9AR180440	7911	\$14,825	500
22	2010	Ford	FUSION	3FAHP0GA2AR180439	7911	\$14,825	500
23	2009	Chevrolet	IMPALA	2G1WT57K591177420	7911	\$14,500	500
24	2009	Chevrolet	IMPALA	2G1WT57K091167720	7911	\$14,500	500
25	2001	International	Dump	1HTXHAET41J004583	21479	\$86,434	500
26	2002	International	PACKER	1HTXHAET42J029002	21499	\$86,434	500
27	2002	International	HOOK	1HTXHAET22J029001	21499	\$86,434	500
28	2004	Sterling	ACTERRA	2FZHCD84AN46197	21499	\$108,550	500
29	2005	International	PACKER	1HTWYAHT85J039172	21499	\$65,000	500
30	1991	International	CONTAINER	1HTSDNUNXMH382094	21499	\$52,766	500
31	2009	Mack	Truck	1M2AV04C79M002873	21499	\$178,500	500
32	2010	Dodge	RAM	3D7JV1EP0AG111829	31499	\$24,890	500
33	1998	International	DUMP TRUCK	1HTGBAAR0WH528842	01499	\$61,086	500
34	2000	International	DUMP TRUCK	1HTGBAAR7YH258284	21479	\$44,779	500
35	1998	Chevrolet	TRUCK (Aerial Truck)	1GBKC34F8WF063826	21479	\$24,457	500
36	2002	International	DUMP	1HTGBAAR02HS17057	01499	\$44,967	500
37	2002	International	LEAF	1HTSDAAR92H501797	21479	\$64,351	500
38	2005	Ford	F 550 DUMP	1FDAF56P85EA16814	21499	\$35,145	500
39	2005	International	7400	1HTWDAAR361221390	21479	\$92,657	500
40	2006	International	SEWER JET	1HTMKAAAR46H262888	21499	\$95,000	500

41	2007	International	PLOW	1HTWDAAR77J450902	21499	\$52,000	ACV	500	500
42	2007	Ford	F 550	1FDAF56P37FA95909	01499	\$41,697	ACV	500	500
43	2008	International	Truck	1HTWDAAR48J651027	21499	\$57,314	ACV	500	500
44	2008	GMC	SIERRA 1500	1GTCEC19038Z123157	01499	\$30,000	ACV	500	500
45	2006	International	7400 LEAF	1HTWCAAR37J400159	21499	\$69,900	ACV	500	500
46	2011	GMC	SIERRA 1500	1GTR2TEA2BZ187857	01499	\$23,844	ACV	500	500
47	2006	Ford	F550 DUMP	1FDAF56P86E992778	21479	\$37,000	ACV	500	500
48	2007	GMC	CANYON	1GTC5191E578231547	01499	\$14,400	ACV	500	500
49	2008	Chevrolet	SILVERADO	1GCHK39K78E208488	01499	\$26,650	ACV	500	500
50	2010	GMC	SIERRA	1GTSKTEAXAZ236299	01499	\$21,737	ACV	500	500
51	2012	International	Sanitation Truck	1HTGSSIT2CJ591981	31499	\$175,000	ACV	500	500
52	2012	Ford	Transit Connect Van	NM059CN8CT080288	01499	\$22,667	ACV	500	500
53	2000	Mack	Front Loader	1M2AC07C1YM005042	31499	\$154,549	ACV	500	500
54	2003	Mack	Front Loader	1M2K195C43M022363	31499	\$149,690	ACV	500	500
55	2012	Ford	F150-LGT	1FTMF1CM0CKE37705	01499	\$16,840	ACV	500	500
56	2012	Freightliner	Vacuum Sweeper	1FVACXDT5CHBU0325	21499	\$199,800	ACV	500	500
57	2013	Ford	Explorer	1FM5K7ARXDG863821	7912	\$29,657	ACV	500	500
58	2014	Ford	Explorer	1FM5K8AR5EGA92065	7911	\$33,002	ACV	500	500
59	2014	Ford	Explorer	1FM5K8AR9EGA92067	7911	\$33,002	ACV	500	500
60	2014	Ford	Explorer	1FM5K8AR4EG827632	7911	\$30,469	ACV	500	500
61	2011	Ford	F250 4x4	1FTBF2B6X8EA59695	01499	\$26,215	ACV	500	500
62	2011	Ford	Truck	1FTMF1CM9BKD97834	01499	\$15,703	ACV	500	500
63	2013	Smeal	Fire Truck	52XABZCYGCR1A1102	7909	\$385,278	RC	500	500
64	2000	International	Tandem Trailer	1HTGCADT2YH317634	68499	\$56,500	ACV	500	500
65	2015	Ford	F250 Truck	1FTBF2B62FEA52794	01499	\$23,548	ACV	500	500
66	2015	Ford	F250 Truck	1FTBF2B67FEA52791	01499	\$23,548	ACV	500	500
67	2015	Ford	F250 Truck	1FTBF2B69FEA52792	01499	\$23,548	ACV	500	500
68	2013	Ford	Transit	NM0LS7CN2DT165864	01499	\$22,600	ACV	500	500
69	2015	Ford	F150 Pick-up	1FTEX1EM8EKF78717	01499	\$29,070	ACV	500	500
70	2014	Ford	Transit Connect Van	NM0LS7E72E1160093	01499	\$22,849	ACV	500	500
71	2015	Ford	Transit Wagon 150	1FMZK1CMXFKA26068	01499	\$30,597	ACV	500	500
72	2015	International	Truck	1HTMYSKLOFH663143	31499	\$68,554	ACV	500	500
73	1996	Cleveland	Tandem Trailer	4MNDP2524T0000880	68499	\$6,811	ACV	500	500
74	2008	Landscape	Trailer	5NDFB162785001809	69499	\$2,395	ACV	500	500
75	2013	Cleveland	Tandem Trailer	4MNDP2721D1000408	68499	\$12,000	ACV	500	500
76	2009	Quality	Tilt Trailer	5NDFTL6209S000239	68499	\$7,000	ACV	500	500
77	2008	Ford	F250 XL	1FTNF21518EE05566	01499	\$27,000	ACV	500	500
78	2013	Chevrolet	IMPALA	2G1WDS5E30D125509	7911	\$0	Liability Only	500	500
79	2015	Ford	Explorer	1FM5K8AR7FGB12981	7911	\$33,735	ACV	500	500
80	2015	Ford	Explorer	1FM5K8AR9FGB12982	7911	\$33,735	ACV	500	500
81	2015	Ford	Explorer	1FM5K8AR0FGB12983	7911	\$33,735	ACV	500	500
82	2015	Freightliner	Truck	1FVHG3DV4FHGS0955	31499	\$172,853	ACV	500	500
83	2015	Ford	Explorer	1FM5K8AR0FGC26787	7911	\$33,725	ACV	500	500

84	2009	Freightliner	Truck	1FVACBXS9HAE2167	31499	\$140,000	ACV	500
85	2015	Smeal	GA40M-2124 Fire Apparatus w/H6560 Tel	4S7AV2D98FC079448	7909	\$625,000	RC	500
86	2016	Ford	Explorer	1FMSK8AR7GGA28810	7911	\$32,925	ACV	500
87	2016	Ford	Explorer	1FMSK8AR0GGA28809	7911	\$32,925	ACV	500
88	2016	Ford	Explorer	1FMSK8AR9GGA28811	7911	\$32,925	ACV	500
89	2007	Scotty	Bleacherfit Fire Safety Trailer	1SSTT35T3711SS192	7909	\$48,975	ACV	500
90	2016	Ford	F4D DRW Super Duty	1FD0W4GY3GEB43177	01499	\$34,119	ACV	500
91	2015	Mack	MRU Sanitation Truck	1M2AV04C4FM012661	31499	\$225,048	ACV	500
92	2016	Freightliner	108SD Snow Plow Truck	1FVAG5CY6GHH9527	31499	\$139,837	ACV	500
93	2016	Sure-Trac	Utility Trailer	5JW1U10G1140135	69499	\$1,500	ACV	500
94	2017	Dodge	Durango	1C4ROJAG1HC725808	7911	\$29,699	ACV	500
95	1991	Ford	Leaf Loader	1FDXK84A5MVA06214	31499	\$84,120	ACV	500
96	2015	Ford	Truck	1FTBF2B60FEA52793	01499	\$23,548	ACV	500
97	2012	Pierce Impel	Truck	4P1C101A7CA012718	21499	\$431,320	RC	500
98	2008	Ford	F-450	1FDXX47RX8ED511126	21499	\$129,162	ACV	500
99	2005	Spartan	Heavy Rescue Truck	4S7AT2D995C049850	21499	\$413,777	ACV	500
100	2001	Pierce Pumper	Truck	4P1CT02U91A001073	21499	\$306,871	ACV	500
101	1993	Sutphen Pumper	Truck	1S9A1HBD9P1003108	21499	\$275,000	ACV	500
102	2014	Ford	Explorer	1FM5K8AR6EGA33350	21499	\$26,734	ACV	500
103	2013	Freightliner	Vacuum Truck	1FVACYTD8DHFA7107	01499	\$215,750	ACV	500
104	2018	Freightliner	Truck	1FVHG3DV2JHS9466	01499	\$107,379	ACV	500
105	2018	GMC	Sierra 1500	3GTU2LEH8JG126535	01499	\$29,434	ACV	500
106	2018	Ford	F150 XL	1FTEX1EB9JFA98123	01499	\$24,824	ACV	500
107	2018	Freightliner	Dump Truck	1FVHG3FE8JHV0951	21479	\$133,962	ACV	500
108	2017	Ford	Fusion	3FA6P0G72HR300987	7911	\$18,250	ACV	500
109	2017	Ford	F550	1FDUF5HY4HEF20932	01499	\$60,614	ACV	500
110	2017	Chevrolet	4500 Truck	54DCDW1B4HS805273	01499	\$40,247	ACV	500
111	2018	Ford	Interceptor	1FM5K8AR7IGB000094	7911	\$27,562	ACV	500
112	2018	Ford	Interceptor	1FM5K8AR9JGB000095	7911	\$27,562	ACV	500
113	2018	Ford	Interceptor	1FM5K8AR0JGB000096	7911	\$27,562	ACV	500
114	2012	International	Pumper	1HJSSK3DRZ66025	7909	\$235,000	RC	500
115	2019	Freightliner	M2 106 Truck	1FVACFC7KHKD9927	40499	\$137,800	ACV	500
116	2019	Spartan	Smeal Pumper Fire Truck	4S7CU2D96IC083096	7911	\$296,291	RC	500
117	2018	Ford	Police Interceptor	1FAHP2MK8IG133917	7911	\$24,428	ACV	500
118	2018	Ford	F250	1FTW1EPXJFD70936	1499	\$28,315	ACV	500
119	2018	Ford	Super Crew XL	1FTW1EPXJFD70936	7909	\$44,000	ACV	500
120	2019	Ford	F250	1FT7X2B63KEE67183	01499	\$36,899	ACV	500
121	2020	Freightliner	Truck	1FVAG5FE8LHLU0930	21499	\$147,799	ACV	500
122	2020	Ford	Explorer	1FM5K8AB7LGA19554	7911	\$24,652	ACV	500
123	2020	Ford	Explorer	1FM5K8AB9LGA19555	7911	\$31,743	ACV	500
124	2020	Ford	Explorer	1FM5K8AB0LGA19556	7911	\$31,743	ACV	500
125	2020	Freightliner	Truck	3ALHG3DV2LDF5639	31499	\$211,585	ACV	500
126	2020	Ford	Explorer	1FM5K8AB5LGA19553	7911	\$26,073	ACV	500

127	2020	Ford	Explorer	1FM5K8AB4LGA55850	7911	\$31,763	ACV	500	500
128	2015	Ford	F250	1FDBF2B63FEB24839	1499	\$31,674	ACV	500	500
129	2015	International	Truck	1HTTKPKK8FH518112	1499	\$58,229	ACV	500	500
130	2020	Freightliner	Truck	1FVW/G3DV4LHKZ2167	31499	\$181,444	ACV	500	500
131	2020	Chevrolet	Malibu	1G1ZC5STXLH057951	7911	\$16,836	ACV	500	500
132	2019	Ford	F550	1FDUF5HY8KEF73172	21499	\$67,750	ACV	500	500
133	2020	Ford	F3F8 Truck	1FDRF3F63LECG30508	1499	\$40,887	ACV	500	500
134	2020	Ford	F150	1FTEX1EB7LFA73675	1499	\$27,667	ACV	500	500
						\$114,319,786			

Signed Documents will be used for policy issuance, if schedules change after policy is issued a premium change could result

Signature _____ Title _____

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism. As *defined in Section 102(1) of the Act*: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85% THROUGH 2015; 84% BEGINNING ON JANUARY 1, 2016; 83% BEGINNING ON JANUARY 1, 2017; 82% BEGINNING ON JANUARY 1, 2018; 81% BEGINNING ON JANUARY 1, 2019 and 80% BEGINNING ON JANUARY 1, 2020, OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance or Rejection of Terrorism Insurance Coverage

	I hereby elect to purchase terrorism coverage for a prospective premium of \$ 2,630 .
	I hereby decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

Policyholder/Applicant's Signature

Trident Insurance Services, LLC
Company

Print Name

4623729-09
Policy Number

Date

Bldg#	Occupancy	Address	City	State	Zip	Values			Total
						Building	Contents		
1	City Hall/Police Dept	132 N. Elmwood	Medina	OH	44256	4,130,508	1,043,818	5,174,326	
1	Municipal Court Building	135 N. Elmwood	Medina	OH	44256	2,602,985	241,953	2,844,938	
1	Main Fire Station	300 W. Reagan Pkwy	Medina	OH	44256	2,764,962	0	2,764,962	
1	Fire Station #2	500 Lake Road	Medina	OH	44256	743,721	54,471	798,192	
1	Fire Station	50 Public Square	Medina	OH	44256	176,145	59,539	235,684	
2	Gazebo-Uptown Park	51 Public Square	Medina	OH	44256	430,196	0	430,196	
1	Satellite Fire Station	1000 Wadsworth	Medina	OH	44256	743,721	150,747	894,468	
1	City Garage	781 W. Smith Rd	Medina	OH	44256	7,457,862	155,812	7,613,674	
2	Aluminum Recycling	781 W. Smith Rd	Medina	OH	44256	130,478	0	130,478	
3	Vehicle Storage/Equipmt	781 W. Smith Rd	Medina	OH	44256	371,861	50,671	422,532	
4	Salt Storage Building	781 W. Smith Rd	Medina	OH	44256	109,600	0	109,600	
1	Memorial Park - Bath House	415 E. Homestead	Medina	OH	44256	54,801	0	54,801	
2	Memorial Park - Swim Pool	415 E. Homestead	Medina	OH	44256	450,969	0	450,969	
3	Memorial Park Pavilion and Play Areas (JUMP)	415 E. Homestead	Medina	OH	44256	438,746	0	438,746	
4	Memorial Park - Homestead Field - Ball Field Lighting	415 E. Homestead	Medina	OH	44256	126,678	0	126,678	
1	Cemetery Chapel	186 Spring Grove	Medina	OH	44256	371,861	0	371,861	
2	Mausoleum	186 Spring Grove	Medina	OH	44256	417,528	0	417,528	
3	Cemetery Garage/Office	186 Spring Grove	Medina	OH	44256	185,278	116,543	301,821	
1	Reagan Park Concession-Bill Dunn Field	951 Weymouth	Medina	OH	44256	110,905	0	110,905	
2	Reagan Park Maintenance Garage	951 Weymouth	Medina	OH	44256	371,861	262,222	634,083	
3	Reagan Park Pavilions and Play Area	951 Weymouth	Medina	OH	44256	105,585	0	105,585	
4	Reagan Park - Red Brick Building	951 Weymouth	Medina	OH	44256	18,269	0	18,269	
5	Reagan Park - Pole Barn	951 Weymouth	Medina	OH	44256	26,095	0	26,095	
6	Reagan Park Restrooms (single and quad)	951 Weymouth	Medina	OH	44256	148,744	0	148,744	
7	Reagan Park - Skate Park	951 Weymouth	Medina	OH	44256	76,007	0	76,007	
8	Reagan Park - Ball Field Lighting	951 Weymouth	Medina	OH	44256	981,747	0	981,747	
1	Roscoe Ewing Park Pavilion and Play Area	Roscoe Ewing Park	Medina	OH	44256	77,146	0	77,146	
2	Roscoe Ewing Park Restroom	Roscoe Ewing Park	Medina	OH	44256	32,620	0	32,620	
1	Sam Masi Park Pavilion and Play Area	Sam Masi Park	Medina	OH	44256	70,433	0	70,433	
1	Ray Meller Park Pavilion and Play Area	325 N. Huntington	Medina	OH	44256	90,004	0	90,004	
2	Ray Meller Park - Ball Field Lighting	325 N. Huntington	Medina	OH	44256	253,353	0	253,353	
3	Ray Meller Park - Splash Pad	325 N. Huntington	Medina	OH	44256	250,789	0	250,789	
4	Ray Meller Park - Restroom/Filter Building	325 N. Huntington	Medina	OH	44256	154,590	0	154,590	
1	Ken Cleveland Park Pavilion and Play Area	Ken Cleveland Park	Medina	OH	44256	83,099	0	83,099	
1	Fred Greenwood Park Pavilion and Play Area	W. Sturbridge Drive	Medina	OH	44256	90,004	0	90,004	
2	Fred Greenwood Park - Splash Pad	W. Sturbridge Drive	Medina	OH	44256	380,031	0	380,031	
3	Fred Greenwood Park - Concession	W. Sturbridge Drive	Medina	OH	44256	110,905	0	110,905	
4	Fred Greenwood Park Restroom	W. Sturbridge Drive	Medina	OH	44256	32,620	0	32,620	
5	Fred Greenwood Park - Ball Field Lighting	W. Sturbridge Drive	Medina	OH	44256	126,678	0	126,678	
1	Jaycee Park Pavilion and Play Area	Jaycee Park	Medina	OH	44256	58,145	0	58,145	
1	Liberty Park Pavilion and Play Area	Liberty Park	Medina	OH	44256	51,622	0	51,622	
1	Huffman Park Pavilion and Play Areas	Huffman Park	Medina	OH	44256	109,008	0	109,008	
2	Huffman Park Restroom	Huffman Park	Medina	OH	44256	32,620	0	32,620	
1	Koons Water Tank	130 Koons Ave	Medina	OH	44256	1,857,997	0	1,857,997	

2	Koon's Booster Pump	130 Koons Ave	Medina	OH	44256	585,842	0	585,842
3	Koon's Booster Pump Station	130 Koons Ave	Medina	OH	44256	516,944	0	516,944
1	Steel Water Tank	1100 Wooster Pike	Medina	OH	44256	464,497	0	464,497
1	Fair Road Pumping Station	Fair Road	Medina	OH	44256	1,115,884	176,081	1,291,915
-2	Fair Road Booster Pump Station	Fair Road	Medina	OH	44256	225,942	0	225,942
1	Progress Water Tower	800 Progress Dr	Medina	OH	44256	2,087,636	0	2,087,636
1	Airport Maintenance	2050 Medina Rd	Medina	OH	44256	464,497	0	464,497
2	Airport - Hangar A	2050 Medina Rd	Medina	OH	44256	611,938	0	611,938
3	Airport - Hangar B	2050 Medina Rd	Medina	OH	44256	611,938	0	611,938
4	Airport - Hangar C	2050 Medina Rd	Medina	OH	44256	735,892	0	735,892
5	Airport - Hangar E	2050 Medina Rd	Medina	OH	44256	1,383,059	0	1,383,059
6	Airport Office - New	2050 Medina Rd	Medina	OH	44256	489,290	0	489,290
7	Hangar D	2050 Medina Rd	Medina	OH	44256	225,726	0	225,726
8	Fuel Tank	2050 Medina Rd	Medina	OH	44256	182,667	0	182,667
1	Weigh Station	1050 Liberty Street	Medina	OH	44256	182,667	0	182,667
1	Parking Deck	290 Liberty Street	Medina	OH	44256	5,028,595	12,668	5,041,263
1	Water Treatment Plant (storage only)	3733 Granger Rd	Medina	OH	44256	0	2,444,867	2,444,867
2	Old County Water Treatment Plant (storage only)	3733 Granger Rd	Medina	OH	44256	1,857,997	24,070	1,882,067
3	Old Water Treatment Plant (storage only)	3733 Granger Rd	Medina	OH	44256	0	649,853	649,853
4	Water Treatment Plant-Garage	3733 Granger Rd	Medina	OH	44256	110,905	8,866	119,771
5	Aerator Chamber (unused)	3733 Granger Rd	Medina	OH	44256	3,914	2,535	6,449
6	Settling Tank/Pump Vault (unused)	3733 Granger Rd	Medina	OH	44256	442,317	116,543	558,860
7	Underground Yard Piping (unused)	3733 Granger Rd	Medina	OH	44256	277,917	0	277,917
8	Raw Water Intake Structure (Unused)	3733 Granger Rd	Medina	OH	44256	14,601	16,351	30,952
9	Reservoir Pump House at Lake Medina (unused)	3733 Granger Rd	Medina	OH	44256	510,730	575,058	1,085,788
1	City Garage	781 West Smith Road	Medina	OH	44256	934,881	6,335	941,216
1	Progress Water Tank	790 Progress Drive	Medina	OH	44256	2,778,256	0	2,778,256
1	Bennet Lumber - Wood Barns	400 East Smith Street	Medina	OH	44256	0	0	0
1	Key Bank Drive Thru - RESTROOMS	119 Public Square	Medina	OH	44256	370,968	0	370,968
1	Moose Lodge - Parking Lot Only	140 West Liberty	Medina	OH	44256	0	0	0
1	Shooting Range	1050 West Liberty	Medina	OH	44256	129,793	0	129,793
2	Weigh Station	1050 West Liberty	Medina	OH	44256	744,049	0	744,049
1	Storage	406 S. Broadway	Medina	OH	44256	102,272	1,160	103,432
1	Storage Building	120 N. Elmwood	Medina	OH	44256	562,755	11,255	574,010
						51,163,096	6,181,418	57,344,514

Signed Documents will be used for policy issuance, if schedules change after policy is issued a premium change could result

Signature

Title

(auto-fill)

Item #	Category	Scheduling		Description (including year, make, model, serial #)	Limit	Deductible	(if unscheduled) Limit per Item
		Scheduled/	Unscheduled/				
1	Contractors Equipment	Scheduled		Ransomes Pushmower 5hp, Model: 922100, S/N: 9221002321	\$800	\$1,000	
2	Contractors Equipment	Scheduled		Campbell Hansfield Air Compressor 13 Gai, S/N: L6/24/97/85480	\$800	\$1,000	
3	Contractors Equipment	Scheduled		Case Backhoe, Model: 580 Super L U66, S/N: JGO258246	\$75,000	\$1,000	
4	Contractors Equipment	Scheduled		Case Backhoe, Model: 580 Super M U68, S/N: JGO376437	\$75,000	\$1,000	
5	Contractors Equipment	Scheduled		Case Backhoe, Model: 580 Super M U3, S/N: M6C41323	\$75,000	\$1,000	
6	Contractors Equipment	Scheduled		Case Wheel Loader, Model: 521C, S/N: JEE095063	\$1,000	\$1,000	
7	Contractors Equipment	Scheduled		MB Paint Machine, Model: 220, S/N: 4-1497	\$84,643	\$1,000	
8	Contractors Equipment	Scheduled		Graco Paint Stripe Unit, Model: 894A/5000, S/N: A1517	\$2,069	\$1,000	
9	Contractors Equipment	Scheduled		Graco Paint Stripe Unit, Model: 196B/5000, S/N: A2925	\$2,784	\$1,000	
10	Contractors Equipment	Scheduled		Honda Trash Pump, Model: WT20X	\$600	\$1,000	
11	Contractors Equipment	Scheduled		VON ARX Pavement Scarifier, Model: FR200, S/N: 393	\$589	\$1,000	
12	Contractors Equipment	Scheduled		Honda Generator	\$850	\$1,000	
13	Contractors Equipment	Scheduled		Mantis Tiller, Model: 7222E, S/N: 199054083	\$999	\$1,000	
14	Contractors Equipment	Scheduled		Wacker Tamper, Model: B552Y, S/N: 750802014	\$110,000	\$1,000	
15	Contractors Equipment	Scheduled		STIHL Weedeater, Model: FS200, S/N: 4134-011-2312	\$259	\$1,000	
16	Contractors Equipment	Scheduled		Target Walk Behind Concrete Saw Large, Model: PRO65 III 26, S/N: 312756	\$2,080	\$1,000	
17	Contractors Equipment	Scheduled		Eager Beaver Roller, Model: SRH150, S/N: 150SRH88087W	\$6,000	\$1,000	
18	Contractors Equipment	Scheduled		Ingersoll Air Compressor IR, Model: GR150, S/N: 150R45101M	\$1,000	\$1,000	
19	Contractors Equipment	Scheduled		Stihl Cut-Off Machine Saw, Model: TS700, S/N: 162929032	\$9,678	\$1,000	
20	Contractors Equipment	Scheduled		Stihl Cut-Off Machine Saw, Model: TS700, S/N: 165177697	\$8,017	\$1,000	
21	Contractors Equipment	Scheduled		Ford Tractor/Mower #U2, Model: C1022B, S/N: C414469	\$2,300	\$1,000	
22	Contractors Equipment	Scheduled		Concord Asphalt Hauler, Model: CRE400-AH-TR, S/N: 2467	\$300	\$1,000	
23	Contractors Equipment	Scheduled		Hustler Zero Turn Mower 60", Model: XR-7, S/N: 6062987	\$7,000	\$1,000	
24	Contractors Equipment	Scheduled		Hustler Diesel Sloper Mower, Model: 640, S/N: 6091552	\$11,000	\$1,000	
25	Contractors Equipment	Scheduled		Craftsman Puch Mower 4.5HP Craftsman 22", S/N: 101906M	\$130	\$1,000	
26	Contractors Equipment	Scheduled		STIHL Weedeater, Model: 29 FS66, S/N: 3111Y	\$120	\$1,000	
27	Contractors Equipment	Scheduled		Mantis Rototiller, S/N: 199049533	\$300	\$1,000	
28	Contractors Equipment	Scheduled		Arlens Rototiller, Model: RT7020	\$400	\$1,000	
29	Contractors Equipment	Scheduled		Stihl S 400 Abrasive Saw	\$800	\$1,000	
30	Contractors Equipment	Scheduled		Stihl Abrasive Saw, Model: TS700, S/N: 163486258	\$1,120	\$1,000	
31	Contractors Equipment	Scheduled		Dayton Pressure Washer 3000 PSI, Model: 52169, S/N: C63607 0589	\$1,200	\$1,000	
32	Contractors Equipment	Scheduled		Honda Trash Pump, Model: WT30X, S/N: WAB1-1127927	\$900	\$1,000	
33	Contractors Equipment	Scheduled		Honda Trash Pump, Model: WT30X, S/N: B6102	\$1,300	\$1,000	
34	Contractors Equipment	Scheduled		Honda Trash Pump, Model: WT20X, S/N: WZBE 1284394	\$1,300	\$1,000	
35	Contractors Equipment	Scheduled		Honda Trash Pump, Model: WT20X, S/N: WZBE 1229890	\$400	\$1,000	
36	Contractors Equipment	Scheduled		Honda Generator, Model: FG 2200X, S/N: 1047	\$400	\$1,000	
37	Contractors Equipment	Scheduled		Gillette Generator, Model: 3000 GPN 30H, S/N: WF15-406	\$1,000	\$1,000	
38	Contractors Equipment	Scheduled		Kohler Diesel Generator (Fair Road), Model: 180 ROZL, S/N: 651163	\$14,500	\$1,000	
39	Contractors Equipment	Scheduled		Kohler Diesel Generator (Koons Ave), Model: 150 ROZI, S/N: 695935	\$22,600	\$1,000	
40	Contractors Equipment	Scheduled		Cummins Diesel Generator (Speith Road), Model: DFEB, S/N: 4965118	\$34,500	\$1,000	
41	Contractors Equipment	Scheduled		Honda Generator, Model: EB 3000C, S/N: EZGP 1146534	\$1,219	\$1,000	
42	Contractors Equipment	Scheduled		Honda Portable Generator, Model: EM5000S, S/N: GC05-2610515	\$2,250	\$1,000	
43	Contractors Equipment	Scheduled		Honda Portable Generator, Model: EM5000S, S/N: GC05-2603559	\$8,000	\$1,000	
44	Contractors Equipment	Scheduled		Stihl Chain Saw, Model: MS250, S/N: 260801341	\$450	\$1,000	

45	Contractors Equipment	Scheduled	Onan Cummins Interstate Power Generator, Model: 12DJ1883D, S/N: H8902682 \$0	\$1,000
46	Contractors Equipment	Scheduled	2004 Stihl Chain Saw, Model: MS 660, S/N: 161570465	\$1,000
47	Contractors Equipment	Scheduled	2002 Stihl Chain Saw, Model: MS 044, S/N: 144642996	\$425
48	Contractors Equipment	Scheduled	2001 Stihl Chain Saw, Model: MS 200T, S/N: 149571740	\$300
49	Contractors Equipment	Scheduled	2002 Stihl Pole Chain Saw, Model: HT 75, S/N: 261044411	\$225
50	Contractors Equipment	Scheduled	2002 Stihl Blower, Model: BG85Z, S/N: 251494502	\$110
51	Contractors Equipment	Scheduled	2002-10 Jameson Pole Saw and Extensions (5)	\$110
52	Contractors Equipment	Scheduled	2006 Yale Climbing Line, Model: Blaze 11mm	\$50
53	Contractors Equipment	Scheduled	2006 Yale Climbing Line, Model: Poison Ivy 12mm	\$75
54	Contractors Equipment	Scheduled	2009 New England Loering Line, Model: Super Braid 5/8	\$100
55	Contractors Equipment	Scheduled	Sherrill Rope Bags (4)	\$40
56	Contractors Equipment	Scheduled	2009 Sherrill Safety/Flip Lines with Micrograb 8' (2)	\$225
57	Contractors Equipment	Scheduled	2009 Gecko Spurs, Model: American Spike	\$275
58	Contractors Equipment	Scheduled	2009 Petzle Saddle, Model: Sequoia Size 1	\$175
59	Contractors Equipment	Scheduled	2010 Supersonic Air Knife	\$1,100
60	Contractors Equipment	Scheduled	2009 Lesco Sprayer, Model: 200g 8hp Fiber, S/N: GZYL97B000113	\$4,775
61	Contractors Equipment	Scheduled	2012 Rayco Stump Grinder, Model: 1645SJR, S/N: 1645-0090512	\$25,000
62	Contractors Equipment	Scheduled	2011 Petzle Saddle, Model: Navaho Size 1	\$175
63	Contractors Equipment	Scheduled	Silky Handsaw, Model: Ibukit	\$25
64	Contractors Equipment	Scheduled	Silky Handsaw, Model: Sugi	\$25
65	Contractors Equipment	Scheduled	2011 Stihl Pole Chain Saw, Model: HT 131, S/N: 281309764	\$425
66	Contractors Equipment	Scheduled	2011 Stihl Hedge Trimmer, Model: HS 81T, S/N: 281128490	\$415
67	Contractors Equipment	Scheduled	2011 Stihl Chain Saw, Model: MS 200T, S/N: 172867018	\$475
68	Contractors Equipment	Scheduled	2001 Woodsman Wood Chipper, Model: 2114, S/N: 1W9R414101C341034	\$25,600
69	Contractors Equipment	Scheduled	2011 Zephyr Traffic Control Signs/Stands (4)	\$575
70	Contractors Equipment	Scheduled	2013 Stihl Pole Chain Saw, Model: HT131, S/N: 289034840	\$450
71	Contractors Equipment	Scheduled	2013 Stihl Backpack Blower, Model: BR600, S/N: 295303383	\$445
72	Contractors Equipment	Scheduled	Craftsman Air Compressor 33 Gal, Model: 919.16732, S/N: 2516236317	\$150
73	Contractors Equipment	Scheduled	2006 Toro Walk Behind Mower 48", Model: 30988, S/N: 260000334	\$3,500
74	Contractors Equipment	Scheduled	2007 Toro Walk Behind Mower 48", Model: 30988, S/N: 270000142	\$3,800
75	Contractors Equipment	Scheduled	2007 Toro Workman 4WD, Model: 4200, S/N: 07365-270000725	\$15,000
76	Contractors Equipment	Scheduled	Honda Centrifugal Pump 80 Series, Model: WB20X, S/N: 1157337	\$400
77	Contractors Equipment	Scheduled	Stihl Trimmer, Model: FS 110, S/N: 263662632	\$300
78	Contractors Equipment	Scheduled	2004 Toro Zero Steer Mower, Model: 74416, S/N: 250000112	\$6,000
79	Contractors Equipment	Scheduled	2005 Toro Zero Steer Mower, Model: 74416, S/N: 2500005342	\$6,500
80	Contractors Equipment	Scheduled	2005 Bobcat Skid Steer, Model: S250, S/N: S26017164	\$52,000
81	Contractors Equipment	Scheduled	Honda Snow Blower, Model: HS 55, S/N: 1003443	\$800
82	Contractors Equipment	Scheduled	2009 Bobcat Mini Excavator, Model: 435G, S/N: AACB11493	\$39,000
83	Contractors Equipment	Scheduled	2012 John Deere Pro Gator Gas, Model: 2020A, S/N: 1TC202ATECT070027	\$16,876
84	Contractors Equipment	Scheduled	2010 Stihl Blower, Model: BR600, S/N: 282116830	\$400
85	Contractors Equipment	Scheduled	2010 Stihl Blower, Model: BR600, S/N: 282116785	\$400
86	Contractors Equipment	Scheduled	2011 Stihl Trimmer, Model: FS 130R, S/N: 285316549	\$350
87	Contractors Equipment	Scheduled	2013 Little Wonder Truck Loader, Model: 8180, S/N: 2997705	\$3,225
88	Contractors Equipment	Scheduled	2013 JRCO Leaf Plow, Model: 480, S/N: 71.355	\$560
89	Contractors Equipment	Scheduled	2013 Stihl Trimmer, Model: FS100RX, S/N: 290752305	\$325
90	Contractors Equipment	Scheduled	1983 Brilloon Grass Seeder, Model: 138760	\$500

91	Contractors Equipment	Scheduled	2012 Case Backhoe, Model: 580 Super L, S/N: JIG0258246	\$75,000
92	Contractors Equipment	Scheduled	1999 Toro Workman Ball Diamond Groomer #2, Model: 3200, S/N: 07200-90289	\$1,000
93	Contractors Equipment	Scheduled	1989 John Deere Tractor, Model: 1050, S/N: CH10505013551	\$4,500
94	Contractors Equipment	Scheduled	1996 John Deere Commercial Walkbehind Mower 54" #1, Model: GS 75, S/N: MOS 8850	\$1,000
95	Contractors Equipment	Scheduled	Stihl Chain Saw, Model: 026, S/N: 241889978	\$150
96	Contractors Equipment	Scheduled	Stihl Chain Saw, Model: 017, S/N: 237675220	\$90
97	Contractors Equipment	Scheduled	2006 Stihl Chain Saw, Model: MS 310, S/N: 265343137	\$325
98	Contractors Equipment	Scheduled	2002 Stihl Concrete Saw, Model: TS400, S/N: 146181398	\$275
99	Contractors Equipment	Scheduled	2008 Tanaka Sidewalk Edger, Model: TLE-600, S/N: D219638	\$200
100	Contractors Equipment	Scheduled	1999 Mantis Tiller, Model: 7222E, S/N: 231470	\$125
101	Contractors Equipment	Scheduled	1997 Little Wonder Industrial Blower 8hp, S/N: 197151601	\$450
102	Contractors Equipment	Scheduled	1992 McLane Edger, Model: 1372RFT, S/N: 062678	\$100
103	Contractors Equipment	Scheduled	Bobcat Push Mower 20" 5hp, Model: M21-4	\$10
104	Contractors Equipment	Scheduled	Bobcat Push Mower 20" 5hp, Model: M21-4	\$50
105	Contractors Equipment	Scheduled	Vanguard Pressure Washer 9hp	\$25
106	Contractors Equipment	Scheduled	Stihl Back Power Blower, Model: BR-550, S/N: 267210423	\$150
107	Contractors Equipment	Scheduled	Stihl Trimmer, Model: FS 100 RX, S/N: 265401417	\$100
108	Contractors Equipment	Scheduled	2007 Stihl Weed Trimmer, Model: FS90R, S/N: 269639207	\$100
109	Contractors Equipment	Scheduled	2007 Stihl Weed Trimmer, Model: FS90R, S/N: 269639230	\$100
110	Contractors Equipment	Scheduled	2006 Stihl Hand Blower, Model: BG-85, S/N: 269890469	\$50
111	Contractors Equipment	Scheduled	2007 Stihl Hand Vac/Blower, Model: SH-85, S/N: 272649881	\$125
112	Contractors Equipment	Scheduled	2007 Stihl Hand Vac/Blower, Model: SH-85, S/N: 272249143	\$125
113	Contractors Equipment	Scheduled	2005 Stihl Pole Saw, Model: HT 101, S/N: 267174378	\$300
114	Contractors Equipment	Scheduled	2004 Toro Groundmaster (Batwing), Model: 4100, S/N: 30411-230000338	\$10,000
115	Contractors Equipment	Scheduled	1990 Landscape Trailer 16', S/N: UT6124B	\$700
116	Contractors Equipment	Scheduled	Craftsman Drill Press 10", Model: 137-2191, S/N: RAN25	\$75
117	Contractors Equipment	Scheduled	Craftsman Router, Model: 315-26921, S/N: A0418	\$50
118	Contractors Equipment	Scheduled	2010 Dewalt Compound Miter Saw 10", Model: DW713, S/N: 54866	\$200
119	Contractors Equipment	Scheduled	2008 Epoke-Epomini 5 Spreader, Model: 18074331	\$800
120	Contractors Equipment	Scheduled	2007 EZ Trench Bed Scraper, Model: BE 310-A, S/N: 631364	\$500
121	Contractors Equipment	Scheduled	1988 Hardy Liquid Fertilizer Spreader, Model: DK2600, S/N: 8810275	\$500
122	Contractors Equipment	Scheduled	2007 Honda Power Boss Press Sprayer C-190, Model: 20309, S/N: 1014588584	\$200
123	Contractors Equipment	Scheduled	2008 Toro Walk Behind Mower 22", Model: 20065, S/N: 280015667	\$50
124	Contractors Equipment	Scheduled	2010 Toro Workman HDX, Model: 07367, S/N: 290000299	\$12,000
125	Contractors Equipment	Scheduled	2012 Briggs & Stratton Workman, Model: HDX 31.5hp 23KW, S/N: 31201341	\$21,135
126	Contractors Equipment	Scheduled	2010 Botstitch Nail Gun, Model: RN46-1, S/N: 100810002T	\$125
127	Contractors Equipment	Scheduled	Craftsman Hedge Trimmer 22"	\$40
128	Contractors Equipment	Scheduled	2010 Dewalt Hammer Drill, Model: DCD950, S/N: 696388	\$90
129	Contractors Equipment	Scheduled	2010 John Deere Tractor, Model: 4320, S/N: LV4320H720373	\$25,000
130	Contractors Equipment	Scheduled	2011 Porter Cable Air Compressor, Model: C2005, S/N: 2961617340	\$100
131	Contractors Equipment	Scheduled	2011 Porter Cable Sander, Model: 330, S/N: 435835	\$50
132	Contractors Equipment	Scheduled	2012 Rahn Groomer w/Spring Tine Scarifier, Model: 650, S/N: 126	\$300
133	Contractors Equipment	Scheduled	2011 Stihl Hedge Trimmer, Model: HS45, S/N: 802569001	\$200
134	Contractors Equipment	Scheduled	2009 Toro Groundmaster, Model: 3280-D, S/N: 30345-290000315	\$450
135	Contractors Equipment	Scheduled	2007 Toro Groundmaster (Striper Mower), Model: 3500D, S/N: 30889270001004	\$6,500
136	Contractors Equipment	Scheduled		\$11,000

137	Contractors Equipment	Scheduled	2009 Toro Groundmaster, Model: 4100-D, S/N: 30413-2900000304	\$30,000	\$1,000
138	Contractors Equipment	Scheduled	2009 Toro Z Master, S/N: 74903-2900000388	\$2,500	\$1,000
139	Contractors Equipment	Scheduled	Trash Pump	\$100	\$1,000
140	Contractors Equipment	Scheduled	2007 Ventrac Compact Tractor, Model: 4200 VKD, S/N: WBB2307	\$6,000	\$1,000
141	Contractors Equipment	Scheduled	Ventrac Cab, Model: 702003, S/N: 413232-149	\$1,500	\$1,000
142	Contractors Equipment	Scheduled	2007 Ventrac Dirt Rake, Model: KP 540M, S/N: AB1102	\$2,000	\$1,000
143	Contractors Equipment	Scheduled	2012 Ventrac Power Broom, Model: HB 580, S/N: A131760	\$2,500	\$1,000
144	Contractors Equipment	Scheduled	2007 Ventrac Snow Blower Attachment- Model: KX520, S/N: AA1294	\$1,050	\$1,000
145	Contractors Equipment	Scheduled	2007 Ventrac Spyker Spreader (Fertilizer Spreader), Model: ED 220, S/N: AA1232	\$3,000	\$1,000
146	Contractors Equipment	Scheduled	2013 Ventrac Turbine Blower, Model: ET200, S/N: ET200-AB2265	\$3,800	\$1,000
147	Contractors Equipment	Scheduled	1986 Vicon (Pellet Fertilizer Spreader)	\$900	\$1,000
148	Contractors Equipment	Scheduled	Miller Generator/Weilder, Model: 250NT, S/N: LCS28150	\$2,700	\$1,000
149	Contractors Equipment	Scheduled	Ingersoll Rand Compressor, Model: T30, S/N: 10090278	\$2,500	\$1,000
150	Contractors Equipment	Scheduled	Goodall Starter Generator, Model: 708, S/N: 41230	\$1,400	\$1,000
151	Contractors Equipment	Scheduled	Wilson Horizontal Bandsaw, Model: 3410, S/N: 60512076	\$700	\$1,000
152	Contractors Equipment	Scheduled	Skat Beadblast Cabinet, S/N: SA41824	\$1,300	\$1,000
153	Contractors Equipment	Scheduled	Robinar Refrigerant System, Model: 34234, S/N: 9190899	\$2,300	\$1,000
154	Contractors Equipment	Scheduled	L-Tec Plasma Cutter, Model: PCM-VPI, S/N: A94B-50214	\$1,800	\$1,000
155	Contractors Equipment	Scheduled	Soix Grinder, Model: 2050, S/N: 69024	\$200	\$1,000
156	Contractors Equipment	Scheduled	Wilton Drill Press, Model: 2550, S/N: 6100086	\$800	\$1,000
157	Contractors Equipment	Scheduled	NAPA Air Jack, Model: 20 Ton, S/N: G0008000282	\$1,000	\$1,000
158	Contractors Equipment	Scheduled	Mohawk Automotive Lift, Model: SystemIA, S/N: 99C105	\$9,000	\$1,000
159	Contractors Equipment	Scheduled	Clean Burn Waste Oil Furnace, Model: CB2800, S/N: AN303241	\$5,000	\$1,000
160	Contractors Equipment	Scheduled	Gates Hose Fitting Crimper, Model: ABO00903, S/N: 359	\$1,200	\$1,000
161	Contractors Equipment	Scheduled	Lincoln Welder, Model: T16300/300, S/N: AC-568942	\$2,000	\$1,000
162	Contractors Equipment	Scheduled	Lincoln Welder, Model: Wire-Matic 255, S/N: U1951200328	\$2,200	\$1,000
163	Contractors Equipment	Scheduled	OTC Portable Crane, Model: A, S/N: 2709AE64527	\$2,300	\$1,000
164	Contractors Equipment	Scheduled	OTC Air Jack, Model: 1590-10 Ton	\$3,000	\$1,000
165	Contractors Equipment	Scheduled	OTC Transmission Jack, Model: 1791, S/N: 0512AD5391	\$1,200	\$1,000
166	Contractors Equipment	Scheduled	MPS1 Scan Tool, Model: 108004, S/N: 60220601	\$2,500	\$1,000
167	Contractors Equipment	Scheduled	Associated Battery Charger, Model: 6001A, S/N: 80234	\$400	\$1,000
168	Contractors Equipment	Scheduled	Carolina Hydraulic Press, Model: CBP1200, S/N: 7501	\$200	\$1,000
169	Contractors Equipment	Scheduled	Snap On Scan Tool, Model: EESC316, S/N: 318SPG 005662	\$3,000	\$1,000
170	Watercraft-All Other	Scheduled	2014 Mercury Jet Outboard Motor 4 Stroke, Model: 0R536575	\$4,828	\$1,000
171	Watercraft-All Other	Scheduled	2000 Brigg Inflatable Boat, Motor, & Trailer	\$2,500	\$1,000
172	Contractors Equipment	Scheduled	2012 Rayco Stump Grinder, S/N: 1645-0090512	\$25,000	\$1,000
173	Contractors Equipment	Scheduled	2012 Briggs & Stratton Workman, S/N: 31201341	\$21,135	\$1,000
174	Contractors Equipment	Scheduled	2001 Concord Asphalt Hauler, S/N: 1C9A400731P040467	\$800	\$1,000
175	Contractors Equipment	Scheduled	Graco Pavement Scarifier, Model: 390	\$0	\$1,000
176	Contractors Equipment	Scheduled	Honda Generator, Model: EU2000	\$0	\$1,000
177	Contractors Equipment	Scheduled	Stihl Leaf Blower, Model: BG86, S/N: 282723617	\$0	\$1,000
178	Contractors Equipment	Scheduled	EnviroSight Camera, Sewer w/Push & Pul Reel of Cable, Model: Vensight Pro 200, :\$0	\$0	\$1,000
179	Contractors Equipment	Scheduled	EnviroSight Camera, Pipe Inspection Crawler System, Model: ROVVER X	\$0	\$1,000
180	Contractors Equipment	Scheduled	Walker Slider Compactor, Model: VP1550, S/N: 30028172	\$0	\$1,000
181	Contractors Equipment	Scheduled	Saylor Beall Air Compressor, Model: VT735-60, S/N: 5-65-Z11	\$0	\$1,000
182	Contractors Equipment	Scheduled	Honda Generator, Model: EZ-2500, S/N: 4642915	\$0	\$1,000

183	Contractors Equipment	Scheduled	Kubota Generator, Model: A5000	\$0	\$1,000
184	Contractors Equipment	Scheduled	Honda Pump Trash, Model: GX240	\$0	\$1,000
185	Contractors Equipment	Scheduled	Ohio Steel Industries Ramps, 1500lb Folding Aluminum, Model: 610-24659/1084A	\$0	\$1,000
186	Contractors Equipment	Scheduled	Wacker Concrete Vibrator, Model: MZ000	\$0	\$1,000
187	Contractors Equipment	Scheduled	Radio Detection Locator, Model: RD7000DL+, S/N: 4371	\$0	\$1,000
188	Contractors Equipment	Scheduled	Radio Detection Transmitter and Li-Ion Battery Pack, Model: TX-10, S/N: 934500	\$0	\$1,000
189	Contractors Equipment	Scheduled	Speed Shore Hydraulic Hand Pump, Model: 9HVP-2000	\$0	\$1,000
190	Contractors Equipment	Scheduled	Speed Shore Static Shoring Shield 6'x6', S/N: SS-0606-M-92ST	\$0	\$1,000
191	Contractors Equipment	Scheduled	Onan Cummins Interstate Power Generator, Model: 120CL18832D, S/N: K890281	\$1,100	\$1,000
192	Contractors Equipment	Scheduled	Onan Cummins Interstate Power Generator, Model: 92A 016735, S/N: SD020-G364	\$6,400	\$1,000
193	Contractors Equipment	Scheduled	Briggs & Stratton Portable Generator, Model: 303447, S/N: 640071	\$1,219	\$1,000
194	Contractors Equipment	Scheduled	Winco Generator Small, Model: FD3058H-FE, S/N: 82673/083	\$2,900	\$1,000
195	Contractors Equipment	Scheduled	Kubota Generator Small, Model: 73HNOB, S/N: 706205	\$1,800	\$1,000
196	Contractors Equipment	Scheduled	Winco Portable Generator, Model: FD3058H-JE, S/N: 19991-F81	\$9,592	\$1,000
197	Contractors Equipment	Scheduled	Honda Portable Generator, Model: EM5000S, S/N: GC05-2374559	\$2,225	\$1,000
198	Contractors Equipment	Scheduled	Onan Cummins Interstate Power Generator, Model: LTEU 60L 69H, S/N: H8902592	\$800	\$1,000
199	Contractors Equipment	Scheduled	Onan Cummins Interstate Power Generator, Model: LTEU 60L 69H, S/N: H8902592	\$800	\$1,000
200	Contractors Equipment	Scheduled	Generator, Model: 92A016373-W, S/N: 18843	\$0	\$1,000
201	Contractors Equipment	Scheduled	Poulan Chain Saw, S/N: 96283M100189-3	\$0	\$1,000
202	Contractors Equipment	Scheduled	Poulan Chain Saw, S/N: 96211N201580-3	\$0	\$1,000
203	Contractors Equipment	Scheduled	Stihl Chain Saw, Model: MS250, S/N: 260801346	\$450	\$1,000
204	Contractors Equipment	Scheduled	Tanaka Chain Saw, Model: ECS-356	\$800	\$1,000
205	Contractors Equipment	Scheduled	Robinar Refrigerant System, Model: 34234, S/N: 9190899	\$0	\$1,000
206	Contractors Equipment	Scheduled	Hypertherm Plasma Cutter, Model: PowerMax, S/N: 45-066850	\$0	\$1,000
207	Contractors Equipment	Scheduled	Panasonic Lap Top, Model: Toughbook, S/N: DFX3A00XA	\$0	\$1,000
208	Contractors Equipment	Scheduled	Dell Lap Top, Model: XFR, S/N: BP927W1	\$0	\$1,000
209	Contractors Equipment	Scheduled	Poulan Chain Saw 24", Model: 42000CVA	\$1,000	\$1,000
210	Contractors Equipment	Scheduled	Poulan Chain Saw 16", Model: S25DA, S/N: 25924099	\$1,469	\$1,000
211	Contractors Equipment	Scheduled	Homelite Chain Saw 24", Model: XL925, S/N: 51156T151	\$1,000	\$1,000
212	Contractors Equipment	Scheduled	Echo Chain Saw 12", Model: CS3000, S/N: 24651	\$209	\$1,000
213	Contractors Equipment	Scheduled	Poulan Chain Saw 18", Model: 335, S/N: 1K301H755	\$4,787	\$1,000
214	Contractors Equipment	Scheduled	Craftsman Trimmer, Model: 32CC TWC, S/N: 06235N700927	\$1,650	\$1,000
215	Contractors Equipment	Scheduled	Craftsman Leaf Blower, Model: 358.79712, S/N: 04285300148	\$1,200	\$1,000
216	Contractors Equipment	Scheduled	Stihl Chain Saw 200, Model: MS 170, S/N: 266333550	\$100	\$1,000
217	Contractors Equipment	Scheduled	Silky Handsaw, Model: Zubat	\$25	\$1,000
218	Contractors Equipment	Scheduled	Silky Handsaw, Model: Zubat	\$25	\$1,000
219	Contractors Equipment	Scheduled	2006 Stihl Blower, Model: BR600, S/N: 267829565	\$150	\$1,000
220	Contractors Equipment	Scheduled	Ex-Cell Power Co Power Washer 2400PSI, Model: VR2400-1, S/N: 23513555360	\$100	\$1,000
221	Contractors Equipment	Scheduled	Cioritz Mantis Mini Tiller, Model: 7222E, S/N: 1990621	\$50	\$1,000
222	Contractors Equipment	Scheduled	Craftsman Chain Saw 18", Model: 358.35008, S/N: 9925D100772	\$25	\$1,000
223	Contractors Equipment	Scheduled	2011 Stihl Trimmer, Model: FS 110, S/N: 285140992	\$350	\$1,000
224	Contractors Equipment	Scheduled	2005 Toro Z Master Deck w/Grass Catcher	\$2,000	\$1,000
225	Contractors Equipment	Scheduled	2007 Craftsman Table Saw w/Stand 10", Model: 137.24885, S/N: RIV2080	\$10	\$1,000
226	Contractors Equipment	Scheduled	2014 John Deere Pro Gator, S/N: 1M0825GECEM089522	\$13,360	\$1,000
227	Contractors Equipment	Scheduled	2012 John Deere Pro Gator, S/N: 1TC202ATECT070027	\$16,900	\$1,000
228	Contractors Equipment	Scheduled	2013 Forest River Trailer, S/N: 5NHUAM625DN071635	\$13,000	\$1,000

REQUEST FOR COUNCIL ACTION

No. RCA 20-081-4/13

FROM: Medina Municipal Court
DATE: April 2, 202-
SUBJECT: 2020 REMOTE TECHNOLOGY GRANT PROJECT

Committee: Finance

SUMMARY AND BACKGROUND

Medina Municipal Court respectfully requests that Council approve the following: Matt Esterle, Chief Probation Officer applied and was awarded a grant through the Ohio Supreme Court 2020 Remote Technology Project. The grant amount awarded is in the amount of \$28,614.91. This special one-time funding opportunity focused on the purchase of equipment necessary to quickly facilitate remote access for local Ohio courts. This funding opportunity is due to the emergency need caused by the COVID-19 pandemic.

The grant money will be used to purchase the following for the Probation Department:

7 Microsoft Surface Pros with protective covers estimated cost \$900.00

OCSS Document Generation Services purchased through Stepmobile (see attached) estimated cost of \$22,314.91

Estimated Cost:

Suggested Funding:

- sufficient funds in Account No.
- transfer needed from Account No. _____ to Account No. _____
- NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: YES

Reason: Grant money will be issued no later than April 30, 2020 grant money expires on November 30, 2020

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

The Supreme Court of Ohio

Grant Award Agreement

This Grant Award Agreement ("Agreement") is entered into by the Supreme Court of Ohio ("Court") and Medina Municipal Court ("Recipient") as follows:

Section 1. Purpose

The purpose of this Agreement is to set out the duties and responsibilities of the parties for the 2020 Remote Technology Grant project ("Project"). The Project shall be implemented pursuant to application number 112 submitted by the Recipient ("Application") in response to the *2020 Remote Technology Grant Opportunity* ("Opportunity"). A copy of the Application and Opportunity are attached at Appendices A and B and are incorporated as though fully rewritten herein to the extent they are not inconsistent with this Agreement.

Section 2. Term

This Agreement shall be effective from the date of the last signature below through November 30, 2020.

Section 3. Responsibilities of the Court

The Court agrees to pay the Recipient \$28,614.91 for the purpose of completing the Project pursuant to the terms and conditions set forth in this Agreement.

Section 4. Responsibilities of Recipient

- A. The Recipient agrees to develop, implement, and maintain the Project pursuant to the terms and conditions set forth in this Agreement.
- B. The Recipient agrees to confirm purchases made with Project grant funds by providing proof of final payment to the Court's Grant Administrator at the email address provided below no later than December 31, 2020, or 30 days after receipt of funds, whichever occurs last. The Recipient agrees to provide photographs of the Project, if requested by the Court.
- C. The Recipient shall reimburse the Court for Project grant funds received that are spent in violation of applicable law or the provisions of this Agreement, as determined by a qualified auditor.
- D. All purchases or upgrades made with Project grant funds shall be completed, installed, operational, and in use by November 30, 2020, unless the Court gives express written consent extending this deadline.

E. The Recipient shall ensure that all equipment, software, or materials purchased for the Project are and remain the property of the Recipient unless the Court is notified and gives express written consent to the sale, donation, or other disposal of the equipment, software, or materials. The Court maintains a right of first refusal. If any equipment, software, or materials purchased for the Project are owned by the Court, at the conclusion of the grant the Court will transfer ownership of it to the Recipient.

F. The Court reserves the right to request the reimbursement of all distributed Project grant funds if Recipient fails to comply with the requirements of this Agreement.

G. The Recipient agrees to participate in on-going monitoring for quality, evaluation, and documentation of the Project by the Court as required by funding restrictions or otherwise deemed necessary by the Court.

H. The Recipient shall maintain adequate supporting records that are consistent with generally accepted accounting practices and the Recipient's purchasing policies and practices.

I. The Recipient shall provide the Court with an audit report conducted in accordance with Government Accounting Standards. The audit report shall be provided within six months following the close of the Recipient's fiscal year during the term of this Agreement. If such audit report is not available for the Recipient through its local governing authority, the Court may require the audit be completed by a certified public accountant. Costs for audit reports performed by a certified public accountant not required by the Recipient's local governing authority, but that are necessary to provide assurance to the Court that generally accepted accounting principles have been followed, may not be charged to the grant. A copy of the Court's *Guidelines for Audit of Grant Award Funds* is attached as Appendix C.

Section 5. Use of Grant Funds

A. The Recipient agrees that there shall be no substantial variance from its use of grant funds as submitted in its Application and approved by the Court, without prior written approval by the Court.

B. Project grant funds shall be expended for only one-time costs, with any resulting maintenance or ongoing support costs being the responsibility of the Recipient.

C. The Recipient agrees to notify the Court if the Recipient encounters difficulties in the performance of or is unable to proceed with the grant activities. Under these conditions, the Court may terminate the grant and require the return of unexpended funds.

D. The Recipient agrees that any grant funds not spent or committed for the grant activities shall be returned to the Court within 60 days of the expiration of this Agreement.

E. Project grant funds shall not be expended to support any political campaign or attempt to affect the political opinion of the general public or any segment thereof or to communicate with any member of the public or employee of the Recipient who may participate in the formulation of

legislation, other than through making available the results of nonpartisan analysis, study, and research.

Section 6. Payment Process

- A. The Court will distribute Project grant funds to the Recipient on a one-time payment basis.
- B. Project grant funds shall not be made for an expense unless it is specified in this Agreement or has been approved in advance by the Court.
- C. Project grant funds shall be disbursed to the Recipient no later than 30 days from the effective date of this Agreement.

Section 7. Entire Agreement

This Agreement and all materials incorporated by reference herein constitute the understanding between the parties. Where there is a conflict between the terms of this Agreement and the incorporated documents, this Agreement shall control.

Section 8. Changes and Modifications

Any changes or modifications to this Agreement that might affect the Project as originally proposed shall be submitted to the Court, in writing, for prior approval. Proposed changes shall be reviewed under the same considerations, policies, and goals as the original Opportunity. All changes and modifications shall be in writing, signed by the parties, and appended to this Agreement.

Section 9. Termination of Agreement

The Recipient shall be in default under this Agreement if the Recipient fails to timely perform or observe any of its obligations under this Agreement or withdraws from the Project and does not remedy the failure or withdrawal within five business days of the receipt of written notice by the Court of such default. If this Agreement is terminated, the Recipient shall reimburse the Court for the entire distributed award amount. If the Court terminates this Agreement, it shall be responsible for reimbursing the Recipient for all expenses incurred by the Recipient prior to the date on which the Recipient receives written notice of termination.

Section 10. Resolution of Disputes

The Court and the Recipient recognize that litigation can be an expensive, resource-consuming process for resolving disputes. Therefore, the Court and the Recipient agree that if any controversy or dispute arises out of or relates to this Agreement or the Project, they shall attempt in good faith to settle the dispute through mediation. The Court and the Recipient shall attempt to mutually agree as to the provider of neutral services and complete mediation within thirty days.

Section 11. Law, Forum, and Venue

This Agreement shall be construed and interpreted, and the rights of the parties shall be determined in accordance with, the laws of the State of Ohio. All actions arising out of this Agreement shall be instituted in a court of competent subject matter jurisdiction in Franklin County, Ohio.

Section 12. Severability

Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement.

Section 13. Responsibility for Claims

The Recipient shall indemnify and hold the Court harmless from liability for any injury or damage to third parties occurring during performance of activities pursuant to this Agreement, to the extent such injury or damage is caused by the Recipient's negligence or willful misconduct.

Section 14. Certification of Funds

The Court represents that it has adequate funding available to reimburse the Recipient under the provisions of this Agreement. However, the Court may terminate this Agreement should its appropriations or other revenues be reduced or, if applicable, the grant funds used to support the Project are reduced or terminated.

Section 15. Applicable Policies

With respect to activities associated with the Project, the Recipient is subject to the Court's policies on equal employment opportunity, discrimination and sexual harassment, and drug-free workplace. Copies of these policies are attached as Appendix D.

Section 16. Assignment

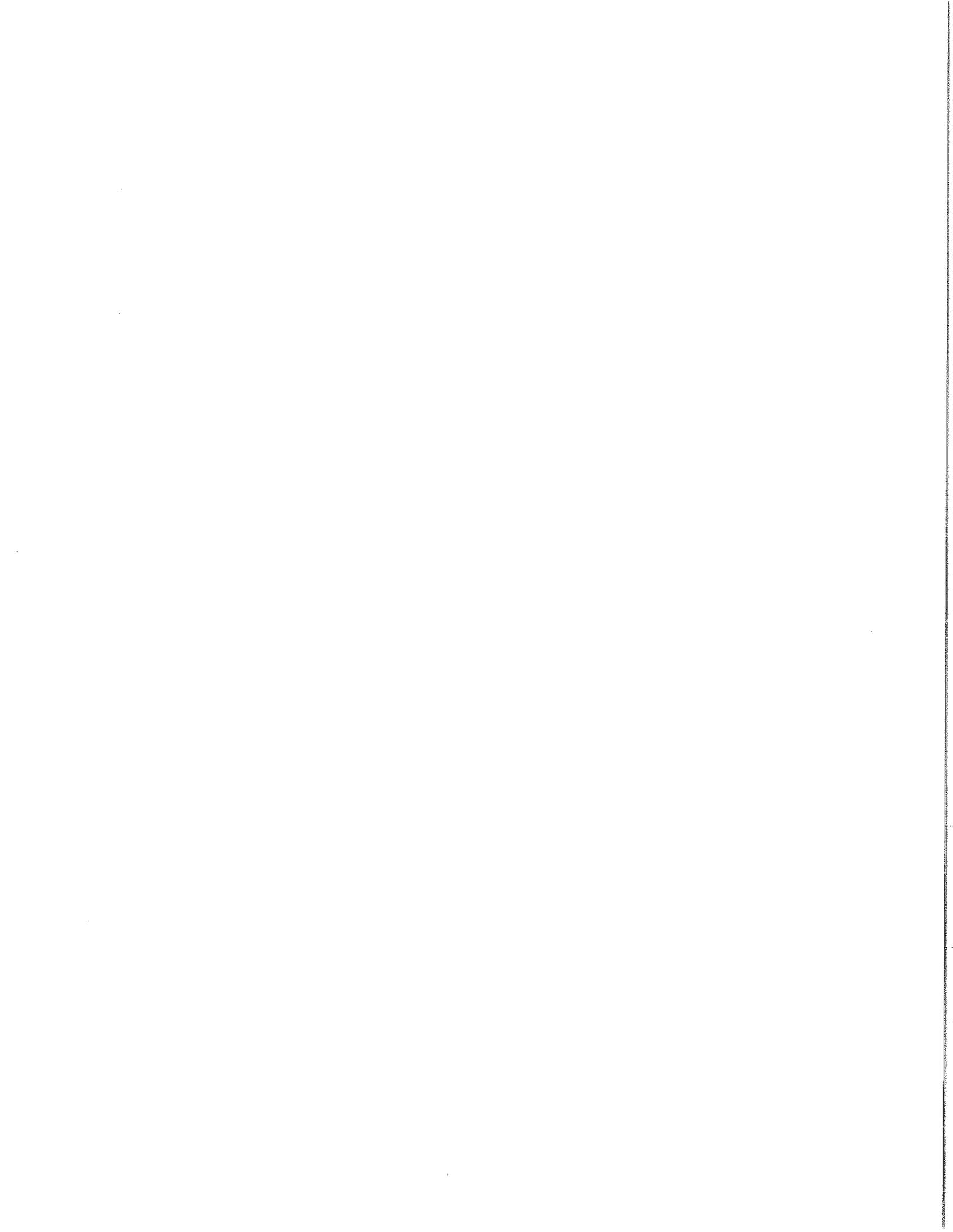
The Recipient may not assign any rights, duties, or obligations described in this Agreement without the written approval of the Court.

Section 17. Access to Records

The Recipient shall allow the Court and its authorized representatives access to all records kept pursuant to the Project for the purpose of any audit and examination relative to this Agreement.

Section 18. Original Copies of Agreement

This Agreement shall be executed in two originals with each party retaining an original copy.



STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

March 24th, 2020

Medina Municipal Adult Probation Department
Matt Esterie, Chief Probation Officer
135 N. Elmwood Avenue
Medina, Ohio 44256

Re: OCSS Document Generation Services

Matt,

I have provided this proposal for the Ohio Community Supervision System Document Generation Proposal. With the acceptance of this proposal we will provide up to 30 documents and reports customized for your Agency to run in OCSS.

If you have any questions, please contact me at your earliest convenience.

Sincerely,

David M. Rose
StepMobile Inc.

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Scope of Work

Description	Comments			
Kick-Off Meeting	<table border="1"><tr><td data-bbox="771 520 1424 663">StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa</td></tr><tr><td data-bbox="771 663 1424 785">Agency: Main Contact: <i>name</i> Technical Resource: <i>name</i></td></tr><tr><td data-bbox="771 785 1424 877">This meeting could take place during the OCSS Kick-Off Meeting</td></tr></table>	StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa	Agency: Main Contact: <i>name</i> Technical Resource: <i>name</i>	This meeting could take place during the OCSS Kick-Off Meeting
StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa				
Agency: Main Contact: <i>name</i> Technical Resource: <i>name</i>				
This meeting could take place during the OCSS Kick-Off Meeting				
Develop up to 30 documents and/or reports	<table border="1"><tr><td data-bbox="771 934 1424 1026">Additional items can be produced at a billable rate listed on our Ohio State Term Schedule of \$150.00</td></tr></table>	Additional items can be produced at a billable rate listed on our Ohio State Term Schedule of \$150.00		
Additional items can be produced at a billable rate listed on our Ohio State Term Schedule of \$150.00				

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18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Your Responsibilities

Description	Comments
Attend Kick Off Meeting	All resources that will participate in the data conversion must be present during the meeting
Agency Review	Review procedures for generating sample documents and reports. Provide a current understanding of how documents are created for use in current system.
Documents	Provide a copy of each document both empty and with sample data
Reports	Provide a copy of each report both empty and with sample data
Assign Permissions	For each document, report and data export assign permission to run by role.
Review OCSS Documents & Reports	Sign off on each of the newly created documents and reports
Quick Print List	Assign offender documents to case management section and tab for quick print.

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Mansfield, OH 44902
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Estimations

Description	Comments
Deliverable Timeline	A total of 90 days from the start date of the kickoff meeting will be needed to complete the typical documents generation. Prior to setting a cut-over date all agency documents that are necessary should be completed.
Budget Up To	\$4,000.00

Rate Schedule

Description	Rate
Application Developer 2	\$150.00

Invoice and Payment Terms

Invoices will be generated on the first of each month for all hours worked during the prior month and mailed to the following address:

Payments are due within 30 days from the invoice date and mailed to the following address:

StepMobile
Attn: David Rose
PO Box 3586
Mansfield, Ohio 44907

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Acceptance of this Proposal

Signature

Date

Print Name

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

March 24th, 2020

Medina Municipal Adult Probation Department
Matt Esterie, Chief Probation Officer
135 N. Elmwood Avenue
Medina, Ohio 44256

Re: OCSS Training and Go-Live Proposal

Matt,

I have provided this proposal for the Ohio Community Supervision System Implementation Proposal. With the acceptance of this proposal we will provide all the necessary resources to perform an in-depth analysis of your probation department's current procedures and design and implement a training plan to ensure a successful conversion to OCSS.

If you have any questions, please contact me at your earliest convenience.

Sincerely,

David M. Rose
StepMobile Inc.

STEPMOBILE

18 W. Fourth Street
 Mansfield, OH 44902
 www.gostepmobile.com

Scope of Work

Description	Comments
Kick-Off Meeting	
	Introductions of the OCSS Implementation team members
	Introductions of the Agency team members
	Provide Overview of Implementation Process
	Verify access to Google Drive with Agency
	Brief Overview of OCSS
	Review Data Conversion Requirements
	Documents and Reports Expectations
Agency Process Analysis	Review daily processes of one resource for each type of supervision and each clerical position within the probation department.
OCSS Administrative Review	A detail review of OCSS. This review will be separated into small sessions ranging from 30 minutes to 2 hours depending on user's schedules.
Training	
	Design and build training program Perform Training for entire department
Go-Live	On site for the day of go-live of OCSS

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Your Responsibilities

Description	Comments
Attend Kick Off Meeting	All resources that will participate in the data conversion must be present during the meeting
Verification of Global Maintenance Data	Provide feedback on incorrect or missing global data values.
Review Agency Maintenance Data	Normalization of Agency Maintenance Data.
Review Process Analysis and build Training Plan	Participate in the review and analysis of probation department procedures and help build and structure training plan for your agency

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Estimations

Description	Comments																					
Deliverable Timeline	A total of 30 - 60 days from the start date of the kickoff meeting will be needed to complete the typical data conversion. After this time a conversion date to publish your data into the production database could be set. Prior to setting a conversion date all agency setup requirements and training should be completed.																					
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30 Day Warrant: After go-live StepMobile will provide support	1	Included																				
Estimate	\$5,000.00																					

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Travel

Description	Comments
Included Travel	A total of four trips will be included in the proposal. Kickoff meeting, Process Analysis, Training and for go-live.
Additional Travel	Additional travel is not included and will need a purchase order issued prior to on site meeting.

Rate Schedule

Description	Rate
Project Manager 2	\$150.00
Database Administrator 4	\$150.00
Application Developer 2	\$150.00

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18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Invoice and Payment Terms

Invoices will be generated on the first of each month for all hours worked during the prior month and mailed to the following address:

Payments are due within 30 days from the invoice date and mailed to the following address:

StepMobile
Attn: David Rose
PO Box 3586
Mansfield, Ohio 44907

Acceptance of this Proposal

Signature

Date

Print Name

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44907
www.gostepmobile.com

March 24th, 2020

Medina Municipal Adult Probation Department
Matt Esterie, Chief Probation Officer
135 N. Elmwood Avenue
Medina, Ohio 44256

Re: OCSS Offender Kiosks Interface

Matt,

I have provided this proposal for the Ohio Community Supervision System Offender Self Reporting Kiosks Proposal. With the acceptance of this proposal, we will provide all the necessary features and functionality to the OCSS Kiosks with integration and management from OCSS.

If you have any questions, please contact me at your earliest convenience.

Sincerely,

David M. Rose
StepMobile Inc.

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44907
www.gostepmobile.com

Wall Mounted Kiosk with Custom Software for OCSS Integration

Description	Comments
Wall Mounted Kiosk	19" touchscreen monitor, PC w/1.6 GHz Dual-core Intel processor w/2GB RAM, WIFI, 2 external USB Ports, mounting hardware, 1-year warranty
Kiosks Installation with Setup	Delivery of the Kiosk and work with local resources to install and setup the unit. Run real-time tests after installation.

Your Responsibilities

Description	Comments
Broadband Internet Connection for Kiosks	
Provide resources for the installation of the Kiosks.	On-site support and communication with local facilities resources during installation

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18 W. Fourth Street
Mansfield, OH 44907
www.gostepmobile.com

System Cost

Description	Quantity	Price	Total
Wall Mounted Kiosk with Custom Software for OCSS Integration	1	\$3,500.00	\$3,500.00

Acceptance of this Proposal

Signature

Date

Print Name

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

March 24th, 2020

Medina Municipal Adult Probation Department
Matt Esterie, Chief Probation Officer
135 N. Elmwood Avenue
Medina, Ohio 44256

Re: OCSS Data Conversion Proposal

Matt,

I have provided this proposal for the Ohio Community Supervision System Offender Data Conversion Proposal. With the acceptance of this proposal we will provide all the necessary resources and functionality to convert your current Access database into OCSS.

If you have any questions, please contact me at your earliest convenience.

Sincerely,

Tristan D. Gardner
StepMobile Inc.

STEPMOBILE

18 W. Fourth Street
 Mansfield, OH 44902
 www.gostepmobile.com

Scope of Work

Description	Comments					
Kick-Off Meeting	<table border="1"> <tr> <td data-bbox="472 514 1427 667"> StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa DBA and Developer: Walter Kucheravy </td> </tr> <tr> <td data-bbox="472 667 1427 823"> Agency: Main Contact: Technical Resource: Data Analyst: </td> </tr> <tr> <td data-bbox="472 823 1427 913"> OCSS Import Process Review File Definitions </td> </tr> <tr> <td data-bbox="472 913 1427 1003"> Agency Data Conversion Survey Review Data elements that Agency request to convert </td> </tr> <tr> <td data-bbox="472 1003 1427 1060"> Method to provide data to StepMobile </td> </tr> </table>	StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa DBA and Developer: Walter Kucheravy	Agency: Main Contact: Technical Resource: Data Analyst:	OCSS Import Process Review File Definitions	Agency Data Conversion Survey Review Data elements that Agency request to convert	Method to provide data to StepMobile
StepMobile: Project Manager: David Rose Technical Lead: Dan Rzeppa DBA and Developer: Walter Kucheravy						
Agency: Main Contact: Technical Resource: Data Analyst:						
OCSS Import Process Review File Definitions						
Agency Data Conversion Survey Review Data elements that Agency request to convert						
Method to provide data to StepMobile						
Data Source Analysis	<table border="1"> <tr> <td data-bbox="472 1192 1427 1249"> Analyze data files or databases provided by the Agency. </td> </tr> <tr> <td data-bbox="472 1249 1427 1339"> Compare data provided by Agency Global Data Values </td> </tr> </table>	Analyze data files or databases provided by the Agency.	Compare data provided by Agency Global Data Values			
Analyze data files or databases provided by the Agency.						
Compare data provided by Agency Global Data Values						
Data Conversion Job	Develop job to convert data to the OCSS import format					

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Your Responsibilities

Description	Comments
Attend Kick-Off Meeting	All resources that will participate in the data conversion must be present during the meeting
Data Source Review	Identify the information and data elements in your existing solution that you want to convert.
Verification of Global Maintenance Data	Provide feedback on incorrect or missing global data values.
Review Agency Maintenance Data	Normalization of Agency Maintenance Data.
Provide Data	This will vary based upon resources and involvement selected from StepMobile. Courtview Data Files. We can assist in this if necessary.
Data Analysis	Reviewing Data During the conversion process After Production Run Provide responses to all exception data reports

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Estimations

Description	Comments
Deliverable Timeline	A total of 30 - 60 days from the start date of the kick-off meeting will be needed to complete the typical data conversion. After this time a conversion date to publish your data into the production database could be set. Prior to setting a conversion date all agency setup requirements and training should be completed.
Budget	Not to exceed: \$8,000.00

Rate Schedule

Description	Rate
Project Manager 2	\$150.00
Database Administrator 4	\$150.00
Application Developer 2	\$150.00

Invoice and Payment Terms

Invoices will be generated on the first of each month for all hours worked during the prior month and mailed to the following address:

Payments are due within 30 days from the invoice date and mailed to the following address:

StepMobile
Attn: David Rose
PO Box 3586
Mansfield, Ohio 44907

STEPMOBILE

18 W. Fourth Street
Mansfield, OH 44902
www.gostepmobile.com

Acceptance of this Proposal

Signature

Date

Print Name

COBRA SYSTEMS, INC

PO Box 3586
Mansfield, OH 44907

419.755.6700
fax 419.982.8185

Premium User Support Services

1. Support Hours:

- a. Monday - Friday 7:30AM - 5:30PM
- b. Emergency Support
 - i. 24 X 7 Telephone Support
 - ii. Holiday Support

2. Priority Customer Support Level

- a. Critical errors will be handled immediately. Company will process these incidents in front of all current incidents currently in the queue.

3. User Questions and Operational Support

- a. All user questions regarding operation of the software will be resolved.
- b. Questions about data and the relationship of the data to elements of the application and how it can be used.
- c. Assist with setup and data entry of software settings such as; Data Sharing, Roles and Permissions, etc.
- d. Building Data Exports within the Data Designer up to the number of hours per month as listed in clause 4.
- e. Building and designing Documents and Reports up to the number of hours per month as listed in clause 4.

4. Pricing Schedule

Up To # Users	Annual Price	Monthly Hours
25	1,575.00	2
50	3,400.00	3
100	5,500.00	4
150	7,875.00	5
150+	Call	

STEPMOBILE, LLC.

13W. Fourth Street
Mansfield, OH 44902

419.255.6700
fax 419.982.8165

Kiosk Support and Maintenance Terms

1. Support Hours:

- a. Monday - Friday 7:30AM - 5:30PM
- b. Emergency Support
 - i. 24 X 7 Telephone Support

2. Priority Customer Support Level

- a. Critical errors will be handled immediately. Company will process these incidents in front of all current incidents currently in the queue.
- b. Real-time monitoring of Kiosk status for preventative maintenance.

3. User Questions and Operational Support

- a. All user questions regarding operation of the software will be resolved.
- b. Questions about data and the relationship of the data to elements of the application to data elements in OCSS and how it can be used.
- c. Assist with setup and data entry of software settings such as; Naming, Connectivity, Status, etc.
- d. Assist with the replacement of broken or damaged hardware. Communicate with hardware vendor for replacement equipment under manufacturer warranty or purchasing new hardware for equipment out of warranty.
- e. Additional charges may apply for on-site support.

4. Application Update

- a. Continuous software update

5. Pricing Schedule

Remote Software and Hardware Support

1-2 Units	\$225.00 each per year per Kiosk
3-4 Units	\$200.00 each per year per Kiosk
5-6 Units	\$175.00 each per year per Kiosk
More than 6 units	Please call to discuss

On-site support will incur additional charges that must be approved prior to visit

REQUEST FOR COUNCIL ACTION

NO. EOA 20-082-4/13

FROM: Patrick Patton

Handwritten notes:
EK
Dr H
4-8-2020
(Signature)

COMMITTEE REFERRAL: Finance

DATE: April 8, 2020

SUBJECT: Engineering Design Services for Spring Grove and N. Broadway Bridge Replacements

The City of Medina submitted and was awarded grant funds through the Ohio Public Works Commission for the replacement of the Spring Grove and N. Broadway Bridges (see attached). The City was awarded a matching grant to fund 64% of the cost of the project, up to a maximum of \$477,979.

We have conducted qualifications based selection process to select for the design consultant. This selection process is now complete. We have determined that Cunningham & Associates is the most qualified consultant for this work. This requests asks for Council to authorize an agreement to Cunningham & Associates, Inc. from Medina, Ohio in the amount of \$97,900 for this work. Attached please find the fee proposal from Cunningham for this work.

Thank you for your consideration.

ESTIMATED COST: \$97,900

SUGGESTED FUNDING: 108 0610 54411:

Sufficient Funds in Account Number:

Transfer Needed From:
To:

New Appropriation:

Emergency Clause Requested:

Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

ENGINEERING AND SURVEYING AGREEMENT

for the

2020 BRIDGE REPLACEMENT PROGRAM
DESIGN SERVICES CONTRACT # 1

for

SPRING GROVE STREET BRIDGE - CITY JOB NO. 932
& NORTH BROADWAY STREET BRIDGE - CITY JOB NO. 1039

in the

CITY OF MEDINA, OHIO

THIS IS AN AGREEMENT effective as of _____, pursuant to Ordinance No. _____

between the **City of Medina, Ohio**, 132 North Elmwood Avenue, Medina, Ohio "Owner")

and **Cunningham & Associates, Inc.**, 203 West Liberty Street, Medina, Ohio ("Engineer").

Owner's Project of which Engineer's services under this Agreement are a part, is generally identified as follows:

2020 Bridge Replacement Program - Design Service Contract #1
Spring Grove Street Bridge - City Job No. 932
North Broadway Street Bridge - City Job No. 1039 ("Project").

Engineer's Services under this Agreement are generally identified as follows:

Refer to Engineering and Surveying Proposal – See Exhibit A attached

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within a reasonable time as agreed upon by the Engineer and the City.

- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices*: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:

- 1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.

- b. By Engineer:

- 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
- 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any

failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; and (3) such limited license to Owner shall not create any rights in third parties.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability

for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment:*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:

1. A Lump Sum Design Fee of \$97,900.00

- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

- 7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are listed as part of Exhibit A, attached.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Medina, Ohio

ENGINEER: Cunningham & Associates, Inc.

By: _____

By: _____

Title: Dennis Hanwell, Mayor

Title: Daniel T. Cunningham, P.E. - President

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate
Number: 01536

State of: Ohio

Approved for Legal Form:

Director of Law
City of Medina, OH



65 East State Street, Suite 312, Columbus, Ohio 43215

<i>Commission Chair</i>	Patrick Ginnetti	<i>Director</i>	Linda S. Bailiff
<i>Commissioners</i>	John Jones Dean C. Ringle	Kimberly Marshall Sandra Tunnell	Randy Riley

July 01, 2019

Patrick Patton, Mayor
City of Medina
132 N. Elmwood Avenue
Medina, OH 44256

Re: Project No. DIW10

Dear Mr. Patton:

The City of Medina's request for financial assistance has been approved for the Project entitled North Broadway and Spring Grove Culvert Replacements in the amount of \$477,979. The Project's Chief Executive Officer, Dennis Hannwell, has been mailed the Agreement for review and execution. You may view the unexecuted Agreement on our website at www.pwc.ohio.gov.

As the Project Manager designated in the Project Agreement, your role in carrying out the Project is important. Your sign off on the Disbursement Form indicates that the work has been performed and/or materials supplied for the Project, which is the basis for payment by the State of Ohio.

The following information is on our website to assist you:

- Contractual requirements for bid documents.
- In-Kind Contributions Allowable Costs - Information on how to document labor, equipment and materials.
- Instructions for the completion of the Disbursement Request Form. This three-page form must always contain signatures of the three authorized authorities. If any of the authorities change we must be notified in writing. The disbursement process is also described in Section V of the Project Agreement entitled "Disbursements". The local share of this Project is defined in Appendix B of the Agreement.
- A link to the State of Ohio's Enterprise Identity Management System (OH|ID). Any vendor we pay directly must be registered.
- Advisories

For Projects administered by the Ohio Department of Transportation (ODOT) there is a separate disbursement relationship between the Commission and the ODOT. Our office provides the ODOT with the Project Agreement which the ODOT uses as a "letter of credit" in place of the local subdivision's actual cash payment or "escrow deposit". If your subdivision has already deposited funds to an escrow account with the ODOT, the ODOT will refund the amount of funds offset by the Commission to the local subdivision.

07/01/2019

Page 2

To facilitate timely payments for this Project your vendors are encouraged to enroll for EFT. This program can reduce processing time by 2-3 business days in that disbursements are completed electronically to your vendor's bank account. The vendor may apply for EFT through OHJD. Questions should be directed to them at 877/644-6771.

If you have questions, please contact your Program Representative, Abbey DeHart, at 614 728-2466, or by email at abbey.dehart@pwc.ohio.gov.

Respectfully,



Linda S. Bailiff
Director



Cunningham & Associates, Inc.

Civil Engineering & Surveying
203 W. Liberty St., Medina, Oh 44256
Phone: (330) 725-5980 * Fax (330) 725-8019

April 3, 2020

City of Medina
Patrick Patton, P.E.
City Engineer
132 North Elmwood Avenue
Medina, OH 44258

Re: Engineering and Surveying Services
2020 Bridge Replacement Program
Design Services Contract # 1
Spring Grove Street Bridge & North Broadway Street Bridge
City of Medina, Medina County, Ohio

Dear Mr. Patton,

We are pleased to submit this proposal covering the engineering and surveying services necessary to prepare construction drawings for the 2020 Bridge Replacement Program - Design Services Contract # 1. Our proposal is based on the "Design Consultant Scope of Services and Cost Proposal" requested by the City of Medina dated February 12, 2020.

The project will replacement of the Spring Grove Street Bridge and the North Broadway Street Bridge. We propose to provide the necessary engineering and surveying services for the project as follows:

SCOPE OF SERVICES AND DESIGN TASKS

A) Topographic Survey & Existing Conditions Plan:

This section is intended to provide a detailed topographic survey and existing conditions plan to include the following:

- Establish centerline right-of-ways for Spring Grove Street and North Broadway Street
- Locate any monuments and property corners that can be used for control within the construction drawings
- Reference points and benchmarks
- Property lines, right-of-way lines
- Provide cross sections at appropriate intervals

- Locate all utilities within the defined project area
- Topographic information – identify ground features. Locate all trees, vegetation, and landscaping within the defined project area.
- Driveway aprons and driveways
- House walks and sidewalks
- Locate existing storm and sanitary sewers with casting elevations and inverts elevations.
- Locate all water values, meter vaults, hydrants, and other related water items

Lump Sum Fee: \$11,900.00

B) Environmental Assessment

This section is intended to provide professional environmental services for the proposed reconstruction of two (2) bridge crossings. It is believed that this work will fall under the Army Corps of Engineers Nationwide Permit #3.

- **Task 1 - Preliminary Ecological Assessment**
In order to determine what quality and type of ecological resources are present within the Study Area, we will conduct a preliminary ecological assessment to evaluate current conditions.
- **Task 2 - Ecological Professional Opinion Letter**
We propose to review the information gathered and retained per Task 1 along with pertinent construction plans and details to determine what level of ecological permitting, if any, would be needed to perform the proposed work.
- **Task 3 - ACOE Permitting**
Coordination with ACOE to obtain a "No Permit Required" letter, or verification of coverage under the Nationwide Permit #3, if necessary.

Lump Sum Fee: \$5,900.00

C) Hydrologic/Hydraulic Analysis

This section is intended to cover the necessary analysis to include the following:

- Hydrologic study of watershed to determine peak flow events
- Hydraulic Analysis of proposed bridge structure and stream channels immediately upstream and downstream

Lump Sum Fee: \$5,750.00

D) **Structural Analysis**

This section is intended to cover the coordination of the structural analysis of the proposed bridge structures, abutments, wing walls, and foundations.

- All geotechnical work to be coordinated and provided by the City of Medina.
- The majority of the structural design and calculations will be provided by the pre-cast supplier.

Lump Sum Fee: \$4,900.00

E) **Right-Of-Way**

This section is intended to cover the necessary work within the plans relative to the existing road right-of-way and proposed temporary and permanent additional right-of-way areas to include the following:

- Complete ownership research, provide current parcel ownership information on plans
- Show property lines on base map and plan/profile sheets
- Preparation of legal description and plats for the necessary right-of-way acquisition.

Lump Sum Fee: \$8,800.00

F) **Detailed Construction Plans**

This section is intended to cover the design and preparation of detailed construction drawings to include the following items:

- Title Sheet
- Existing Conditions Plan/Demolition Plan
- Geometric Plan with control points
- Plan and profile sheets showing all proposed improvements including utilities
- Cross sections including typical sections
- Culvert/Bridge detailed plans
- Pavement plans
- Maintenance of traffic plans
- General notes and City construction standards
- Standard Details

Lump Sum Fee: \$44,950.00

G) **Permits/Approvals**

This section is intended to cover the coordination with and obtaining all necessary permits and approvals from the following:

- Medina County Sanitary Engineer
- City of Medina
- Ohio EPA
- Gas, Electric, Communication, Utility Companies
- Army Corps of Engineers

Lump Sum Fee: \$4,300.00

H) **Bid Documents and Specifications**

This section is intended to cover preparation of the following to assist the City in preparation of the project manual to include the following:

- Preparation of project unit price quantities
- Engineer's estimate of project construction cost
- Provide final plans including specifications

Lump Sum Fee: \$5,500.00

I) **Project and Construction Administration**

This section is intended to cover the necessary services to assist the City during the bidding phase and construction phase of the project to include the following:

- Attendance at necessary project meetings
- Response to pre-bid questions and request for information during the bidding phase
- Review shop drawings/material submittals
- Assist with technical questions that arise during construction

Lump Sum Fee: \$5,900.00

TOTAL DESIGN FEE =	\$97,900.00
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ADDITIONAL SERVICES:

Additional services may be necessary to complete this project and can be provided as requested. These services may include construction staking, construction inspection, preparation of as-built drawings, or re-establishing roadway monuments and right-of-way pins. These services can be provided in accordance with the following schedule of hourly rates; or a separate proposal can be provided if requested:

Office/Clerical	\$ 52.00 per hour
Drafting Technician 1	\$ 64.00 per hour
Drafting Technician 2	\$ 80.00 per hour
Surveying Technician	\$ 86.00 per hour
Designer	\$ 86.00 per hour
Design Engineer	\$ 98.00 per hour
Professional Surveyor	\$ 118.00 per hour
Professional Engineer	\$ 138.00 per hour
2-Man Survey Crew	\$ 158.00 per hour
1-Man Survey Crew plus Robot	\$ 158.00 per hour

The City of Medina shall pay for all testing, legal services, recording fees, permit fees, application fees, review fees and inspection fees that may be required to accomplish the work covered by this proposal.

ESTIMATED PROJECT SCHEDULE

North Broadway Street

Authorization to Proceed	05/01/2020
Start Date	05/01/2020
60% Completion Date	08/01/2020 (13 weeks after authorization)
60% Review complete by City	08/15/2020
100% Completion Date	10/01/2020 (9 weeks after 60% review)

Spring Grove Street

Authorization to Proceed	05/01/2020
Start Date	05/01/2020
60% Completion Date - N. Broadway	09/01/2020 (17 weeks after authorization)
60% Review complete by City	09/15/2020
100% Completion Date	11/01/2020 (9 weeks after 60% review)

City of Medina -6- April 3, 2020

Thank you for considering us for this work and if there are any questions or a need for further clarification, please do not hesitate to call.

Very truly yours,

A handwritten signature in black ink, appearing to read 'N.E. Johnson', with a long horizontal flourish extending to the right.

Nils E. Johnson, P.E.

OK
Hansen
4-8-2020

REQUEST FOR COUNCIL ACTION

NO. RCA 20-083-4/13

FROM: Greg Huber, Patrick Patton

COMMITTEE REFERRAL: Finance

DATE: April 7, 2020

SUBJECT: Delta Airport Consultants Task Order #4

Earlier this year City Council approved Ordinance 22-20 which authorized a professional services agreement with Delta Airport Consultants, Inc. This request asks for approval of Task Order #4 for that agreement. Task Order #4 provides construction administration services for the airfield remarking at Medina Municipal Airport.

As noted on the attached, the total fee for this Task Order is \$25,000. The City has been awarded a grant from the Ohio Department of Transportation (ODOT) Aviation to provide up to 95% of the costs for this project, service. The costs for this work would thus be shared as follows:

item	TOTAL COST	ODOT Share	City Share
Construction Administration and ALP Plan Update	\$25,000	\$23,750	\$1,250

Thank you for your consideration.

ESTIMATED COST: \$25,000

SUGGESTED FUNDING: 547-0658-54411

Sufficient Funds in Account Number:

Transfer Needed from Account Number:

To Account Number:

New Appropriation Account Number: 547-0658-54411

Emergency Clause Requested: No
Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

RESOLUTION NO. 21-20

A RESOLUTION AUTHORIZING AN APPLICATION FOR GRANT ASSISTANCE FROM THE OHIO DEPARTMENT OF TRANSPORTATION OFFICE OF AVIATION FOR THE MEDINA MUNICIPAL AIRPORT, REMARK AIRFIELD PROJECT.

WHEREAS: The City of Medina, Ohio intends to apply to the Ohio Department of Transportation Office of Aviation for Project #1063, Remark Airfield at Medina Municipal Airport.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Council of the City of Medina, Ohio hereby approves the filing an application for grant assistance to the Ohio Department of Transportation Office of Aviation for Project #1063, Remark Airfield at the Medina Municipal Airport.

SEC. 2: That the Mayor of the City of Medina, Ohio is hereby authorized and directed to execute and file an application with the appropriate authority and to provide all information and documentation required in the application process.

SEC. 3: That if the Grant is awarded to the City, the Mayor is hereby authorized to accept the Grant and enter into an agreement with the Ohio Department of Transportation Office of Aviation for the implementation and administration of the Grant.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Resolution shall be in full force and effect at the earliest period allowed by law.

PASSED: January 27, 2020

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: January 28, 2020

SIGNED: Dennis Hanwell
Mayor



March 25, 2020

Mr. Patrick Patton, P.E.
City Engineer
City of Medina
132 N. Elmwood Avenue
Medina, Ohio 44256

Subject: Task Order No. Four (4)
Remark Airfield (Construction Administration Services)
Medina Municipal Airport
City of Medina

Dear Mr. Patton:

Please find enclosed an electronic executed copy of proposed Task Order No. Four (4) to our Agreement for Professional Services between the City of Medina and Delta Airport Consultants, Inc. The Task Order provides construction administration phase services to remark the airfield at the Medina Municipal Airport.

Per the Ohio Department of Transportation Office of Aviation (ODOT OA) FY2020 Airport Grant Program Notice of Project Approval (NPA), up to 95 percent of the costs of this Task Order are eligible for reimbursement from the ODOT OA. Services are included with this Task Order to assist you to apply for and receive up to 95% reimbursement for costs associated to this Task Order.

The total fee for this Construction Administration phase is \$25,000. If the Task Order is acceptable to the Owner, please sign each original copy, keep one (1) for your files, and forward one (1) for our files.

If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,

Steven A. Potoczak
Project Manager

Enclosures: 1. Task Order No. Four (4)
cc: Mr. Greg Huber, City of Medina
Reference: Delta Project No. 19077

20545 CENTER RIDGE ROAD, SUITE 450, CLEVELAND, OHIO 44116

P. (440) 895-0465 WWW.DELTAIRPORT.COM

**TASK ORDER NO. 4
PROFESSIONAL SERVICES AGREEMENT**



PROJECT: Remark Airfield

AIRPORT: Medina Municipal Airport

DELTA PROJECT NO.: 19077

DATE OF ISSUANCE: March 25, 2020

ATTACHMENTS: 1) Scope of Services
2) Rate Schedule

METHOD OF PAYMENT: Construction Administration -Unit Price + Fixed Fee
Reimbursables - Unit Price

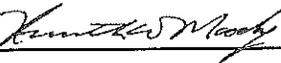
TASK ORDER AMOUNT: \$ 25,000

CONTRACT TIME: 15 Days Construction Contract Time

PROJECT DESCRIPTION: ▪ Remark Runway, Taxiway, Hangar and Ramp Area

The original Agreement for Professional Services between the City of Medina (OWNER) and Delta Airport Consultants, Inc., (CONSULTANT) for Professional Services at Medina Municipal Airport dated June 24, 2019, shall govern all TASK ORDERS executed under this Agreement unless modified in writing and agreed to by CONSULTANT and OWNER.

ACCEPTED:

by: 

Kenneth W. Moody, P.E., C.M.
Vice President
Delta Airport Consultants, Inc.
20545 Center Ridge Road, Suite 450
Cleveland, OH 44116

Digitally signed by Kenneth W Moody
Date: 2020.03.25 08:47:05 -04'00'

APPROVED:

by: _____

Dennis Hanwell
Mayor
City of Medina
132 N. Elmwood Ave.
Medina, OH 44256

**ATTACHMENT 1
SCOPE OF SERVICES**



Remark Airfield
Medina Municipal Airport
Delta Project No. 19077

March 25, 2020

PHASE	DETAILED TASKS
CONSTRUCTION ADMINISTRATION (CA)	Owner Coordination Release for Construction Drawings & Specs Project Correspondence Preconstruction Meeting Shop Drawing Review Construction Administration Site Visits Final Inspection Record Drawings Final Project Report Reimbursement Requests

ITEMS NOT INCLUDED IN SCOPE: RPR Services
Asbuilt AGIS Survey
Asbuilt ALP

**ATTACHMENT 2
RATE SCHEDULE**



Delta Airport Consultants, Inc.

Date: May 16, 2019

<u>Item</u>	<u>2020</u>
Work Hours Billing Rates (with overhead)	
Principal	\$256
Project Manager/Registered Professional	\$222
Design Professional (Engineer/Planner)	\$141
Project Production/Administration	\$114
Field Representative	\$103
Direct Nonsalary Expenses	
Automobile (per mile)	Federal Gov. guidelines
Aircraft (per mile)	Federal Gov. guidelines
Per Diem - Resident Project Rep	Federal Gov. guidelines
Long term - meals & lodging (per cal day)	
Airline, Rental Car, Charter, etc.	Direct
Printing	Direct
Bid Advertisement	Direct
Meals, Lodging, etc. (short term)	Direct
Miscellaneous	Direct
Subcontracted Services	Direct
Delta Profit	Fixed Fee

Notes:

1. Billing rates for future years will be increased by 3% annually.
2. Billing rates based on estimated 2020 salaries (i.e.: 2019 salaries plus 3% inflation).
3. Work hour rates include labor overhead, general & administrative overhead per FAA AC 150/5100-14E, paragraph 4-10