

**RESOLUTION NO. 16-2022 (AMENDED)**

Introduced by Joel Hagy

**AN AMENDED RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THREE (3) PROPOSALS AND ENTER INTO AN AGREEMENT WITH ENGINEERED PROCESS SYSTEMS, LTD FOR THE PROVISION OF ELECTRIC ENGINEERING AND PROJECT COORDINATION SERVICES TO BE PROVIDED TO THE CITY OF HURON RELATING TO THE HURON PUBLIC POWER EXPANSION PROJECT IN A COMBINED AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-SIX THOUSAND FOUR HUNDRED NINETY AND 00/100 DOLLARS (\$126,490.00)**

**WHEREAS**, the Huron City Council previously adopted Resolution No 16-2022 on January 11, 2022 authorizing three (3) separate proposals with Engineered Process Systems ("EPS") for the provision of engineering and project coordination service for specific phases of the Huron Public Power Expansion Project, namely, HPP Capacity and Redundancy Upgrade Engineering & Project Management (\$58,360.00), HPP Sawmill Parkway Conduit Infrastructure Design (\$17,910.00) and HPP 15-kV Expansion Design (\$45,670.00), for a grand total of \$121,940.00; and

**WHEREAS**, EPS has submitted Change Order #1 in the amount of \$4,550.00 relating to the HPP Sawmill Parkway Conduit Infrastructure Design phase of the project due to necessary changes to the design portion of the project, which increases the total for that phase to \$22,460.00; and

**WHEREAS**, the overall combined total for the three phases, including Change Order #1 as set forth above, is \$126,490.00;

**WHEREAS**, the City and Council believe the changes requested are reasonable and necessary for the successful completion of the project.

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

**SECTION 1:** That the City Manager be, and he hereby is, authorized to accept Change Order No. 1 in the amount of Four Thousand Five Hundred Fifty and 00/100 Dollars (\$4,550.00) to the HPP Sawmill Parkway Conduit Infrastructure Design phase proposal of Engineered Process Systems to reflect additional engineering design services relating to the Huron Public Power Expansion Project, increasing the combined engineering and project coordination service costs for the Project to an amount not to exceed One Hundred Twenty-Six Thousand Four Hundred Ninety and 00/100 Dollars (\$126,490.00).

**SECTION 2:** That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code.

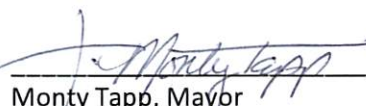
**SECTION 3:** This Resolution shall be in full force and effect from and immediately following its adoption.

ATTEST:

  
Clerk of Council

ADOPTED:

11 APR 2023

  
Monty Tapp, Mayor

**RESOLUTION NO. 16-2022**

Introduced by Joel Hagy

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THREE (3) PROPOSALS AND ENTER INTO AN AGREEMENT WITH ENGINEERED PROCESS SYSTEMS, LTD FOR THE PROVISION OF ELECTRIC ENGINEERING AND PROJECT COORDINATION SERVICES TO BE PROVIDED TO THE CITY OF HURON RELATING TO THE HURON PUBLIC POWER EXPANSION PROJECT IN A COMBINED AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-ONE THOUSAND NINE HUNDRED FORTY AND 00/100 DOLLARS (\$121,940.00)**

**WHEREFORE**, the City of Huron desires to expand its municipal electric power capabilities at Huron Public Power through the Huron Public Power Expansion Project; and

**WHEREFORE**, Engineered Process Systems, Ltd. ("EPS") has provided three (3) separate proposals for the provision of engineering and project coordination services for specific phases of the Huron Public Power Expansion Project in the amounts of Forty-Five Thousand Six Hundred Seventy and 00/100 Dollars (\$45,670.00), Fifty-Eight Thousand Three Hundred Sixty and 00/100 Dollars (\$58,360.00); and Seventeen Thousand Nine Hundred Ten and 00/100 Dollars (\$17,910.00), for a combined total of One Hundred Twenty-One Thousand Nine Hundred Forty and 00/100 Dollars (\$121,940.00), which amounts reflect a reduced pricing structure if all three proposals are coordinated as a single item.


**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:**

**SECTION 1.** That the City Manager is authorized and directed to accept the proposal and enter into an agreement with Engineered Process Systems, Ltd., 205 Sprowl Road, P. O Box 471, Huron, OH 44839, for the provision of electrical engineering and project coordination services to the City of Huron relating to the Huron Public Power Expansion Project in an amount not to exceed One Hundred Twenty-One Thousand Nine Hundred Forty and 00/100 Dollars (\$121,940.00), which agreement shall be substantially in the form of Exhibit "A" attached hereto and made a part hereof.

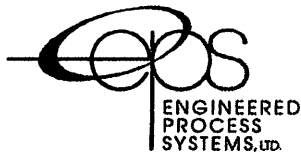
**SECTION 2.** That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

**SECTION 3.** That this Resolution shall be in full force and effect from and immediately after its adoption.

ATTEST:   
Clerk of Council

  
Monty Tapp, Mayor

ADOPTED: 11 JAN 2022



## **PROPOSAL**

**Submitted To:**

City of Huron  
417 N Main Street  
Huron, OH 44839

Attn: Mr. Cory Swaisgood

**For:**

HPP Capacity and Redundancy  
Upgrade Engineering  
& Project Management  
Page 1 of 3  
December 8, 2021

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**Scope of Services - Revised 1/3/2022 to reflect bundling of the HPP 15-kV Expansion and Sawmill Parkway Conduit Designs**

The City of Huron desires to obtain electrical engineering and project management services to develop added power capacity and redundancy for HPP at the Rye Beach Road substation in Huron, Ohio. EPS, Ltd. proposes to perform engineering and project coordination to accomplish this objective.

More specifically, we propose the following:

**Engineering and Project Management**

- ◆ Design to include the following for a bid package:
  - Specifications for public bid for a new 69-kV to 12.470/7200-volt substation transformer
  - Specify new 15-kV switchgear interface to existing 15-kV switchgear
    - Upgrade existing controls to complete interface and provide remote monitoring
    - Prepare settings for 15-kV breakers and voltage regulation
  - Review animal intrusion protection
  - Prepare EPA Spill Prevention Control and Countermeasures Plan for oil storage greater than 10,000-gallons
  - Determine location of equipment
  - Issue design documents for bid
  - AMPT interface to ascertain tap-in requirements and protection coordination
  - Conduct pre-bid meeting
  - Respond to bidder inquiries
  - Provide evaluation and recommendation on bidders
  - Review submittals

### Construction Management Assistance

- ◆ Construction management including the following:
  - Manage equipment suppliers and contractors
  - Schedule equipment deliveries
  - Observe and verify installation meets HPP requirements
  - Assist in the approval of contractor progress payment applications
  - Coordinate with AMPT and Huron Public Power
  - Provide record drawings

### Time Schedule, Fee and Billing Schedule

Following is a preliminary work schedule:

- |  |          |
|--|----------|
| ◆ Authorization to commence engineering        | 12/28/21 |
| ◆ Establish and approve scope                  | 01/28/22 |
| ◆ Determine AMPT requirements                  | 01/21/22 |
| ◆ Complete equipment specification engineering | 02/28/22 |
| ◆ Select equipment to be ordered               | 03/11/22 |
| ◆ Complete engineering for advertising         | 03/31/22 |
| ◆ Select installation contractor               | 04/29/22 |
| ◆ Begin installation                           | 06/01/22 |
| ◆ Complete substation installation             | 03/31/23 |

We shall perform the engineering scope of work as outlined above for ~~\$64,800 (sixty four thousand and eight hundred dollars)~~ \$58,360 (fifty-eight thousand three hundred and sixty dollars) Additional work, if required and approved, based on the following hourly rates:

Principle	\$155
Project engineer/manager	\$130
Engineer	\$115
Designer	\$ 90
Draftsperson	\$ 80
Administration	\$ 70



Payment Schedule is as follows:

- ◆ Initial payment \$25,000
- ◆ Monthly progress payments

Items not included

- ◆ Payment or contracting with suppliers, civil and structural engineers, surveyors or any other parties required to complete the design, construction, operation and maintenance of the substation
- ◆ Substation items required for or by AMPT such as grading, drainage, fencing, ground grid, access drive modification, and equipment

Acceptance

To serve as our agreement, you may sign and return a copy of this proposal or provide your purchase order that includes the herein described information. This document shall represent our total agreement and it supersedes any prior representations. Our understanding shall be construed under the laws of the State of Ohio.

Thank you for the opportunity to quote this work. Should you have any questions, please contact me.

Terms: Net 30, initial payment due upon receipt

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: 1-12-2022

Co. City of Huron

Signature [Signature]

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the Specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workmen's Compensation Insurance.

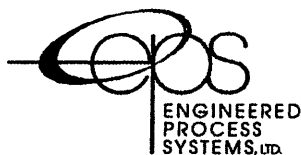
Respectfully submitted,  
**Engineered Process Systems, LTD**

Authorized

Signature Michael D. Spacek

Michael D. Spacek, PE  
Director of Energy Services

Note: This proposal may be withdrawn by us if not accepted within thirty days of the above date.



## **PROPOSAL**

### **Submitted To:**

City of Huron

417 N Main Street  
Huron, OH 44839  
Attn: Mr. Cory Swaisgood

### **For:**

HPP Sawmill Parkway Conduit  
Infrastructure Design

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December 8, 2021

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### **Scope of Services - Revised 1/3/2022 to reflect bundling of the HPP 15-kV Expansion and HPP Capacity and Redundancy Designs**

The project consists of providing an underground conduit system from Rye Beach Road to east end of Sawmill Parkway for future HPP primary cables, future City owned streetlights, and future City owned broadband services. EPS, Ltd. proposes to perform engineering and project coordination to accomplish this objective.

More specifically, we propose the following:

#### **Engineering and Project Management**

- ◆ Site visit to observe existing conditions
- ◆ PE stamped electrical drawings and specifications for public bidding and construction
- ◆ Coordination of conduit design with broadband service provider
- ◆ Electrical Cost Estimate
- ◆ Response to bidder questions
- ◆ Bid review and recommendations

#### **Related Services Provided By OHM Advisors**

- ◆ Bid book front-end.
- ◆ Bid document printing and issuing
- ◆ Bid advertising, opening and contract administration services.
- ◆ AutoCAD files of road improvement project for use as background for electrical drawings.

Construction Management Assistance

- ◆ Construction management including the following:
  - Manage equipment suppliers and contractors
  - Assist in scheduling equipment deliveries
  - Observe and verify installation meets HPP requirements
  - Assist in the approval of contractor progress payment applications
  - Coordinate interface with contractors, other engineers and surveyors, suppliers and the City
  - Provide record drawings

Time Schedule, Fee and Billing Schedule

Following is a preliminary work schedule:

- |   |          |
|---|----------|
| ◆ Authorization to commence engineering | 01/25/22 |
| ◆ Establish and approve scope           | 02/25/21 |
| ◆ Complete engineering                  | 03/31/22 |
| ◆ Begin bid process                     | 04/07/22 |
| ◆ Select installation contractor        | 05/06/22 |
| ◆ Begin installation                    | 06/10/22 |
| ◆ Complete installation                 | 10/28/22 |

We shall perform the engineering scope of work as outlined above for ~~\$19,900~~ ~~(nineteen thousand and nine hundred dollars)~~ \$17,910 (seventeen-thousand nine hundred and ten dollars). Additional work, if required and approved, based on the following hourly rates:

Principle	\$155
Project engineer/manager	\$130
Engineer	\$115
Designer	\$ 90
Draftsperson	\$ 80
Administration	\$ 70

Payment Schedule is as follows:

- ◆ Initial payment \$4,000
- ◆ Balance upon selection of contractor

### Acceptance

To serve as our agreement, you may sign and return a copy of this proposal or provide your purchase order that includes the herein described information. This document shall represent our total agreement and it supersedes any prior representations. Our understanding shall be construed under the laws of the State of Ohio.

Thank you for the opportunity to quote this work. Should you have any questions, please contact me.

Terms: Net 30, initial payment due upon receipt

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: 1/12/2022  
Co. City of Huron  
Signature [Signature]

Note: This proposal may be withdrawn by us if not accepted within thirty days of the above date.

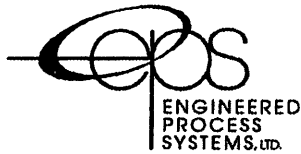
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the Specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon Strikes, accidents or delays beyond our control. Our workers are fully covered by Workmen's Compensation Insurance.

Respectfully submitted,  
**Engineered Process Systems, LTD**

Authorized

Signature Michael D. Spacek  
Michael D. Spacek, PE  
Director of Energy Services





## **PROPOSAL**

### **Submitted To:**

City of Huron  
417 N Main Street  
Huron, OH 44839  
Attn: Mr. Cory Swaisgood

### **For:**

HPP 15-kV Expansion Design

Page 1 of 3  
December 8, 2021

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### **Scope of Services – Revised 1/3/2022 to reflect bundling of the Sawmill Parkway and HPP Capacity and Redundancy Designs**

The project consists of expanding the Huron Public Power 12.47 kV Distribution System to put in place the necessary underground conduit and cabling to provide a main city feeder system. EPS, Ltd. proposes to perform engineering and project coordination to accomplish this objective.

More specifically, we propose the following:

#### **Engineering and Project Management**

##### **Concept Plan**

- ◆ Estimate loads, calculate capacities, develop protection and sectionalizing plans.
- ◆ Size cables, conduit and equipment.
- ◆ Prepare concept plan for distribution feeder.
- ◆ Review concept plan in field and adjust accordingly.
- ◆ Prepare budget cost estimate.

##### **Construction Documents**

- ◆ Prepare details construction drawings.
- ◆ Prepare technical specifications.
- ◆ Prepare bidding frontend documents.
- ◆ Prepare estimate of probable cost.
- ◆ Respond to bidder's request for information.
- ◆ Evaluate bids and provide recommendation for award.

##### **Construction Phase**

- ◆ Review contractor submittals.
- ◆ Respond to contractor request for information.
- ◆ Site visits to review installation.

The proposed project provides the main city feeder system. Transformers and branch feeders to connect customers to the main feeder will be evaluated and provided as separate projects.

The system design shall include provisions and capacity to allow future expansion to provide the ability to serve the following additional potential customers:

- ◆ Cedar Point Sawmill Resort.
- ◆ Parcels on Rye Beach Road from HPP Substation to Cleveland Road.
- ◆ All parcels on Sawmill Creek Parkway.
- ◆ Woodlands Elementary School.
- ◆ Huron High School.
- ◆ McCormick junior High School.
- ◆ City Water Plant.
- ◆ City Hall and Fire Station.
- ◆ ConAgra Site Development.
- ◆ Other parcels adjacent cable route.

#### Time Schedule, Fee and Billing Schedule

Following is a preliminary work schedule:

- |  |          |
|--|----------|
| ◆ Authorization to commence engineering  | 12/14/21 |
| ◆ Establish and approve scope            | 01/04/22 |
| ◆ Complete engineering                   | 02/11/22 |
| ◆ Begin bid process                      | 02/18/22 |
| ◆ Select installation contractor         | 03/11/22 |
| ◆ Begin installation                     | 04/04/22 |
| ◆ Complete installation (to Cedar Point) | 06/30/22 |

We shall perform the engineering scope of work as outlined above for ~~\$50,700 (fifty thousand and seven hundred dollars)~~ \$45,670 (forty-five thousand six hundred seventy dollars) Additional work, if required and approved, based on the following hourly rates:

Principle	\$155
Project engineer/manager	\$130
Engineer	\$115
Designer	\$ 90
Draftsperson	\$ 80
Administration	\$ 70

Payment Schedule is as follows:

- ◆ Initial payment \$9,000
- ◆ Balance upon selection of contractor

### Acceptance

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Co. City of Huron  
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Respectfully submitted,  
**Engineered Process Systems, LTD**

Authorized

Signature Michael D. Spacek  
Michael D. Spacek, PE  
Director of Energy Services

Note: This proposal may be withdrawn by us if not accepted within thirty days of the above date.