

**ORDINANCE NO. 20-146**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH HOLCOMB ENTERPRISES, LLC, OF PORT CLINTON, OHIO, FOR SEASONAL DOCK INSTALLATION & REMOVAL SERVICES AT THE SHELBY STREET BOAT LAUNCH FACILITY AND PIPE CREEK WILDLIFE CANOE LAUNCH; AND DECLARING THAT THIS ORDINANCE SHALL TAKE IMMEDIATE EFFECT IN ACCORDANCE WITH SECTION 14 OF THE CITY CHARTER.**

**WHEREAS**, a request for proposals (RFP) was issued on August 28, 2020, for the installation & removal of seasonal docks at the Shelby Street Boat Launch Facility and Pipe Creek Wildlife Canoe Launch for the period beginning November of 2020 and ending in November 2023 in which one (1) proposal was received and evaluated by a selection committee and based upon the proposers past experience & equipment, proposal & qualifications, and pricing, it was determined the proposal of Holcomb Enterprises, LLC of Port Clinton, Ohio, was the lowest and best; and

**WHEREAS**, Holcomb Enterprises, LLC of Port Clinton, Ohio, will be providing services for seasonal dock installation each April and removal each November at the Shelby Street Boat Launch Facility and Pipe Creek Wildlife Canoe Launch consistent with their proposal and the RFP; and

**WHEREAS**, the contract is for three and one-half (3½) years, beginning November of 2020, and ending in November of 2023, summarized as follows:

<b>Shelby Street Boat Launch Facility</b>			<b>Total-yearly</b>	
		Fall Removal 2020	\$9,000.00	\$9,000.00
Spring Install 2021	\$12,000.00	Fall Removal 2021	\$9,000.00	\$21,000.00
Spring Install 2022	\$12,000.00	Fall Removal 2022	\$9,000.00	\$21,000.00
Spring Install 2023	\$12,000.00	Fall Removal 2023	\$9,000.00	\$21,000.00
<b>Pipe Creek Wildlife Canoe Launch</b>				
		Fall Removal 2020	\$3,500.00	\$3,500.00
Spring Install 2021	\$3,500.00	Fall Removal 2021	\$3,500.00	\$7,000.00
Spring Install 2022	\$3,500.00	Fall Removal 2022	\$3,500.00	\$7,000.00
Spring Install 2023	\$3,500.00	Fall Removal 2023	\$3,500.00	\$7,000.00
<b>Total contract</b>				<b>\$96,500.00</b>

**WHEREAS**, the City has the option to extend the contract for two (2) additional one (1) year terms upon written agreement by both parties; and

**WHEREAS**, the total cost of the initial contract is \$96,500.00 and will be paid with funds from the Building Maintenance Division’s operating budget; and

**WHEREAS**, this Ordinance should be passed as an emergency measure under suspension of the rules in accordance with Section 14 of the City Charter in order to immediate execute the contract and allow the contractor to complete the removal of the seasonal docks in November of 2020, and prior to the Winter season; and

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Sandusky, Ohio, and its citizens, and to provide for the efficient daily operation of the Municipal Departments, including the Department of Public Works, of the City of

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Sandusky, Ohio, the City Commission of the City of Sandusky, Ohio finds that an emergency exists regarding the aforesaid, and that it is advisable that this **Ordinance** be declared an emergency measure which will take immediate effect in accordance with Section 14 of the City Charter upon its adoption; and NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SANDUSKY, OHIO, THAT:

Section 1. The City Manager is authorized and directed to enter into a contract with Holcomb Enterprises, LLC, of Port Clinton, Ohio, for seasonal dock installation & removal services at the Shelby Street Boat Launch Facility and Pipe Creek Wildlife Canoe Launch, beginning November of 2020, and ending in November of 2023, at an amount **not to exceed** Ninety Six Thousand Five Hundred 00/100 Dollars (\$96,500.00), consistent with the proposal submitted, a copy of which is marked Exhibit "A" and attached to this Ordinance.

Section 2. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This City Commission finds and determines that all formal actions of this City Commission concerning and relating to the passage of this Ordinance were taken in an open meeting of this City Commission and that all deliberations of this City Commission and of any of its committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. That for the reasons set forth in the preamble hereto, this Ordinance is hereby declared to be an emergency measure which shall take immediate effect in accordance with Section 14 of the City Charter after its adoption and due authentication by the President and the Clerk of the City Commission of the City of Sandusky, Ohio.



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RICHARD R. BRADY  
PRESIDENT OF THE CITY COMMISSION



ATTEST:

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MCKENZIE E. SPRIGGS  
CLERK OF THE CITY COMMISSION

Passed: October 12, 2020

**FIRM CONTACT INFORMATION**

Firm's Name Halcomb Enterprises C.L.C  
Authorized Signature By: Matt Halcomb  
Print Name of Authorized Signature: Matthew Halcomb  
Title: Vice President.  
Company Name: Halcomb Enterprises  
Mailing Address: 6666 W. Fritchie Rd.  
Port Clinton, Ohio 43452  
  
Telephone Number: 419-656-6724  
Facsimile Number: 419-635-2019  
E-Mail Address: Matt@halcombent.com  
Where Incorporated: Ohio  
Federal Identification Number: \_\_\_\_\_  
Contact Person for Contract processing: Matthew Halcomb

**ADDITIONAL SIGNATURE FOR JOINT VENTURE**

Authorized Signature By: \_\_\_\_\_  
Print Name of Authorized Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
  
Telephone Number: \_\_\_\_\_  
Facsimile Number: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Where Incorporated: \_\_\_\_\_  
Federal Identification Number: \_\_\_\_\_

*The City asks that the above information be completed in its entirety to assure the City has the most accurate contact information for future communication. The City's primary form of communication is via email.*

Proposal Form

No alternatives, deletions or additions shall be made of this form as it may render the bid invalid. Alternative proposals can be submitted, where so designated within the bid proposal for review by the City, but of the understanding that the City of Sandusky has sole authority to consider or reject any alternative proposals.

Name of Organization: Holcomb Enterprises

Business Address: 6660 W. Fitchie Rd

Telephone Number 419-656-6724 office

Other Phone 419-366-1881 Matt Holcomb Cell

Other Phone

Fax 419-635-2019

Email Matt@holcombent.com

Name and Title of Contact Individual for Further Information

Matthew Holcomb - Vice President

Legal Status of Organization: (Check one)

For-profit corporation or joint venture corporation

For-profit partnership or sole proprietorship

Non-profit corporation Public agency Other (identify)

Non-profit corporation Private agency Other (identify)

Attach your proposal with any additional information that was requested or that you feel necessary to help in the City's evaluation of your qualifications and proposed operation of the facilities.

We have been building seawalls and rock shore lines  
with and without docks for 15 years

Pricing for Services from 2020 – 2023

Shelby Street Boat Launch Facility

	Fall Removal 2020 \$ <u>9,000.00</u>
Spring Install 2021 \$ <u>12,000.00</u>	Fall Removal 2021 \$ <u>9,000.00</u>
Spring Install 2022 \$ <u>12,000.00</u>	Fall Removal 2022 \$ <u>9,000.00</u>
Spring Install 2023 \$ <u>12,000.00</u>	Fall Removal 2023 \$ <u>9,000.00</u>

Pipe Creek Wildlife Canoe Launch

	Fall Removal 2020 \$ <u>3,500.00</u>
Spring Install 2021 \$ <u>3,500.00</u>	Fall Removal 2021 \$ <u>3,500.00</u>
Spring Install 2022 \$ <u>3,500.00</u>	Fall Removal 2022 \$ <u>3,500.00</u>
Spring Install 2023 \$ <u>3,500.00</u>	Fall Removal 2023 \$ <u>3,500.00</u>

Optional Contract Extension for Two Years

Shelby Street Boat Launch Facility

Spring Install 2024 \$ <u>12,000.00</u>	Fall Removal 2024 \$ <u>9,000.00</u>
Spring Install 2025 \$ <u>12,000.00</u>	Fall Removal 2025 \$ <u>9,000.00</u>

Pipe Creek Wildlife Area Canoe Launch

Spring Install 2024 \$ <u>3,500.00</u>	Fall Removal 2024 \$ <u>3,500</u>
Spring Install 2025 \$ <u>3,500.00</u>	Fall Removal 2025 \$ <u>3,500.00</u>

### Organization History

Has Respondent, or any officer or partner of respondent, failed to complete a contract?  
Yes \_\_\_\_\_ No X. If yes, give details on separate sheet.

Is any litigation pending against Respondent or any officer or partner of Respondent's organization? Yes \_\_\_\_\_ No X. If yes, give details on separate sheet.

### Experience History

List three similar contracts which the Respondent Organization has provided service under. Indicate current or recent, along with a contact person and phone number. If no, so state. Attach extra page(s) if necessary.

<u>Municipality</u>	<u>Current or Recent</u>	<u>Contact Person/Phone No.</u>
My Place Communities	12900 Hall Rd Suite 190 Sterlin Heights MI	Chris Nortley 586-405-5511 Chris @ myplacecommunities.com
Randy Pindor	2029 South Anderson Rd Port Clinton	Randy Pindor 216-389-8589 rpindor @ Blastercorp.com
Innovative Excavating	2974 North east Catawba Rd	Tim Niese JR 419-261-9463 Tim @ toledoexcavating.com

Waiver and Release Form


In consideration of the review by the City of Sandusky, Ohio, of a contract proposal and bid submitted by the undersigned, and as a condition precedent thereto, the undersigned does hereby authorize and direct the release to administrative officers of the City of any and all information related to the current obligations of the undersigned to the City, including, but not by way of limitation, obligations under the City's income tax, hereby waiving any privilege, statutory or otherwise, as to the same, and releasing the City of Sandusky, Ohio, its officers, agents, and employees from any liability in relation thereto.

  
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BY: Matthew Holcomb

DATE: 9/14/2020

SIGNED IN THE PRESENCE OF:

 Joel Freedman

1-21-21

