CITY COUNCIL

Committee Meetings
Regular Council Meeting

7232 E. Main St
Reynoldsburg, OH 43068
www.ci.reynoldsburg.oh.us

April Beggerow
614-322-6836

Monday, April 23, 2018 **Council Chambers**

FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. CALL TO ORDER—ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

a. Finance and Administration Committee – Committee Meeting – April 9, 2018

4. NEW LEGISLATION/DISCUSSION ITEMS

a. A Discussion on the Personnel Policy and Procedure Manual Update

b. ORDINANCE TO AMEND ORDINANCE 94-12 PASSED DECEMBER 17, 2012 THAT WAIVES COMPETITIVE BIDDING FOR VARIOUS EXEMPTED CONTRACTS AND EXPENDITURES OVER ~~$10,000~~ $25,000.

5. LEGISLATION FOR EMERGENCY ADOPTION

a. ORDINANCE AUTHORIZING CONTRACT FOR TRANSLATION SERVICES WITH VOCALINK LANGUAGE SERVICES, INC. AND DECLARING AND EMERGENCY (First Reading 4/9/2018).

6. LEGISLATION FOR SECOND READING

a. AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF $28,000,000, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE CITY'S HEALTH AND RECREATION FACILITIES BY CONSTRUCTING a MUNICIPAL RECREATION AND AQUATIC COMPLEX, AND THE ACQUISITION AND IMPROVEMENT OF RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO (First Reading 4/9/2018).

7. LEGISLATION FOR THIRD READING

a. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: CHAPTER 160 EMPLOYEE COMPENSATION SECTION 160.02 "AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE" SUBSECTION (a) "ADMINISTRATIVE"; SUBSECTION (c) "DEVELOPMENT". (Second Reading 4/9/2018).

MINUTES COMMITTEE MEETING
REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
April 9, 2018

Chairman Barth R. Cotner called the meeting to order at 8:36 PM

Call to Order - Roll Call

PRESENT: Clemens, Cotner, Luzader, Spalding, Joseph
ABSENT:

Approval of Agenda

Motion by Mr. Cotner for 1 addition for new discussion: Ordinance Authorizing Contract for Translation Services with Vocalink Language Services, Inc., and Declaring and Emergency to be added as item 4b.
Second by Mr. Spalding. All voted in the affirmative by voice vote.
Agenda amended.

Approval of Minutes

a. Finance and Administration Committee – Committee Meeting – March 26, 2018

RESULT:	**ACCEPTED**

NEW LEGISLATION/DISCUSSION ITEMS

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF $28,000,000, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE CITY'S HEALTH AND RECREATION FACILITIES BY CONSTRUCTING A MUNICIPAL RECREATION AND AQUATIC COMPLEX, AND THE ACQUISITION AND IMPROVEMENT OF RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO --- Cotner. Finance and Administration Committee.

Mr. Cicak: Chairman Cotner, members of Council, it brings me great joy to finally get here to this point in this project. For me personally, its been about 3.5 years and for you that have been working on it, even longer. Tonight, I brought with me our Christopher Fronzman, he's our bond counsel from the firm of Squire, Sanders & Dempsy and I also have Brian Cooper from Umbaugh and he's our financial advisor for the City. This investment is going to pay dividends measured in the quality of life for our city. Hopefully scholarships for our kids, grandchildren and I think it represents the cornerstone of re-development in our city. With this I'd like to turn over the presentation to Brian Cooper who has a Powerpoint presentation for you to look at to show you the process of what happens and how this bonding is going to take place.

Brian Cooper, HJ Umbaugh and Associates, we are a municipal advisory firm and represent cities, counties and school districts and other governmental entities throughout Ohio, Indiana and Michigan. As I said before, I'm a municipal advisor. Our role with the city is to sit on your side of the table whenever you're bringing in a financial transaction to market. We serve as your fiduciary and we are regulated by the Municipal and Securities rule making board. Begins Power Point presentation (attached).

Mr. Cotner: Thank you very much. Questions or comments tonight? This is definitely an exciting time. Auditor Cicak, I agree and concur, I love the passion that your again bringing and leading with so thank you very much, this is an exciting opportunity for our city. Thank you.

RESULT:	**REFERRED TO COUNCIL [UNANIMOUS]**	**Next: 4/9/2018 7:34 PM**
SECONDER:	Marshall Spalding, Ward 3 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING CONTRACT FOR TRANSLATION SERVICES WITH VOCALINK LANGUAGE SERVICES, INC. AND DECLARING AND EMERGENCY --- Cotner. Finance and Administration Committee.

Mr. Cicak: Chairman Cotner, members of Council, we have an opportunity to reach out a hand in friendship to those people who chose to make Reynoldsburg their home but don't speak English or do so in a limited manner. This legislation will help us provide service to an important part of our community. Too many times people are taking children out of school to speak for their parents in my office or other offices here in the city. I bring you the opportunity to make certain that ESL residents are able to be heard. Vocalink is a state of Ohio mandatory service provider, they're on the state bid list and their a minority business enterprise based in Ohio. For .99 a minute, someone will be able to pick up their cell phone, smart phone and use an ap to be able to have a live conversation to translate to anyone. Now its my apologies that I didn't get this on Council on the agenda on time, but someone was in Aruba and I wasn't sure, I guess I hit the wrong button and it didn't get on the Council, but I guess, on a serious note, our Safety Director called me on Friday and said there was a missing child and the family didn't speak English, so I knew everybody up here wouldn't have a problem if I brought this forward tonight with it not being on the agenda. I hand delivered it to Councilman Clemens on Friday and I hope you consider this here now.

Mr. Cotner: Thank you, I've been able to take a look at it and I think its a great addition, it gives us a bridge to be able to communicate, how many different languages you get a live person?

Mr. Cicak: There is a list..

Mr. Cotner: I mean this is..

Mr. Cicak: You get a live person sitting at a computer, you put in your language, the language you want to speak to, there is a card that the person you're interacting with whether it's our police officers or someone here in the city, they point to their language, you put it on the ap and there is someone there on the other end on face time that is live and it's .99 a minute and I don't think we can beat that.

Mr. Cotner: Questions?

Mr. Baker: Its more of a statement. This is well long overdue and I do commend you for bringing it forward, thank you.

Ms. Bryant: I just wanted to make sure that this is a cost that the city will bear to provide services to residences as opposed to when they come and talk to you about taxes and they end up on the phone for an hour with a translator.

Mr. Cicak: Oh no, it's one to one. And it also includes translation services for documents that we're supposed to be providing for people of different languages. So I'm just cracking the book on this to find out everything that we're obligated to provide people with.

Ms. Bryant: Do you happen to know if this is something that will be provided by actually, Jed could probably answer this, is this something that will be provided by Mayor's Court as well?

Mr. Hood: We would use them preliminarily when we identify them when they come to their arraignment. And then we'll need to use a court certified interpreter when we go forward. The issue that we have in Mayors Court is we don't know if someone speaks English or not based on the very preliminary nature of the arraignment procedures and we've had the same situation that Steve has, the children are younger and younger and they are missing school and they are the person in the household that speaks English. So yes, this is overdue and its and obligation that the city undertake and to go back to your first question, the city will bear the expense, we will not pass it on to our residents.

Ms. Bryant: And you said they will be using certified supreme court translators for Mayors Court.

Mr. Hood: We have in the past and we will continue to do so. But preliminarily, like Steve was saying, if someone comes upon us, and we just don't know ahead of time to have an interpreter there, we'll have the translation services there available to us at the Clerk's office to at least get them a new court date where they can be sure an interpreter will be a their next court date.

Mr. Cicak: I had Leslie Clark in a meeting and she was able to see a demonstration of this and its a bridge to get to the court.

Mr. Cotner: I know Chief, you're just settling in here, but are you going to see this able to be implemented to our officers on the street as well, has there been any discussion between the Auditor and how some of the officers would be able to..

Chief Plesch: In my previous 2 departments we've used services and they've worked flawlessly.

Mr. Cotner: Ok, good to know, thank you.

Mr. Cicak: One other point, we're going to have a master contract for the city, but we'll also be able to break it down by department for proper billing.

Mr. Cotner: Thank you very much, good to have this information.

RESULT:	**REFERRED TO COUNCIL [UNANIMOUS]**	**Next: 4/9/2018 7:34 PM**
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Mel Clemens, Ward 4 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

LEGISLATION FOR SECOND READING

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: CHAPTER 160 EMPLOYEE COMPENSATION SECTION 160.02 “AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE” SUBSECTION (A) “ADMINISTRATIVE”; SUBSECTION (C) “DEVELOPMENT”. --- Cotner. Finance and Administration Committee.

RESULT:	**REFERRED TO COUNCIL [UNANIMOUS]**	**Next: 4/9/2018 7:34 PM**
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Brett Luzader, Ward 2 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

Mayor's Office

Brad McCloud
7232 E. Main Street
Reynoldsburg OHIO 43068
Phone

ORDINANCE REQUEST

DATE:	**April 23, 2018**
TO:	**Finance and Administration Committee**
RE:	ORDINANCE TO AMEND ORDINANCE 94-12 PASSED DECEMBER 17, 2012 THAT WAIVES COMPETITIVE BIDDING FOR VARIOUS EXEMPTED CONTRACTS AND EXPENDITURES OVER ~~$10,000~~ **$25,000**.

Approval:

Completed Brad McCloud	Completed Jed Hood	Stephen Cicak

Requesting amendment of Ordinance 94-12 passed in December 2012 and subsequently amended.

Amending the Competitive Bid Waiver legislation from 2012 (and subsequently amended) to amend the names of 2 vendors that have been purchased by other companies (Taylor Chevrolet is now Hugh White Chevrolet, Accela's Minute Traq has been purchased by Granicus/IQM2) and to add SCI- Sound Communications as a vendor.   Also changes the bid amount from $10,000 to $25,000 to reflect the recent change to the bid limit in the city.

ORDINANCE NO. _____ PASSED:

ORDINANCE TO AMEND ORDINANCE 94-12 PASSED DECEMBER 17, 2012 THAT WAIVES COMPETITIVE BIDDING FOR VARIOUS EXEMPTED CONTRACTS AND EXPENDITURES OVER ~~$10,000~~ **$25,000**.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF REYNOLDSBURG, OHIO:

SECTION 1. That Council does hereby waive competitive bidding for the following vendors:

Schonhardt and Associates
Limbach Controls Group
Columbia Gas of Ohio
Sensus
Verizon Wireless
~~Taylor Chevrolet~~ **Hugh White Chevrolet**
Ricart Mega Mall
Statewide Ford
Honda East
Pyrotecnico
Willis of Ohio
American Legal Publishing
Silco Fire & Security
MP Dory
SCI Integrated (Sound Communications)
~~Accela~~ **IQM2 (Granicus)**
Speedway
REM Communications
Kirch Group Technologies
Jeffrey R. Bing Cement
Franklin Soil & Water
HD Supply Waterworks LTD
American Mechanical Group
Franklin County (all agencies)
Fairfield County (all agencies)
Licking County (all agencies)
State of Ohio (all agencies)
Hapco Aluminum
New World Systems

SECTION 2. That Ordinance No. 94-12 passed December 17, 2012 be and is hereby repealed and replaced.

SECTION 3. That upon adoption by Council this ordinance shall be in effect thirty days following signature by the Mayor.

____
Doug Joseph, President of Council

ATTEST: _______________________________
April L. Beggerow, Clerk of Council

APPROVED: ________________________________DATE________________
Bradley L. McCloud, Mayor

CERTIFICATE

I, April L. Beggerow, Clerk of Council, City of Reynoldsburg, Ohio do hereby certify the foregoing to be a true and correct copy of Ordinance No. 44-17 as passed by Council of said City on the 8th day of May, 2017 and as recorded in the Record of Proceedings of said Council.

____
April L. Beggerow, Clerk of Council

Filed with Mayor: __________

City Auditor's Office

Stephen Cicak
7232 E. Main Street
Reynoldsburg OHIO 43068
614/322-6858 Phone

ORDINANCE REQUEST

DATE: **April 23, 2018**

TO: **Finance and Administration Committee**

RE: Ordinance Authorizing Contract for Translation Services with Vocalink Language Services, Inc. And Declaring an Emergency

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak

Emergency/Suspension: Emergency

Ordinance Authorizing Contract for Translation Services with Vocalink Language Services, Inc. And Declaring and Emergency

Customizable Language Solutions/Services

- End-To-End Enterprise Language Solutions
- On-Site, Over-The-Phone, and Video Remote Interpreting
- Content Localization and Translation
- Video and Audio Translation and Production
- Web and Mobile Localization & Engineering

Capacity for Now and Later

- Robust Linguistic Toolkit: 275+ Spoken Languages, ASL, and 100+ Written Languages
- Translation and Localization in Any File Format: Document, Design, Audio, Video, Web and Mobile
- Ultimate Scalability: Unlimited Minutes, Appointments, Words, and Pages
- Industry-Leading Response Times

Be Heard. Be Understood.

At Vocalink Global we believe that people a brands deserve to be heard and understood.

Vocalink Global's language solutions facilitate t development and omnichannel delivery of multilingual com munications while preserving the original message intent.

We help boost both client and employee loyalty and engagement b adding the multilingual dimension to all enterprise, corporate, and us communications.

Innovative and Secure Technology

- Highly Secured Platforms Employing Industry-Leading Physical and Virtual Security Protocols
- Customizable, Cloud Based, Self-Serve Platforms
- Open to Integrate into Other Technologies
- HIPPA-Compliant
- Ownership and Transparency Over Linguistic Assets and Spend

Vocalink Global

- Single Source for All Language Needs
- Customized Pricing Models
- Consistent Multilingual Communications
- Qualified, Compliant Linguists
- Thought Leaders in Cultural Inclusivity and Language Access

Vocalin Glob

Be Heard. Be Understoo

vocalinkglobal.c
877-492-7

NMSDC Certified WBENC Women's Business Enterprise Certified SBA Woman Owned

Certified Minority & Woman Owned Ente

Client Success by Design

It starts by understanding what success means for each of our clients. We define success indicators and quantifiable benefits to realize success. It requires integrating processes, technologies, and shared vision.

Because we only succeed when our clients do, we developed a Framework for success: first, our Success Roadmap sets the direction and key milestones on your way to the win. Then, our Success Platform creates a structured approach to execution.

OhioDAS

Index No.: GDC024
Contract No.: CSP901416
Eff. Date: 07/01/17

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE
AMENDMENT NO. 2

TO: ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS.

FROM: ROBERT BLAIR, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: CONTRACT FOR TRANSLATION SERVICES

Attached are pages 1 and 4 through 8 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective date.

As a result of mutual agreement between the state of Ohio and the Contractor, this amendment is issued to renew the subject contract an additional twelve (12) months, effective 07/01/17 through 06/30/18. Additionally, OAKS Item Numbers: 27646 – Video conferencing interpretation – ASL; and 27649 – On-site interpretation – ASL will be removed from this contract. Thereafter, agencies shall procure their needs for these services in accordance with Ohio Revised Code Section 125.05. This amendment also removes OAKS Item Numbers 27650, 27651, 27652, 27653, 27654, 27655, 27661, and 27662; and adds OAKS Item Numbers 32289-32294, 32296-32301 and 32302-32305.

Additionally, pursuant to Ohio Revised Code 9.76(B) Contractor warrants that Contractor is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the contract period.

All other prices, terms and conditions remain unchanged.

This Amendment, the main Requirements Contract and any additional amendments thereto are available from the DAS Web site at the following address:

http://www.ohio.gov/procure

Affected Contractor(s):

67920
Vocalink, Inc.
405 W. 1st Street
Dayton, OH 45402
jillm@vocalink.net

OhioDAS

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Eff. Date: 07/01/17
Page No.: 1

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: TRANSLATION SERVICES

CONTRACT No.: CSP901416

EFFECTIVE DATES: 07/01/15 to 06/30/17
* Renewal through 06/30/18

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP901416 that opened May 15, 2015. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated, or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all State Agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

This Requirements Contract and any Amendments thereto are available from the DAS website at the following address:

http://www.ohio.gov/procure

Minority Business Enterprise Award in accordance with ORC CH. 125.081

* Indicates renewal by mutual agreement for an additional twelve (12) months, effective 07/01/17 through 06/30/18.

Index No.: GDC024
Eff. Date: 07/01/17
*Page 4

CSP901416
Translation and Interpretation Services
UNSPSC CATEGORY CODE: 82110000

COST SUMMARY

OAKS Item Number	Description	Unit of Measure	Unit Cost
27642	Telephone interpretation – Core Languages	Per Minute	$ 0.99
27643	Telephone interpretation – Non-Core Languages	Per Minute	$ 0.99
27644	Video conferencing interpretation – Core Languages	Per Minute	$ 1.65
27645	Video conferencing interpretation – Non-Core Languages	Per Minute	$ 1.85
*27646	Video conferencing interpretation – ASL	Agency to procure needs in accordance with ORC 125.05	
27647	On-site interpretation – Core Languages	Per Hour	$ 54.00
27648	On-site interpretation – Non-Core Languages	Per Hour	$ 56.00
*27649	On-site interpretation – ASL	Agency to procure needs in accordance with ORC 125.05	
*32289	Document translation 380 words or more – Core Languages	Per Word	$ 0.233
*32290	Document translation less than 380 – Core Languages	Per Language	$ 89.00
*32291	Document translation 344 words or more – Non-Core Languages	Per Word	$ 0.258
*32292	Document translation less than 344 words – Non-Core Languages	Per Language	$ 89.00
*32293	Document translation revisions 735 words or more – Core Languages	Per Word	$ 0.121
*32294	Document translation revisions less than 735 words – Core Languages	Per Language	$ 89.00
*32296	Document translation revisions 695 words or more – Non-Core Languages	Per Word	$ 0.128

* Indicates renewal with the exception of OAKS Item Numbers 27646 and 27649; removal of OAKS Item Numbers 27650, 27651, 27652, 27653; and addition of OAKS Item Numbers 32289-32294 and 32296.

COST SUMMARY, CONT'D.

OAKS Item Number	Description	Unit of Measure	Unit Cost
*32297	Document translation revisions less than 695 words – Non-Core Languages	Per Language	$ 89.00
*32298	Document translation Rush Service 321 words or more – Core Languages	Per Word	$ 0.277
*32299	Document translation Rush Service less than 321 words – Core Languages	Per Language	$ 89.00
*32300	Document translation Rush Service 297 words or more – Non-Core Languages	Per Word	$ 0.299
*32301	Document translation Rush Service less than 297 words – Non-Core Languages	Per Language	$ 89.00
27656	Document Formatting	Per Hour	$ 55.00
27657	Transcription – Core Languages	Per Word	$ 0.055
27658	Transcription – Non-Core Languages	Per Word	$ 0.065
27659	Desktop Publishing translation – Core Languages	Per Hour	$ 65.00
27660	Desktop Publishing translation – Non-Core Languages	Per Hour	$ 65.00
*32302	Website/webpage translation 361 words or more – Core Languages	Per Word	$ 0.246
*32303	Website/webpage translation less than 361 words – Core Languages	Per Language	$ 89.00
*32304	Website/webpage translation 330 words or more – Non-Core Languages	Per Word	$ 0.269
*32305	Website/webpage translation less than 330 words – Non-Core Languages	Per Language	$ 89.00

* Indicates removal of OAKS Item Numbers 27654, 27655, 27661, and 27662; and addition of OAKS Item Numbers 32297-32305, and repagination.

On-Site Interpretation Terms:
One hour minimum.
Invoiced in 30 minute increments after the first hour.
Cancellation with less than 24 hours' notice shall be billed for one hour.
There will be a one hour charge for a no-show fee.
There is no additional mileage or parking fees.
Available 24 hours per day, 7days per week, 365 days per year.

Telephonic Interpretation Terms:
No minimum.
Invoiced in one (1) minute increments.
Available 24 hours per day, 7days per week, 365 days per year.

Video Conferencing Interpretation Terms:
No minimum.
Invoiced in one (1) minute increments.

Document Translation Terms:
20 or fewer page shall be complete within 5 business days.
For over 20 pages, 5 business days are allowed for 20 pages plus 1 additional business day for each additional 10 pages.
Rush service shall be completed within (1) one business day of receipt for ten (10) or fewer pages. One (1) additional day shall be allowed for each additional ten (10) pages.
* Minimum charge for Document Translation is $89.00.

Desktop Publishing Terms:
Cost for desktop publishing services shall include cost of proof.
Translation costs shall be billed at cost per word.

* Indicates addition of minimum charge for Document Translation, effective 07/01/17.
** Indicates repagination.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

BUY OHIO

Minority Business Enterprise (MBE)
67920
Vocalink, Inc.
405 W. 1st Street
Dayton, OH 45402

BID CONTRACT NO.: CSP901416-1

TERMS: Net 30

CONTRACTOR'S CONTACT:

Jill Mead
Vocalink, Inc.
405 W. 1st Street
Dayton, OH 45402

Telephone: 937-401-1475
E-Mail: jillm@vocalink.net

* Indicates repagination.

SUMMARY OF AMENDMENTS

Amendment Number	Effective Date	Description
2	07/01/17	This amendment is issued to renew this contract an additional twelve (12) months from 07/01/17 to 06/30/18. Additionally, OAKS Item Numbers: 27646 – Video conferencing interpretation – ASL; and 27649 – On-site interpretation – ASL will be removed from this contract. Thereafter, agencies shall procure their needs for these services in accordance with Ohio Revised Code Section 125.05. This amendment also removes OAKS Item Numbers 27650, 27651, 27652, 27653, 27654, 27655, 27661, and 27662; and adds OAKS Item Numbers 32289-32294, 32296-32301 and 32302-32305. Additionally, pursuant to Ohio Revised Code 9.76(B) Contractor warrants that Contractor is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the contract period.
1	10/21/16	To add a minimum charge for Document Translation services and the Summary of Amendments.

Index No.: GDC024
Eff. Date: 07/01/15
Page No.: 1

OhioDAS

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: TRANSLATION AND INTERPRETATION SERVICES

CONTRACT NUMBER: CSP901416 EFFECTIVE DATES: 07/01/15 TO 06/30/17

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP901416 that opened on May 15, 2015. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated, or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to all State Agencies, State institutions of higher education and properly registered members of the Cooperative Purchasing Program of the Department of Administrative Services as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

www.ohio.gov/procure

Minority Business Enterprise Award in accordance with ORC CH. 125.081

MUTUALLY AGREED-UPON CLARIFICATIONS

1. American Sign Language (ASL) Interpreters. Contractor will staff additional ASL interpreters as needed. The RFP indicates that ASL interpreters will be needed for approximately 40 minutes per week (Video) and 29 hours per week (On-site). Contractor's ASL interpreter resource capacity currently far exceeds the required volume.

2. Conference Calling. For conference call interpreting, Contractor shall supply the State of Ohio with a single, toll- free conference call number. Any number of participants may join the conference call (up to five at no additional cost). The interpreter for a conference call will need to be prescheduled (though the scheduling can occur as little as 5 minutes prior to the start of the conference call). The scheduling can be done online through the Tracker system or by calling Contractor's Dispatch Center. If scheduled through Tracker, the representative will need to note that it is a conference call in the Comments section. The conference call interpreter will be provided with the conference call number (and any unique access code, if required) and will conference in with the remainder of the conference call participants.

3. Written Documents Turn-Around Time. Contractor confirms that it will meet or exceed the translation turn-around times stated in the RFP.

4. Telephonic Interpretation Access Codes. The two-day time period stated in Contractor's Proposal applies only to the initial set up of anticipated large users of the service at the onset of the contract. Additional user requests are processed within 1 business day. For immediate access needs, new users will be issued a temporary code through Contractor's Interpreting Dispatch Center, which will then be converted to the new user code after the interpreting encounter. Issuing a temporary code takes less than 5 minutes.

5. Setting up New Accounts/Users on Contractor's Online Systems.
   A. Vu Translation Management System: Requests for new account or new user set up within the Vu system will typically be addressed within one (1) business hour, but in no circumstance more than four (4) business hours. The actual set up process takes only minutes. New users will be offered both live and on-demand video training upon account set up. This training takes approximately 30 minutes.

   B. Tracker Interpreting Management System: Requests for new account or new user set up within the Tracker system will typically be addressed within one (1) business day. The actual set up process takes only minutes. Urgent requests can be expedited by Contractor's Interpreting Dispatch Center. Urgent requests can be processed in under 10 minutes.

6. Connect Time for Telephonic Interpretation. The current average connect time is 22 seconds, which includes both core and non-core languages. For Spanish, the average connect time is only 15 seconds. The average connect times are recalculated frequently, and thus the "less than 30 seconds" language is included in our proposal. Both Contractor and its over-the-phone interpreting subcontractor continually strive to minimize connect times for all languages.

7. Family Educational Rights and Privacy Act (FERPA) Language. Contractor will require a FERPA addendum to all existing interpreter/translator agreements and will add the necessary language to its template agreement for all newly hired interpreters/translators.

8. Telephonic Interpretation to Spanish. Contractor shall not utilize direct-connect on these calls as data on all calls is to be collected.

9. Technical Support for Online Services.
   A. Vu Translation Management System. The Vu system includes a password reset option. This system will send the user an e-mail with password reset instructions. Additionally, technical support requests may be sent to OhioSupport@vocalink.net (this account will be activated on the contract effective date). The State of Ohio Project Manager, as well as the Translation Project Manager, will monitor this account and will be available to perform password resets and address other difficulties logging in or navigating the Vu system. In the event of further technical difficulties, Contractor's anticipated response time is between two (2) and four (4) business hours.

   B. Tracker Interpreting Management System. Numerous administrative employees of the Contractor have administrative access to the Tracker system to perform password resets and assist with technical difficulties, such as inability to log-in. Password re-set and other technical issues should be addressed via e-mail to OhioSupport@vocalink.net. The State of Ohio Project Manager, along with the dedicated Interpreting Client Relations Manager will monitor this account to ensure timely handling of all technical difficulties. In the unlikely event of more serious technical difficulties, Contractor's team will escalate the matter to the software developer to solve the problem. Those few issues that have arisen have been addressed within one (1) business day. During the time when such issues are being resolved, the user has access to the Contractor's Interpreting Dispatch Team to ensure continued processing of interpreter scheduling, appointment rescheduling and cancellation, and all other functions that would normally be addressed electronically.

CORE LANGUAGES AND NON-CORE LANGUAGES AND DIALECTS

Core Language

American Sign Language (ASL)	Burmese	Farsi	Hindi	Kurmanji	Mirpuri	**Serbian**	Urdu
Acholi	Cambodian	Fijian Hindi	Hmong	Lakota	Mixteco	Shanghai-nese	**Vietnamese**
Afrikaans	Cantonese	Finnish	Hungarian	Laotian	Moldovian	Slovak	Welsh
Akan	Catalan	Flemish	Ibanag	Latvian	Mongolian	Tongan	Wolof
Albanian	Chaldean	**French**	Ibo	Lingala	Navajo	**Somali**	Yiddish
Amharic	Chaochow	French Canadian	Icelandic	Lithuanian	Neapolitan	**Spanish (Latin)**	Yoruba
Arabic	Chamorro	Fukiese	Igbo	Luganda	**Nepali**	**Spanish (Spain)**	Yupik
Armenian	Chavacano	Fula	Ilocano	Lusoga	Nigerian Pidgin English	Sudanese Arabic	
Assyrian	Cherokee	**Fulani**	Indonesian	Maay Maay	Slovenian	**Swahili**	
Austrian German	Chinese (Simplified)	Fuzhou	Italian	Macedonian	Nuer	Swedish	
Azerbaijani	Chinese (Traditional)	Gaddang	Jakaratenese	Malagasy	Oromo	Szechuan	
Azeri	Chuukese	Gaelic	Japanese	Malay	Pahari	Tagalog	
Bajuni	Croatian	Georgian	Javanese	Malayalam	Pashto	Telugu	
Bambara	Czech	German	Karen	Norwegian	Persian	Thai	
Basque	Dakota	Gorani	Kashmiri	Maltese	Pidgin English	Tibetan	
Behdini	Danish	Greek	Khmer Cambodian	**Mandarin**	Polish	Tigre	
Belorussian	Dari	Gujarati	Kinyarwanda	Mandingo	Portuguese	Tigrinya	
Bengali	Dinka	Haitian Creole	Kirundi	Mandinka	Portuguese Creole	Toishanese	
Berber	Dutch	Hakka	Korean	Mankon	Punjabi	Tshiluba	
Bosnian	Estonian	Hakka-China	Kosovan	Marathi	Romanian	Turkish	
Bravanese	Ethiopian	Hausa	Krio	Mien	**Russian**	Twi	
Bulgarian	Ewe	Hebrew	Kurdish	Mina	Samoan	Ukrainian	

Other languages and/or dialects may be available. Check with Contractor for availability.

Attachment: 20180330102130044 (Ordinance Authorizing Contract for Translation Services and Declaring and Emergency)

Index No.: GDC024
Eff. Date: 07/01/15
Page No.: 4

CSP901416
Translation and Interpretation Services
UNSPSC CATEGORY CODE: 82110000

Description	Unit of Measure	Evaluation Quantity	Unit Cost	Extended Cost
Telephone interpretation – Core Languages OAKS Item Number: 27642	Per Minute	89,400	$ 0.99	$ 88,506.00
Telephone interpretation – Non-Core Languages OAKS Item Number: 27643	Per Minute	11,775	$ 0.99	$ 11,657.25
Video conferencing interpretation – Core Languages NEW SERVICE OAKS Item Number: 27644	Per Minute	10,000	$ 1.65	$ 16,500.00
Video conferencing interpretation – Non-Core Languages NEW SERVICE OAKS Item Number: 27645	Per Minute	1,000	$ 1.85	$ 1,850.00
Video conferencing interpretation – ASL NEW SERVICE OAKS Item Number: 27646	Per Minute	2,000	$ 2.20	$ 4,400.00
On-site interpretation – Core Languages OAKS Item Number: 27647	Per Hour	100	$ 54.00	$ 5,400.00
On-site interpretation – Non-Core Languages (except ASL) OAKS Item Number: 27648	Per Hour	50	$ 56.00	$ 2,800.00
On-site interpretation – ASL OAKS Item Number: 27649	Per Hour	1,500	$ 65.00	$ 97,500.00
Document translation – Core Languages OAKS Item Number: 27650	Per Word	1,262,600	$ 0.233	$ 294,185.80
Document translation – Non-Core Languages OAKS Item Number: 27651	Per Word	2,525,320	$ 0.258	$ 651,532.56
Document translation revisions – Core Languages OAKS Item Number: 27652	Per Word	6,000	$ 0.121	$ 726.00
Document translation revisions – Non-Core Languages OAKS Item Number: 27653	Per Word	12,000	$ 0.128	$ 1,536.00
Document translation Rush Service – Core Languages OAKS Item Number: 27654	Per Word	10,000	$ 0.277	$ 2,770.00
Document translation Rush Service – Non-Core Languages OAKS Item Number: 27655	Per Word	25,000	$ 0.299	$ 7,475.00
Document Formatting OAKS Item Number: 27656	Per Hour	100	$ 55.00	$ 5,500.00
Transcription – Core Languages NEW SERVICE OAKS Item Number: 27657	Per Word	50,000	$ 0.055	$ 2,750.00
Transcription – Non-Core Languages NEW SERVICE OAKS Item Number: 27658	Per Word	10,000	$ 0.065	$ 650.00
Desktop Publishing translation – Core Languages NEW SERVICE OAKS Item Number: 27659	Per Hour	100	$ 65.00	$ 6,500.00

Description	Unit of Measure	Evaluation Quantity	Unit Cost	Extended Cost
Desktop Publishing translation – Non-Core Languages NEW SERVICE OAKS Item Number: 27660	Per Hour	50	$ 65.00	$ 3,250.00
Website/webpage translation – Core Languages NEW SERVICE OAKS Item Number: 27661	Per Word	6,000	$ 0.246	$ 1,476.00
Website/webpage translation – Non-Core Languages NEW SERVICE OAKS Item Number: 27662	Per Word	12,000	$ 0.269	$ 3,228.00
			Annual Total	$ 1,210,192.61

<u>On-Site Interpretation Terms:</u>
One hour minimum.
Invoiced in 30 minute increments after the first hour.
Cancellation with less than 24 hours' notice shall be billed for one hour.
There will be a one hour charge for a no-show fee.
There is no additional mileage or parking fees.
Available 24 hours per day, 7days per week, 365 days per year.

<u>Telephonic Interpretation Terms:</u>
No minimum.
Invoiced in one (1) minute increments.
Available 24 hours per day, 7days per week, 365 days per year.

<u>Video Conferencing Interpretation Terms:</u>
No minimum.
Invoiced in one (1) minute increments.

<u>Document Translation Terms:</u>
20 or fewer page shall be complete within 5 business days.
For over 20 pages, 5 business days are allowed for 20 pages plus 1 additional business day for each additional 10 pages.
Rush service shall be completed within (1) one business day of receipt for ten (10) or fewer pages. One (1) additional day shall be allowed for each additional ten (10) pages.

<u>Desktop Publishing Terms:</u>
Cost for desktop publishing services shall include cost of proof.
Translation costs shall be billed at cost per word.

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

BID CONTRACT NO.: CSP901416-1

67920
Vocalink, Inc.
405 W. 1st Street
Dayton, OH 45402

TERMS: Net 30

CONTRACTOR'S CONTACT:

Jill Mead
Vocalink, Inc.
405 W. 1st Street
Dayton, OH 45402

Telephone: 937-401-1475
E-Mail: jillm@vocalink.net

Vocalink Global | Be Heard. Be Understood.

405 West First Street, Unit A
Dayton, OH 45402
Phone: 937.223.1415
on-line: http://www.vocalinkglobal.com

;

ASSIGNMENT #343047 TIME SHEET

DESCRIPTION			
PROJECT NUMBER	LANGUAGES	DATE AND TIME	TARGET AUDIENCE
343047	English Spanish Legal 1	March 29, 2018 at 9:00 am Estimated end time is 10:00 am	City of Fairborn :: Fairborn Municipal Court
DESCRIPTION			
Consumer Name: Victor Moreno Rodriguez Arraignment Traffic offense Judge Cappelli Courtroom 1			
LOCATION / DEPARTMENT			
1148 Kauffman Ave, Fairborn, OH 45324 /			

TO BE COMPLETED BY INTERPRETER	
ACTUAL START TIME	ACTUAL END TIME

ADDITIONAL COMMENTS

I, Assist Translations Services do hereby certify that I have performed interpreting between English and Spanish Legal 1 languages for the party(s) indicated above, and that to the best of my knowledge my interpretations were accurate, impartial and complete.

Assist Translations Services *(signature)* ______________________ DATE ______________________

TO BE COMPLETED BY THE AUTHORIZED REPRESENTATIVE OF CITY OF FAIRBORN :: FAIRBORN MUNICIPAL COURT

The interpreter performed his/her duties during the date, time and for the parties indicated above.

ADDITIONAL COMMENTS

Date ______________________ Print name ______________________ Signature ______________________

CORE LANGUAGES AND NON-CORE LANGUAGES AND DIALECTS

Core Languages In BOLD

American Sign Language (ASL)	Burmese	Farsi	Hindi	Kurmanji	Mirpuri	**Serbian**	Urdu
Acholi	Cambodian	Fijian Hindi	Hmong	Lakota	Mixteco	Shanghai-nese	**Vietnamese**
Afrikaans	Cantonese	Finnish	Hungarian	Laotian	Moldovian	Slovak	Welsh
Akan	Catalan	Flemish	Ibanag	Latvian	Mongolian	Tongan	Wolof
Albanian	Chaldean	**French**	Ibo	Lingala	Navajo	**Somali**	Yiddish
Amharic	Chaochow	French Canadian	Icelandic	Lithuanian	Neapolitan	**Spanish (Latin)**	Yoruba
Arabic	Chamorro	Fukiese	Igbo	Luganda	**Nepali**	**Spanish (Spain)**	Yupik
Armenian	Chavacano	Fula	Ilocano	Lusoga	Nigerian Pidgin English	Sudanese Arabic	
Assyrian	Cherokee	**Fulani**	Indonesian	Maay Maay	Slovenian	**Swahili**	
Austrian German	Chinese (Simplified)	Fuzhou	Italian	Macedonian	Nuer	Swedish	
Azerbaijani	Chinese (Traditional)	Gaddang	Jakaratenese	Malagasy	Oromo	Szechuan	
Azeri	Chuukese	Gaelic	Japanese	Malay	Pahari	Tagalog	
Bajuni	Croatian	Georgian	Javanese	Malayalam	Pashto	Telugu	
Bambara	Czech	German	Karen	Norwegian	Persian	Thai	
Basque	Dakota	Gorani	Kashmiri	Maltese	Pidgin English	Tibetan	
Behdini	Danish	Greek	Khmer Cambodian	**Mandarin**	Polish	Tigre	
Belorussian	Dari	Gujarati	Kinyarwanda	Mandingo	Portuguese	Tigrinya	
Bengali	Dinka	Haitian Creole	Kirundi	Mandinka	Portuguese Creole	Toishanese	
Berber	Dutch	Hakka	Korean	Mankon	Punjabi	Tshiluba	
Bosnian	Estonian	Hakka-China	Kosovan	Marathi	Romanian	Turkish	
Bravanese	Ethiopian	Hausa	Krio	Mien	**Russian**	Twi	
Bulgarian	Ewe	Hebrew	Kurdish	Mina	Samoan	Ukrainian	

Other languages and/or dialects may be available. Check with Contractor for availability.

Vocalink language services

Client Information ☐New ☐Update ____________ *(MM/DD/YYYY)*

Date:	**Services Requested:** ☐ Translation ☐ Over-the-Phone Interpreting ☐ Video Remote Interpreting ☐ On-Site Interpreting ☐ Transcription ☐ Other

Agency:			**Primary Contact Name:**
Address 1:			**Title:**
Address 2:			**Phone:**
City:	**State:**	**ZIP Code:**	**Fax:**
Country:			**Contact Email:**
Type of Business/Division:			**Website:**

Does your business require Purchase Orders? ☐ **No** ☐**Yes (If Yes, please attach a copy of your PO Form)**

Accounts Payable

A/P Information required prior to the start of any services Invoice terms are Net 30 unless otherwise provided by contract

Primary Name and Title:			**Secondary Name and Title:**		
Address (if different from above):			**Address (if different from above):**		
City:	**State:**	**ZIP:**	**City:**	**State:**	**ZIP:**
Contact Email:			**Contact Email:**		
TAX ID#:					

In the unlikely event of a billing dispute that cannot be resolved through ordinary channels, please provide the name, phone number and e-mail address for at least one person within your business authorized to resolve such disputes, including authorization to spend (unless already listed, above.
Senior Executive Contact Info:

Telephone:	**Email:**

Vocalink, Inc., considers the Client above to be its end-user client for purposes of billing and collections. Vocalink recognizes that some Clients request Vocalink services on behalf of the Client's customer. Unless otherwise stated in writing, Vocalink's payment terms should not be construed as "will pay when paid." Vocalink will not defer its invoicing and/or collection efforts based on Client's billing and/or collection issues with its customer.

********** **PLEASE EMAIL COMPLETED FORM TO SUPPORTOHIO@VOCALINK.NET** *********

Internal Use ONLY

Date Added to System	Completed By	Dept.
		ACCT
		INT
		TRN

Vocalink Language Services
405 W. First Street, Unit A
Dayton, OH 45402

877.492.7754
www.vocalink.net

State of Ohio
Procurement

GOVERNING 2016 STATE PROCUREMENT RANKINGS
State of Ohio #5 RANK

Current Contract Detail

Contract Title

Translation and Interpretation Services

General Information

Contract Type: Request for Proposal

Contract Status: Awarded

Commodity Category: Administrative, Financial, Managerial, Courier, Insurance & Temp Svcs

Contract Number: CSP901416

Index Number: GDC024

Supplier: Vocalink Language Services (MBE)

Supplier OAKS Contract ID: CSP901416-1

Comments/Memo: Contract Analyst: Erica Mavis erica.mavis@das.ohio.gc

Effective Date: 7/1/2015

Expiration Date: 6/30/2018

Associated PDF Files

Amendment/Addenda: ... Select to view

Original Contract: View ORIGINAL CONTRACT

Revised Contract: View REVISED

Procurement Programs

Minority Business Enterprise: Yes

Open to Co-op: Yes

OMP Contract: No

CONTRACT

Get Adobe Acrobat Reader

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iSpeak Card

☐ American Sign Language
I am deaf. Point here if American Sign Language is preferred for information.

☐ Ahiska
Ben Ahiska türkçesi konuşuyorum. Burada işaret edın,eger tercıh etdıyınız dil Ahıska türkçesi

☐ Albanian
Unë flas shqip. Tregoni këtu nëse gjuha shqipe është gjuha juaj e preferuar.

☐ Arabic
أنا أتكلم العربية. الرجاء الإشارة هنا إن كنت تفضل اللغة العربية.

☐ Armenian
Ես խոսում եմ Հայերեն: Նշեք այստեղ, եթե Հայերենը Ձեր նախընտրելի լեզուն է:

☐ Bengali
আমি বাংলা ভাষা বলি। বাংলা যদি আপনার পছন্দের ভাষা তবে এখানে নির্দেশ করুন।

☐ Burmese
ကျွန်တော် မြန်မာလို ပြောနိုင်ပါတယ်။ သင်သည် မြန်မာဘာသာစကားကို ရွေးချယ်လိုလျှင် ဒီနေရာမှာ ညွှန်ပြပါ။

☐ Cambodian
ខ្ញុំនិយាយភាសាខ្មែរ។ សូមចុចនៅទីនេះ បើភាសាខ្មែរ ជាភាសាដែលអ្នកត្រូវការ។

☐ Chinese
我讲汉语。如果汉语是您的首选语言，请指向此处。

☐ Croatian (Serbo-Croatian)
Ja govorim srpsko-hrvatski. Pokažite ovdje ako želite da govorite srpsko-hrvatski.

☐ English
I speak English. Point here if English is your preferred language.

☐ Farsi
من فارسی صحبت می کنم. اگر فارسی زبان دلخواه شما است به این قسمت اشاره کنید.

☐ Filipino
Nagsasalita ako ng Filipino. Tumuro dito kung Filipino ang mas gusto mong wika.

☐ French
Je parle français. Si vous souhaitez choisir le français comme langue, placez votre doigt ici.

☐ German
Ich spreche Deutsch. Zeigen Sie bitte hierauf, wenn Deutsch Ihre bevorzugte Sprache ist.

☐ Hebrew
אני מדבר עברית. הצבע לכאן אם עברית היא השפה המועדפת עליך למידע רפואי.אני מדבר עברית. הצבע לכאן אם עברית היא השפה המועדפת עליך.

☐ Hindi
मैं हिंदी बोलता हूं। यदि आपकी पसंदीदा भाषा हिंदी है तो यहां निर्दिष्ट करें।

☐ Hmong
Kuv hais lus Hmoob. Taw tes ntawm no yog lus Hmoob yog hom lis koj nyiam.

☐ Hungarian
Magyarul beszélek. Mutasson ide, ha az Ön által preferált nyelv a magyar.

☐ Italian
La mia lingua è l'italiano. Punta il dito qui se l'italiano è la tua lingua preferita

To schedule On-Site Interpreting, Over-the-Phone, Video Remote interpreting, or Document Translation call 877.492.7754 or visit us at vocalinkglobal.com

Vocalink Global | Be Heard. Be Understood

iSpeak Card

☐ Japanese
日本語がわかります。日本語を希望される場合はここを指さしてください。

☐ Kinyarwanda
Mvuga Ikinyarwanda. Tunga urutoki hano niba Ikinyarwanda ari rwo rurimi uhisemo.

☐ Korean
저는 한국어를 할 수 있습니다. 한국어로 의사소통을 원하시면 여기를 가리켜주세요.

☐ Nepali
म नेपाली बोल्छु। आफ्नो रुचि को भाषा नेपाली हो भनेर यहाँ निर्दिष्ट गर्नु।

☐ Polish
Mówię po polsku. Wskaż na ten znak, jeśli wolisz rozmawiać po polsku.

☐ Portuguese
Eu falo português. Aponte aqui caso português seja sua língua preferida.

☐ Romanian
Vorbesc limba română. Indicați aici dacă romȃna este limba dvs. preferată.

☐ Russian
Я говорю на русском. Укажите сюда, чтобы получать информацию на русском языке.

☐ Serbian
Ja govorim srpski. Pokažite ovde ako želite da govorite srpski.

☐ Slovak
Hovorím po slovensky. Ak uprednostňujete slovenčinu, ukážte sem.

☐ Somali
Waxaan ku hadlaa Soomaali. Halkan calaamadi haddii luuqadda Soomaaligu ay tahay taad doorbiddo.'

☐ Spanish
Hablo español. Señale aquí si el español es el idioma que desea.

☐ Swahili
Ninazungumza Kiswahili. Onyesha kwa kidole hapa ikiwa Kiswahili ndio lugha yako unayoipendelea.

☐ Thai
ฉันสามารถพูดภาษาไทยได้
โปรดสัมผัสที่นี่หากคุณต้องการใช้ภาษาไทย.

☐ Turkish
Türkçe konuşuyorum. Medikal bilgiler için tercih ettiğiniz dil Türkçe ise burayı gösterin.

☐ Ukrainian
Я розмовляю українською. Укажіть тут, якщо Ви надаєте перевагу українській мові.

☐ Urdu
میں اردو بولتا/ بولتی ہوں۔ اگر اردو آپ کی ترجیحی زبان ہے
تو اپنی انگلی یہاں رکھیں۔

☐ Vietnamese
Tôi nói tiếng Việt. Hãy chỉ vào đây nếu tiếng Việt là ngôn ngữ ưa thích của bạn.

To schedule on-site interpreting, over-the-phone interpreting, video remote interpreting, or docume translation, please call 877.492.7754 or visit us at vocalinkglobal.com

Certified Service Provider Details

Company Name: Vocalink, Inc.

Certification Expiration Date:11/20/2019

Address:405 W. 1st St., Unit A

City: Dayton

State:OH

Zip Code:45402

County: Montgomery

Region:4 - Southwest Central

Phone:937-223-1415

Fax:866-264-1163

Email:ameliar@vocalink.net (mailto:ameliar@vocalink.net)

Nature of Business: Language service provider, holding Requirements Contract No. CSP901416. Through this contract: provides language services to all State of Ohio Agencies, State institutions of higher education, as well as members of the Cooperative Purchasing Program; provides document and website translation services in 157 languages; can translate documents in virtually any format, from basic text to presentations that include detailed graphics, and provide any needed desktop publishing; translation team also provides foreign language transcription services (with or without subsequent translation), for such things as recorded phone calls and witness statements; services also include foreign language interpreting in 162 languages as well as American Sign Language services for the deaf and hard-of-hearing, in three formats: (1) Over-the-Phone Interpreting, which uses a toll-free phone system to provide on-demand telephone interpreting services, whether one-on-one or for a conference calls, (2) Video Remote Interpreting, which uses a web-cam enabled computer, tablet or smart phone to provide on-demand interpreting services over a secure, online system, and (3) On-Site Interpreting, which provides pre-scheduled in-person interpreting service, whether at a conference or training session or for one-on-one service to Limited English Proficient, deaf or hard-of-hearing constituents. -- The following is the list of languages company supports under Contract No. CSP901416: Core Languages: American Sign Language, Arabic, Bengali, French, Fulani, Mandarin, Nepali, Russian, Serbian, Somali, Spanish, Swahili, Vietnamese. - Non-core Languages: Acholi, Afrikaans, Akan, Albanian, Amharic, Armenian, Assyrian, Austrian, German, Azerbaijani, Azeri, Bajuni, Bambara, Basque, Behdini, Belorussian, Berber, Bosnian, Bravanese, Bulgarian, Burmese, Cambodian, Cantonese, Catalan, Chaldean, Chamorro, Chaochow, Chavacano, Cherokee, Chinese (Simplified), Chinese (Traditional), Chuukese, Croatian, Czech, Dakot, Danish, Dari, Dinka, Dutch, Estonian, Ethiopian, Ewe, Farsi, Fijian, Hindi, Finnish, Flemish, French, Canadian, Fukiese, Fula, Fuzhou, Gaddang, Gaelic, Georgian, German, Gorani, Greek, Gujarati, Haitian, Creole, Hakka, Hakka-China, Hausa, Hebrew, Hindi, Hmong, Hungarian, IbanagIbo, Icelandic, IgboIlocano, Indonesian, Italian, Jakaratenese, Japanese, Javanese, Karen, Kashmiri, Khmer, Cambodian, Kinyarwanda, Kirundi, Korean, Kosovan, Krio, Kurdish, Kurmanji, Lakota, Laotian, Latvian, Lingala, Lithuanian, Luganda, Lusoga, Maay, Maay, Macedonian, Malagasy, Malay, Malayalam, Maltese, Mandingo, Mandinka, Mankon, Marathi, Mien, Mina, Mirpuri, Mixteco, Moldovian, Mongolian, Navajo, Neapolitan, Nigerian Pidgin English, Norwegian, Nuer, Oromo, Pahari, Pashto, Persian, Pidgin English,

Language Line Services, Inc.

NORTH AMERICAN MASTER SERVICES AGREEMENT WITH

{CITY OF REYNOLDSBURG}

Language Line Services, Inc. (the "Company") and you, the Customer ("Customer" or "you"), agree that the terms and conditions shown below and in all attachments and addenda hereto will apply to the services provided by the Company to you under this Agreement.

TERMS OF SERVICE

1. **<u>TERM OF AGREEMENT</u>.** This Agreement is a Master Services Agreement for all of the services currently offered by the Company (the "Services"). The terms and conditions for each of the Services are set out in the respective attachments to this Agreement as identified below in subsections 1.a. through 1.f. (the "Services Attachments"). Please indicate with your initials in the boxes provided those Services you currently are interested in receiving. Additional Services can be added in the future by incorporating an amendment to this Agreement.

- ☒ a. for Over-the-Phone (OPI) Services, **Attachment A1 Interpreter Services Usage Charges & Schedule of Fees,**
- ☐ b. for OnSite Services, **Attachment A2, OnSite Interpreter Services Usage Charges & Schedule of Fees**,
- ☐ c. for Translation and Localization Services, **Attachment A3, Translation and Localization Customer Charges**
- ☐ d. for Language Tests, **Attachment A5a, LanguageLine Academy®**, **LLA Testing Fees,** and
- ☐ e. for Testing of Interpreters, **Attachment A5b, LanguageLine Academy®, LLA Testing Fees.**
- ☐ f. for Training of Interpreters, **Attachment A5c, LanguageLine Academy®, LLA Training Fees**.
- ☐ g. for In-Language Services, **Attachment A6 LanguageLine® Direct Response℠ Client Charges**
- ☐ h. for Video Interpreting Services, **Attachment A7, LanguageLine®InSight℠ Video Interpreting Charges**

This Agreement, and the Services you have selected, will become effective upon the signing by both parties of this Agreement and will continue in effect for the Initial Term (the "Initial Term") identified on the respective Services Attachments for each of the Services, unless earlier terminated as set forth in this Agreement. Upon the expiration of the Initial Term, this Agreement will be automatically renewed for successive one-year periods unless either party provides written cancellation notice to the other at least one hundred twenty (120) days prior to the expiration of the then-current Term. As used in this Agreement, each term after the Initial Term is a "Renewal Term" and the Initial Term and the total Renewal Terms are the "Term." Upon receipt of a timely cancellation notice by either party, this Agreement will terminate at the end of the then-current Term.

2. **<u>PAYMENT TERMS</u>.** Usage charges and fees for the respective Services are set out in the respective Services Attachments. Customer agrees to pay all undisputed invoiced charges for Services in full within thirty (30) days of the invoice date. Any disputed charges in an invoice must be identified to the Company within thirty (30) days of invoice issue date or will be waived by Customer. Customer shall not have the right to set-off any disputed amounts. Amounts subject to dispute once resolved either will be credited to Customer on the next invoice (if resolved in favor of Customer) or added to the next invoice (if resolved in favor of the Company) or as otherwise mutually agreed upon. Invoices will be sent to the Customer billing address shown in **Attachment B,** or to such other address as Customer may specify by giving written notice to the Company to the attention of Contracts Administration.

3. **<u>USE OF SERVICES</u>.** Customer warrants that (i) the Services will not be re-sold and (ii) Customer will not use the Services in any manner that may violate any applicable law, rule or regulation. Customer agrees to safeguard its Client Identification Number ("CIN") against use by unauthorized persons. Customer shall be solely and fully responsible for charges resulting from use of its CIN, whether or not such use is authorized by Customer.

4. **CONFIDENTIALITY.** (a) the Company will not disclose any information provided by Customer or Customer's customers/clients, using the Services , including but not limited to personally identifiable information protected under federal and state laws to any person who is not the Company personnel, and will use such information only for purposes specifically contemplated in this Agreement. These obligations do not apply to information which is expressly identified by Customer as not being confidential or is in the public domain. (b) the Company and Customer will not disclose to any person who is not the Company personnel or Customer the terms and conditions of this Agreement or any of the information provided in any invoices or other documents or oral communications between the parties relating to Services. (c) If either party has been requested or is required by discovery request in a litigation, subpoena, civil investigative demand or similar process to disclose any such then that party so compelled may disclose such information without liability after giving reasonable notice to the other party promptly to assert whatever objections the other party desires to prevent such disclosure within such deadlines are required by the governing statutes, rules or regulations.

5. **RELATIONSHIP OF PARTIES.** The parties are independent contractors, and nothing in this Agreement will be deemed to place the parties in the relationship of employer-employee, principal-agent, partners or joint venturers. Each party will be responsible for paying its own payroll taxes, disability insurance payments, unemployment taxes, any employee benefits (if applicable) and other similar taxes, benefits or charges.

6. **LIMITED WARRANTIES AND LIABILITY.** THE COMPANY WILL PERFORM ALL SERVICES COVERED BY THIS AGREEMENT TO CUSTOMER IN A PROFESSIONAL MANNER CONSISTENT WITH INDUSTRY STANDARDS. THE COMPANY MAKES NO OTHER REPRESENTATION, WARRANTY OR GUARANTEE, EXPRESS OR IMPLIED, OF ANY KIND, AND THE COMPANY SPECIFICALLY DISCLAIMS ANY WARRANTY OR CONDITION OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. CUSTOMER ACKNOWLEDGES THAT INTERPRETATIONS, TRANSLATIONS, AND LOCALIZATIONS MAY NOT BE ENTIRELY ACCURATE IN ALL CASES AND THAT EVENTS OUTSIDE OF THE CONTROL OF LANGUAGE LINE MAY RESULT IN UNCOMPLETED OR INTERRUPTED SERVICE. EXCEPT FOR THE PARTIES' OBLIGATIONS UNDER SECTIONS 4 (CONFIDENTIALITY), 7 (INDEMNIFICATION) AND CUSTOMER'S OBLIGATIONS UNDER SECTION 2 (PAYMENT TERMS), AND TO THE EXTENT NOT PROHIBITED BY APPLICABLE LAW EACH PARTY'S AGGREGATE LIABILITY TO THE OTHER FOR CLAIMS RELATING TO THIS AGREEMENT, WHETHER FOR BREACH OR IN TORT AND INCLUDING BUT NOT LIMITED TO NEGLIGENCE, SHALL BE LIMITED TO THE AMOUNT PAID BY CUSTOMER TO THE COMPANY WITHIN THE PREVIOUS 12 MONTHS AND EXCEPT AS IS PROHIBITED BY LAW OR SUBJECT TO A PARTY'S OBLIGATIONS UNDER SECTION 7 (INDEMNIFICATION), NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, PUNITIVE, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGE IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT (INCLUDING LOSS OF BUSINESS, REVENUE, PROFITS, USE, DATA OR OTHER ECONOMIC ADVANTAGE), HOWEVER IT ARISES, WHETHER FOR BREACH OR IN TORT, EVEN IF THAT PARTY HAS BEEN PREVIOUSLY ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. LIABILITY FOR DAMAGES SHALL BE LIMITED AND EXCLUDED, EVEN IF ANY EXCLUSIVE REMEDY PROVIDED FOR IN THIS AGREEMENT FAILS OF ITS ESSENTIAL PURPOSE.

7. **INDEMNIFICATION**. The parties each agree to hold harmless and indemnify the other party and their respective officers, directors, employees, affiliates and agents from and against any claims, causes of action, damages, costs, fees, expenses, settlement or any other form of damage or expense relating to (a) a third party claim for an intellectual property violation or a breach of Section 4 of this Agreement ("Confidentiality"), (b) a claim by an employee, vendor or agent of one party asserted against the other party, or (c) the fraudulent or intentionally wrongful act of any kind by the employee or agent of one party resulting in damages to the other party. The Company maintains extensive insurance coverage for its Services. A copy of the Certificate of Insurance will be supplied to Customer upon request.

8. **CUSTOMER AFFILIATES.** This Agreement will apply to the named Customer. It will not apply to Customer Affiliates" (as defined below), unless such Affiliates are identified by name and location in **Attachment B**. If Customer will be paying for Affiliates' use, the Affiliates will use the Customer Identification Number assigned to Customer and all of the invoices for all Affiliate use of the Services will be sent to and paid for by Customer. If each Affiliate is responsible for paying its own use of Services, the Customer and each authorized Affiliate will be provided separate Client Identification Numbers and each Affiliate will be invoiced separately and will be responsible for payment of its use of the Services. All uses by an Affiliate shall be deemed to be subject to all of the terms and conditions of this Agreement and the word "Customer" shall be deemed to also
refer to each Affiliate. The parties agree that the term "Affiliate" means (1) a company, whether incorporated or not, which owns, directly or indirectly, a majority interest in Customer or (2) a company, subsidiary, or joint venture, whether or not incorporated, in which a 50% or greater interest is owned, either directly or indirectly, by Customer or its parent company.

9. **PUBLICITY.** Customer agrees that the Company may use Customer's name and/or corporate logo on the Company' website and marketing materials and upon the Company's reasonable request will provide a testimonial regarding the Company's services for use in the Company's marketing of its Services.

10. **ASSIGNMENT.** Neither party may assign or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the other party, except that the Company may assign its right to payment to an affiliated company and, either party may assign this Agreement to a successor company without consent, provided that the successor company ratifies and assumes this Agreement in its entirety.

11. **TERMINATION.** A party claiming the other party to be in breach of this Agreement may terminate this Agreement on thirty (30) days' written notice if the party claimed to be in breach does not cure the alleged breach, unless such breach is not curable in thirty (30) days in which case the party claimed to be in breach shall have a commercially reasonable time to cure the breach. Upon termination of this Agreement for any reason, Customer shall pay, within thirty (30) days of invoice, charges for all Services rendered prior to the effective date of termination. Any disputed charges shall be resolved by Customer and the Company within that thirty (30) day period and any adjustment paid or credited within thirty (30) days thereafter.

12. **ACQUISITION OR MERGER OF CUSTOMER.** If Customer is acquired by or merged into another Company customer, or acquires another Company customer, the terms and conditions of this Agreement, including pricing as set out in the applicable Services Attachments, shall remain unaffected.

13. **ADDITIONAL TERMS.** (a) **WAIVER OR DELAY.** Any express waiver or failure to exercise promptly any right under this Agreement will not create a continuing waiver or any expectation of non-enforcement. (b) **SURVIVAL OF OBLIGATIONS.** The obligations of the parties under this Agreement which by their nature should continue beyond the termination or expiration of this Agreement will remain in effect after termination or expiration. (c) **NO THIRD PARTY BENEFICIARIES.** Neither this Agreement nor the provision of Services shall be construed to create any duty or obligation on the part of the Company to any third parties, including, without limitation, any persons participating in or the subject of conversations for which Services are provided, and does not provide any third party with any right, privilege, remedy, claim or cause of action against the Company, its affiliates or their respective successors. (d) **CHOICE OF LAW.** Any action arising out of this Agreement, as well as the validity, construction and interpretation of this Agreement, will be governed by California law relating to contracts made in the State of California and controlling U.S. federal law. No choice of law rules of any jurisdiction will apply. (e) **BINDING EFFECT.** This Agreement shall be binding upon the parties hereto, their successors, or assigns, and upon any and all others acting by or through them, or in privity with them, or under their direction. (f) **CONSTRUCTION**. This Agreement is deemed to have been drafted jointly by the parties. Any uncertainty or ambiguity shall not be construed against either party based on the attribution of drafting by either party. (g) **COUNTERPARTS; HEADINGS.** This Agreement may be executed in counterparts and as so executed shall constitute one agreement, binding on all parties. The Headings have no substantive effect and are used merely for convenience. (h) **FORCE MAJEURE.** A party is not liable under this Agreement for non-performance or delayed or interrupted performance caused by events or conditions beyond that party's control if the party makes reasonable efforts to perform. This provision does not relieve Customer of its obligation to make all payments then owing when due. (i) **NOTICES.** All notices to be given under this Agreement must be in writing and addressed as follows: to the Company at the address shown below and to Customer at the most current address provided to the Company, and sent by first class mail, postage prepaid or by facsimile or by overnight courier, and is effective upon deposit with the post office or the overnight courier (such as FedEx, DHL, etc.) or if sent by facsimile, by the receipt of the facsimile, except that any notice of termination under Paragraph 11 or any notice of cancellation under Section 1 or notice of different or changed address must be sent by overnight courier or by facsimile.

14. **ENTIRE AGREEMENT.** This Agreement and all of its Attachments is the parties' entire agreement relating to its subject matter. It supersedes all prior or contemporaneous oral or written communications, proposals, conditions, representations and warranties and prevails over any conflicting or additional terms of any quote, order, acknowledgment, or other communication between the parties relating to its subject matter during the term of this Agreement. No modification to this Agreement will be binding unless in writing and signed by an authorized representative of each party. If any provision, or part thereof, in this Agreement is held to be invalid, void or illegal, it shall be severed from this Agreement and shall not affect impair, or invalidate any other provision, or part thereof, and it shall be replaced by a provision which comes closest to the severed provision, or part thereof, in language and intent, without being invalid, void, or illegal.

Language Line Services, Inc.

The person signing this Agreement on behalf of Customer certifies that such person has read and understands all of its terms and conditions, and is fully authorized to execute this Agreement on behalf of and bind the Customer to all its terms and conditions. Both parties agree that the delivery of the signed service agreement by facsimile or e-mail, or use of a facsimile signature or other similar electronic reproduction of a signature or electronic signature shall have the same force and effect of execution and delivery as an original signature, and in the absence of an original signature, shall constitute the original signature.

Customer Name: **City of Reynoldsburg**	**Language Line Services, Inc.**
Accepted by (signature):	Accepted by (signature):
Name (type or print):	Name (type or print):
Title (type or print):	Title (type or print):
Date:	Date

Prepared by: Phone Number: Date:

LanguageLine Solutions℠

Attachment B
Client Contact Information

ENTERPRISE CONTRACT: ☐Yes ☒No

INITIAL TERM: **Until Cancelled** CUSTOMER NUMBER: **19715**

CUSTOMER NAME (Parent Company): **State of Ohio**

CLIENT NAME (Affiliate): **City of Reynoldsburg**

Please complete both pages of this Attachment B and send a copy of it, the signed Agreement, a copy of your W-9 and if applicable a copy of your tax exempt certificate to Language Line Services, Inc., Attn: Joe Matthews, 1 Lower Ragsdale Drive Building 2, Monterey, CA 93940 or via email to jmatthews@languageline.com.

OPERATIONS CONTACT

Name w/ Salutation: Title:

Telephone**:** Fax:

E-Mail**:**

Address:

City. State. Zip/Postal Code**:**

BILLING CONTACT ☐ Same as operations contact

Name w/ Salutation: Title:

Telephone: Fax:

E-Mail**:**

Address:

City. State. Zip/Postal Code:

TRAINING CONTACT (if applicable) ☐Same as billing contact ☐Same as operations contact

Name w/ Salutation: Title:

Telephone: Fax:

E-Mail:

Address**:**

City. State. Zip/Postal Code:

Attachment B
Client Contact Information

The number of employees who will be trained to use the interpreter service (estimated):

Standard Industry Classification (SIC Code), if known

Tax Exempt: ☐ No ☐ Yes. **If yes, please include a copy of tax exempt letter or certificate with application.**

If applicable please include a copy of your Purchase Order and/or provide PO #:

Your prompt return of this form and the signed Service Agreement (if applicable) will ensure a speedy activation of your account

The person signing this agreement certifies that such person has read and acknowledged all terms and conditions, that he or she has read and understands all of the terms and conditions, and is fully authorized to execute this Agreement on behalf of and bind the Customer to all its terms and conditions. Both parties agree the delivery of the signed service agreement by facsimile or e-mail shall have the same force and effect of execution and delivery as the original signature.

SIGNATURES

City of Reynoldsburg	**Language Line Services, Inc.**
Accepted by (signature):	Accepted by (signature):
Name (type or print:	Name: Bonaventura A. Cavaliere
Title (type or print:	Title: Chief Financial Officer
Date:	Date:
	Prepared by: Phone/Fax

LanguageLine Solutions℠

Interpretation Attachment A1

CUSTOMER NAME: (Parent Company): State of Ohio — CUSTOMER #19715

CLIENT (affiliate) NAME: City of Reynoldsburg — TERM: **Until Cancelled**

ENROLLMENT & SETUP PACKAGES:
One time set up charge for each client identification number,
which includes a detailed monthly electronic statement...($~~275~~ Waived) $0
Each subsequent client identification number with corresponding statement ....($~~125~~ Waived) $0

MONTHLY FEE:

- Monthly minimum applied against usage per client identification number .... waived $~~100~~
- Custom 800 line maintenance .... waived $~~100~~
- Custom greeting maintenance .... waived $~~10~~

PER MINUTE USAGE CHARGES/RATES:

Language	**0-25,000 Monthly Minutes**	**25,001 – 40,000 Monthly Minutes**	**40,001 – 60,000 Monthly Minutes**	**60,001 – 80,000 Monthly Minutes**	**81,001 + Monthly Minutes**
All Languages	$1.25	$1.20	$1.15	$1.10	$1.05

- These Rates are GSA contract # GS-10F-0460N rates or lower.
- There is no charge for standard toll-free access to Language Line Services.
- Per minute rates do not include international calls.
- Price is based on one minute rounding.

Minimum Charge……………..LLS will bill a monthly minimum charge per client identification number ($~~100~~ waived) $0
Platform access …………………...……………………………………………………………….……($~~.25~~ per call Waived) $0

FCC SURCHARGE AND FEES: Fees to third party telecommunications service providers that LLS has or will pay to these third parties: surcharges, fees, taxes, payments to the Universal Service Administrative Company (USAC).
A copy of actual said fees and/or surcharges will accompany each invoice

Fee applied for each dial out request in the North American Dial Plan (NADP) (in addition to per minute charges) waived $6.00

Payment Terms - 2% discount for payments received by the 15th of each month (e.g. 15 days from invoice date), for the previous month's invoice.

LanguageLine Solutions℠

Interpretation Attachment A1

Available Options

(Select one or more options below by checking the "o")

BILLING OPTIONS:

- o Electronic Bill .... FREE
- o Hierarchical Bill / Month ....~~$30~~/month-Waived
- o Custom billing fee (per invoice, per month) ....~~$30~~/invoice/month-Waived
- o Historical Invoices over 90 days (per monthly invoice requested)...............................~~$30~~/invoice/month-Waived
- o Paper Bill...~~$10.00~~-Waived

REPORTING/INVOICING FEE:

- o Historical Invoices up to 90 days.. FREE
- o Historical Invoices over 90 days .... Waived~~$25~~

CUSTOM REPORTING OPTIONS:

- o Custom Report Setup (per hour)...~~$250~~/hour-Waived
- o Custom report maintenance...~~$30~~/month-Waived

SERVICE OPTIONS:

- o Custom 800 line maintenance...~~$30~~/month-Waived
- o Custom 800 line setup ....~~$150~~-Waived
- o Custom greeting maintenance ....~~$30~~/month-Waived
- o Custom Greetings setup ....~~$50~~-Waived
- o Custom recording for redirection of old/abandoned number - Setup...~~$50~~-Waived
- o Custom recording for redirection of old/abandoned number ....~~$10~~/month-Waived
- o Long distance dial out charge: Applied per dial out (in addition to per minute charges) .... … ~~$5~~-Waived

OPTIONAL TRAINING ASSISTANCE AND MATERIALS:

- o Buddy Tags (50 tags per set) ……………………………………………………………………….~~$50~~-Waived
- o Customized Reference and Support Materials Development (per hour) ....~~$179~~-Waived
- o Desk Top Displays (each)...~~$10.99~~-Waived
- o In language marketing tools and "hold please" training kits ....~~$29~~-Waived
- o Language ID Cards (each set of 50) ....~~$49~~-Waived
- o Posters (each)...~~$10~~-Waived
- o Quick Reference Guides and Wallet Cards (0-50) ....~~$9.99~~-Waived
- o Quick Reference Guides and Wallet Cards (each additional set of 50) ....~~$29~~-Waived
- o Training / Awareness assistance (on site per day/per person)...~~$500~~-Waived
- o Training / Awareness assistance (telephone/per session) ....~~$125~~-Waived

OPTIONAL INTERPRETER APPOINTMENT AT SPECIFIC TIME:

- o Applied per appointment ....~~$100~~-Waived
  Cancellation per appointment …………………………....~~$200~~ will be charged for any missed appointment-Waived

LanguageLine Solutions℠

Interpretation Attachment A1

Document Translation Pricing

Language	Price per word from English	Price per word into English
Arabic	$0.17	$0.28
Bulgarian	$0.22	$0.31
Chinese (Simplified)*	$0.14	$0.15
Chinese (Traditional)*	$0.17	$0.15
Farsi	$0.18	$0.28
French (France)	$0.23	$0.29
German	$0.26	$0.25
Italian	$0.22	$0.29
Japanese*	$0.28	$0.18
Laotian	$0.31	$0.43
Macedonian	$0.29	$0.23
Portuguese (Brazil)	$0.17	$0.22
Portuguese (Portugal)	$0.20	$0.22
Russian	$0.17	$0.22
Spanish (Latin)	$0.14	$0.20
Spanish (Spain)	$0.20	$0.20
Thai	$0.26	$0.26
Ukrainian	$0.20	$0.22
Korean*	$0.20	$0.25
Vietnamese	$0.26	$0.26

*Into English pricing is per character

City of Reynoldsburg	**Language Line Services, Inc.**
Accepted by (signature):	Accepted by (signature):
Name (type or print):	Name: Bonaventura A. Cavaliere
Title (type or print):	Title: Chief Financial Officer
Date:	Date:

Prepared:

<u>City Auditor's Office</u>
Stephen Cicak
7232 E. Main Street
Reynoldsburg OHIO 43068
614/322-6858 Phone

ORDINANCE REQUEST

DATE: **April 23, 2018**

TO: **Finance and Administration Committee**

RE:

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF $28,000,000, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE CITY'S HEALTH AND RECREATION FACILITIES BY CONSTRUCTING A MUNICIPAL RECREATION AND AQUATIC COMPLEX, AND THE ACQUISITION AND IMPROVEMENT OF RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO

Approval:

Completed Brad McCloud	Completed Jed Hood	Completed Stephen Cicak

See Attached Documentation

Passed: _____________, 2018

ORDINANCE NO. _______-18

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF $28,000,000, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE CITY'S HEALTH AND RECREATION FACILITIES BY CONSTRUCTING A MUNICIPAL RECREATION AND AQUATIC COMPLEX, AND THE ACQUISITION AND IMPROVEMENT OF RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO.

WHEREAS, this City Council has requested that the City Auditor, as fiscal officer of this City, certify the estimated life or period of usefulness of the Improvement described in Section 2 and the maximum maturity of the Bonds described in Section 2; and

WHEREAS, the City Auditor has certified to this City Council that the estimated life or period of usefulness of the Improvement is at least five (5) years and that the maximum maturity of the Bonds is at least twenty (20) years; and

WHEREAS, a public hearing relating to the Improvement described in Section 2 and the plan of finance for the Improvement, including the issuance of the Bonds, was held by this City Council commencing at __:__ p.m. on _____________, 2018, at the offices of this City Council, 7232 East Main Street, Reynoldsburg, Ohio, following reasonable public notice published in advance of such hearing, all in accordance with Section 147(f) of the Internal Revenue Code of 1986, as amended, and the requisite "public approval" required by that Section 147(f) is hereby granted by this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Reynoldsburg, Fairfield, Franklin and Licking Counties, Ohio, that:

Section 1. <u>Definitions and Interpretation</u>. In addition to the words and terms elsewhere defined in this Ordinance, unless the context or use clearly indicates another or different meaning or intent:

"*Authorized Denominations*" means the denomination of $5,000 or any integral multiple in excess thereof.

"*Bond Proceedings*" means, collectively, this Ordinance, the Certificate of Award, the Continuing Disclosure Agreement, the Purchase Agreement (if any), the Registrar Agreement and such other proceedings of the City, including the Bonds, that provide collectively for, among other things, the rights of holders and beneficial owners of the Bonds.

"*Bond Register*" means all books and records necessary for the registration, exchange and transfer of Bonds as provided in Section 5.

"*Bond Registrar*" means a bank or trust company authorized to do business in the State of Ohio and designated by the City Auditor in the Certificate of Award pursuant to Section 4 as the initial authenticating agent, bond registrar, transfer agent and paying agent for the Bonds under the Registrar Agreement and until a successor Bond Registrar shall have become such pursuant to the provisions of the Registrar Agreement and, thereafter, "*Bond Registrar*" shall mean the successor Bond Registrar.

"*Bonds*" means, collectively, the Serial Bonds and the Term Bonds, each as is designated as such in the Certificate of Award.

"*Book entry form*" or "*book entry system*" means a form or system under which (a) the ownership of beneficial interests in the Bonds and the principal of and interest and any premium on the Bonds may be transferred only through a book entry, and (b) physical Bond certificates in fully registered form are issued by the City and payable only to a Depository or its nominee as registered owner, with the certificates deposited with and "immobilized" in the custody of the Depository or its designated agent for that purpose. The book entry maintained by others than the City is the record that identifies the owners of beneficial interests in the Bonds and that principal and interest.

"*Certificate of Award*" means the certificate authorized by Section 6, to be executed by the City Auditor, setting forth and determining those terms or other matters pertaining to the Bonds and their issuance, sale and delivery as this Ordinance requires or authorizes to be set forth or determined therein.

"*City Attorney*" means the City Attorney of the City or any person serving in an interim or acting capacity with respect to that office.

"*City Auditor*" means the City Auditor of the City or any person serving in an interim or acting capacity with respect to that office.

"*Clerk of Council*" means the Clerk of Council of the City.

"*Closing Date*" means the date of physical delivery of, and payment of the purchase price for, the Bonds.

"*Code*" means the Internal Revenue Code of 1986, the Regulations (whether temporary or final) under that Code or the statutory predecessor of that Code, and any amendments of, or successor provisions to, the foregoing and any official rulings, announcements, notices, procedures and judicial determinations regarding any of the foregoing, all as and to the extent applicable. Unless otherwise indicated, reference to a Section of the Code includes any applicable successor section or provision and such applicable Regulations, rulings, announcements, notices, procedures and determinations pertinent to that Section.

"*Continuing Disclosure Agreement*" means the Continuing Disclosure Agreement which shall constitute the continuing disclosure agreement made by the City for the benefit of the holders and beneficial owners of the Bonds in accordance with the Rule, as it may be modified from the form on file with the Clerk of Council and executed by the Mayor and the City Auditor, all in accordance with Section 9(c).

"*Depository*" means any securities depository that is a clearing agency registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934, operating and maintaining, with its Participants or otherwise, a book entry system to record ownership of beneficial interests in the Bonds or the principal of and interest and any premium on the Bonds, and to effect transfers of the Bonds, in book entry form, and includes and means initially The Depository Trust Company (a limited purpose trust company), New York, New York.

"*Financing Costs*" shall have the meaning given in Section 133.01 of the Ohio Revised Code.

"*Interest Payment Dates*" means June 1 and December 1 of each year that the Bonds are outstanding, commencing on the date specified in the Certificate of Award.

"*Mandatory Redemption Date*" shall have the meaning set forth in Section 3(b).

"*Mandatory Sinking Fund Redemption Requirements*" shall have the meaning set forth in Section 3(e)(i).

"*Mayor*" means the Mayor of the City or any person serving in an interim or acting capacity with respect to that office.

"*Original Purchaser*" means the purchaser of the Bonds specified in the Certificate of Award.

"*Participant*" means any participant contracting with a Depository under a book entry system and includes securities brokers and dealers, banks and trust companies and clearing corporations.

"*Principal Payment Dates*" means December 1 in each of the years from and including 2019 to and including 2048; *provided* that the first Principal Payment Date may be advanced up to one year and the last Principal Payment Date may be deferred up to one year or advanced by such number of years as determined by the City Auditor, and *provided further* that in no case shall the final Principal Payment Date exceed the maximum maturity limitation referred to in the preambles hereto, all of which determinations shall be made by the City Auditor in the Certificate of Award in such manner as to be in the best interest of and financially advantageous to the City.

"*Purchase Agreement*" means the Bond Purchase Agreement between the City and the Original Purchaser, as it may be modified from the form on file with the Clerk of Council and executed by the Mayor and the City Auditor, all in accordance with Section 6.

"*Registrar Agreement*" means the Bond Registrar Agreement between the City and the Bond Registrar, as it may be modified from the form on file with the Clerk of Council and executed by the Mayor and the City Auditor, all in accordance with Section 4.

"*Regulations*" means Treasury Regulations issued pursuant to the Code or to the statutory predecessor of the Code.

"*Rule*" means Rule 15c2-12 prescribed by the SEC pursuant to the Securities Exchange Act of 1934.

"*SEC*" means the Securities and Exchange Commission.

"*Serial Bonds*" means those Bonds designated as such and maturing on the dates set forth in the Certificate of Award, bearing interest payable on each Interest Payment Date and not subject to mandatory sinking fund redemption.

"*Term Bonds*" means those Bonds designated as such and maturing on the date or dates set forth in the Certificate of Award, bearing interest payable on each Interest Payment Date and subject to mandatory sinking fund redemption.

The captions and headings in this Ordinance are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. Reference to a Section means a section of this Ordinance unless otherwise indicated.

Section 2. Authorized Principal Amount and Purpose; Application of Proceeds. This City Council determines that it is necessary and in the best interest of the City to issue bonds of this City in the maximum principal amount of $28,000,000 (the "*Bonds*") for the purpose of paying the costs of improving the City's health and recreation facilities by constructing a municipal recreation and aquatic complex, and the acquisition and improvement of related interests in real property, together with all necessary and related appurtenances thereto (the "*Improvement*"). The Bonds shall be issued pursuant to the Ohio Revised Code, the Charter of the City, this Ordinance and the Certificate of Award.

The principal amount of Bonds to be issued shall not exceed the maximum principal amount specified in this Section 2 and shall be an amount determined by the City Auditor in the Certificate of Award to be the principal amount of Bonds that is required to be issued at this time for the purpose stated in this Section 2, taking into account the costs of the Improvement, the estimates of the Financing Costs and the interest rates on the Bonds.

The proceeds from the sale of the Bonds received by the City (or withheld by the Original Purchaser on behalf of the City) shall be paid into the proper fund or funds, and those proceeds are hereby appropriated and shall be used for the purpose for which the Bonds are being issued, including without limitation but only to the extent not paid by others, the payment of the costs of issuing and servicing the Bonds, printing and delivery of the Bonds, legal services including obtaining the approving legal opinion of bond counsel, fees and expenses of any municipal advisor, paying agent and rating agency, any fees or premiums relating to municipal bond insurance or other security arrangements determined necessary by the City Auditor, and all other Financing Costs and costs incurred incidental to those purposes. The Certificate of Award and the Purchase Agreement (if any) may authorize the Original Purchaser to withhold certain proceeds from the purchase price of the Bonds to provide for the payment of Financing Costs related to the Bonds on behalf of the City. Any portion of those proceeds received by the City representing premium (after payment of any Financing Costs identified in the Certificate of

Award, and in the Purchase Agreement (if any) and/or the Registrar Agreement) or accrued interest shall be paid into the Bond Retirement Fund.

Section 3. Denominations; Dating; Principal and Interest Payment and Redemption Provisions. The Bonds shall be issued in one lot and only as fully registered bonds, in Authorized Denominations, but in no case as to a particular maturity date exceeding the principal amount maturing on that date. The Bonds shall be dated as provided in the Certificate of Award, *provided* that their dated date shall not be more than sixty (60) days prior to the Closing Date.

(a) Interest Rates and Payment Dates. The Bonds shall bear interest at the rate or rates per year (computed on the basis of a 360-day year consisting of twelve 30-day months) as shall be determined by the City Auditor, subject to subsection (c) of this Section 3, in the Certificate of Award. Interest on the Bonds shall be payable at such rate or rates on the Interest Payment Dates until the principal amount has been paid or provided for. The Bonds shall bear interest from the most recent date to which interest has been paid or provided for or, if no interest has been paid or provided for, from their date.

(b) Principal Payment Schedule. The Bonds shall mature or be payable pursuant to Mandatory Sinking Fund Redemption Requirements on the Principal Payment Dates in principal amounts as shall be determined by the City Auditor, subject to subsection (c) of this Section 3, in the Certificate of Award, which determination shall be in the best interest of and financially advantageous to the City.

Consistent with the foregoing and in accordance with the determination of the best interest of and financial advantages to the City, the City Auditor shall specify in the Certificate of Award (i) the aggregate principal amount of Bonds to be issued as Serial Bonds, the Principal Payment Date or Dates on which those Bonds shall be stated to mature and the principal amount thereof that shall be stated to mature on each such Principal Payment Date and (ii) the aggregate principal amount of Bonds to be issued as Term Bonds, the Principal Payment Date or Dates on which those Bonds shall be stated to mature, the principal amount thereof that shall be stated to mature on each such Principal Payment Date, the Principal Payment Date or Dates on which Term Bonds shall be subject to mandatory sinking fund redemption (each a "*Mandatory Redemption Date*") and the principal amount thereof that shall be payable pursuant to Mandatory Sinking Fund Redemption Requirements on each Mandatory Redemption Date.

(c) Conditions for Establishment of Interest Rates and Principal Payment Dates and Amounts. The rate or rates of interest per year to be borne by the Bonds, and the principal amount of Bonds maturing or payable pursuant to Mandatory Sinking Fund Redemption Requirements on each Principal Payment Date, shall be such that the total principal and interest payments on the Bonds in any fiscal year in which principal is payable is not more than three times the amount of those payments in any other fiscal year. The net interest cost for the Bonds determined by taking into account the respective principal amounts of the Bonds and terms to maturity or Mandatory Sinking Fund Redemption Requirements of those principal amounts of Bonds shall not exceed 6.00%.

(d) Payment of Debt Charges. The debt charges on the Bonds shall be payable in lawful money of the United States of America without deduction for the services of the Bond

Registrar as paying agent. Principal of and any premium on the Bonds shall be payable when due upon presentation and surrender of the Bonds at the designated corporate trust office of the Bond Registrar. Interest on a Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond was registered, and to that person's address appearing, on the Bond Register at the close of business on the 15th day of the calendar month next preceding that Interest Payment Date. Notwithstanding the foregoing, if and so long as the Bonds are issued in a book entry system, principal of and interest and any premium on the Bonds shall be payable in the manner provided in any agreement entered into by the City Auditor, in the name and on behalf of the City, in connection with the book entry system.

(e) Redemption Provisions. The Bonds shall be subject to redemption prior to stated maturity as follows:

(i) Mandatory Sinking Fund Redemption of Term Bonds. If any of the Bonds are issued as Term Bonds, the Term Bonds shall be subject to mandatory redemption in part by lot and be redeemed pursuant to mandatory sinking fund redemption requirements, at a redemption price of 100% of the principal amount redeemed, plus accrued interest to the redemption date, on the applicable Mandatory Redemption Dates and in the principal amounts payable on those Dates, for which provision is made in the Certificate of Award (such Dates and amounts being referred to as the "*Mandatory Sinking Fund Redemption Requirements*").

The aggregate of the moneys to be deposited with the Bond Registrar for payment of principal of and interest on any Term Bonds on each Mandatory Redemption Date shall include an amount sufficient to redeem on that Date the principal amount of Term Bonds payable on that Date pursuant to the Mandatory Sinking Fund Redemption Requirements (less the amount of any credit as hereinafter provided).

The City shall have the option to deliver to the Bond Registrar for cancellation Term Bonds in any aggregate principal amount and to receive a credit against the then current or any subsequent Mandatory Sinking Fund Redemption Requirement (and corresponding mandatory redemption obligation) of the City, as specified by the City Auditor, for Term Bonds stated to mature on the same Principal Payment Date and bearing interest at the same rate as the Term Bonds so delivered. That option shall be exercised by the City on or before the 45th day preceding any Mandatory Redemption Date with respect to which the City wishes to obtain a credit, by furnishing the Bond Registrar a certificate, signed by the City Auditor, setting forth the extent of the credit to be applied with respect to the then current or any subsequent Mandatory Sinking Fund Redemption Requirement for Term Bonds stated to mature on the same Principal Payment Date and bearing interest at the same rate as the Term Bonds so delivered. If the certificate is not timely furnished to the Bond Registrar, the current Mandatory Sinking Fund Redemption Requirement (and corresponding mandatory redemption obligation) shall not be reduced. A credit against the then current or any subsequent Mandatory Sinking Fund Redemption Requirement (and corresponding mandatory redemption obligation), as specified by the City Auditor, also shall be received by the City for any Term Bonds which prior thereto have been redeemed (other than through the operation of the applicable Mandatory Sinking Fund Redemption Requirements) or purchased for cancellation and canceled by the Bond Registrar, to the extent not applied theretofore as a credit against any Mandatory Sinking Fund Redemption Requirement, for Term Bonds stated to mature on the same Principal Payment Date and bearing interest at the same rate as the Term Bonds so delivered, redeemed or purchased and canceled.

Each Term Bond so delivered, or previously redeemed, or purchased and canceled, shall be credited by the Bond Registrar at 100% of the principal amount thereof against the then current or subsequent Mandatory Sinking Fund Redemption Requirements (and corresponding mandatory redemption obligations), as specified by the City Auditor, for Term Bonds stated to mature on the same Principal Payment Date and bearing interest at the same rate as the Term Bonds so delivered, redeemed or purchased and canceled.

(ii) Optional Redemption. The Bonds of the maturities and interest rates specified in the Certificate of Award (if any are so specified) shall be subject to optional redemption by and at the sole option of the City, in whole or in part in integral multiples of $5,000, on the dates and at the redemption prices (expressed as a percentage of the principal amount to be redeemed), plus accrued interest to the redemption date, to be determined by the City Auditor in the Certificate of Award; *provided* that the redemption price for any optional redemption date shall not be greater than 103%.

If optional redemption of Term Bonds at a redemption price exceeding 100% of the principal amount to be redeemed is to take place as of any Mandatory Redemption Date applicable to those Term Bonds, the Term Bonds, or portions thereof, to be redeemed optionally shall be selected by lot prior to the selection by lot of the Term Bonds of the same maturity (and interest rate within a maturity if applicable) to be redeemed on the same date by operation of the Mandatory Sinking Fund Redemption Requirements. Bonds to be redeemed pursuant to this paragraph shall be redeemed only upon written notice from the City Auditor to the Bond Registrar, given upon the direction of the City by passage of an ordinance or adoption of a resolution. That notice shall specify the redemption date and the principal amount of each maturity (and interest rate within a maturity if applicable) of Bonds to be redeemed, and shall be given at least 45 days prior to the redemption date or such shorter period as shall be acceptable to the Bond Registrar.

(iii) Partial Redemption. If fewer than all of the outstanding Bonds are called for optional redemption at one time and Bonds of more than one maturity (or interest rate within a maturity if applicable) are then outstanding, the Bonds that are called shall be Bonds of the maturity or maturities and interest rate or rates selected by the City. If fewer than all of the Bonds of a single maturity (or interest rate within a maturity if applicable) are to be redeemed, the selection of Bonds of that maturity (or interest rate within a maturity if applicable) to be redeemed, or portions thereof in amounts of $5,000 or any integral multiple thereof, shall be made by the Bond Registrar by lot in a manner determined by the Bond Registrar. In the case of a partial redemption of Bonds by lot when Bonds of denominations greater than $5,000 are then outstanding, each $5,000 unit of principal thereof shall be treated as if it were a separate Bond of the denomination of $5,000. If it is determined that one or more, but not all, of the $5,000 units of principal amount represented by a Bond are to be called for redemption, then, upon notice of redemption of a $5,000 unit or units, the registered owner of that Bond shall surrender the Bond to the Bond Registrar (A) for payment of the redemption price of the $5,000 unit or units of principal amount called for redemption (including, without limitation, the interest accrued to the date fixed for redemption and any premium), and (B) for issuance, without charge to the registered owner, of a new Bond or Bonds of any Authorized Denomination or Denominations in an aggregate principal amount equal to the unmatured and unredeemed portion of, and bearing interest at the same rate and maturing on the same date as, the Bond surrendered.

(iv) Notice of Redemption. The notice of the call for redemption of Bonds shall identify (A) by designation, letters, numbers or other distinguishing marks, the Bonds or portions thereof to be redeemed, (B) the redemption price to be paid, (C) the date fixed for redemption, and (D) the place or places where the amounts due upon redemption are payable. The notice shall be given by the Bond Registrar on behalf of the City by mailing a copy of the redemption notice by first-class mail, postage prepaid, at least 30 days prior to the date fixed for redemption, to the registered owner of each Bond subject to redemption in whole or in part at the registered owner's address shown on the Bond Register maintained by the Bond Registrar at the close of business on the 15th day preceding that mailing. Failure to receive notice by mail or any defect in that notice regarding any Bond, however, shall not affect the validity of the proceedings for the redemption of any Bond.

(v) Payment of Redeemed Bonds. In the event that notice of redemption shall have been given by the Bond Registrar to the registered owners as provided above, there shall be deposited with the Bond Registrar on or prior to the redemption date, moneys that, in addition to any other moneys available therefor and held by the Bond Registrar, will be sufficient to redeem at the redemption price thereof, plus accrued interest to the redemption date, all of the redeemable Bonds for which notice of redemption has been given. Notice having been mailed in the manner provided in the preceding paragraph hereof, the Bonds and portions thereof called for redemption shall become due and payable on the redemption date, and, subject to the provisions of Sections 3(d) and 5, upon presentation and surrender thereof at the place or places specified in that notice, shall be paid at the redemption price, plus accrued interest to the redemption date. If moneys for the redemption of all of the Bonds and portions thereof to be redeemed, together with accrued interest thereon to the redemption date, are held by the Bond Registrar on the redemption date, so as to be available therefor on that date and, if notice of redemption has been deposited in the mail as aforesaid, then from and after the redemption date those Bonds and portions thereof called for redemption shall cease to bear interest and no longer shall be considered to be outstanding. If those moneys shall not be so available on the redemption date, or that notice shall not have been deposited in the mail as aforesaid, those Bonds and portions thereof shall continue to bear interest, until they are paid, at the same rate as they would have borne had they not been called for redemption. All moneys held by the Bond Registrar for the redemption of particular Bonds shall be held in trust for the account of the registered owners thereof and shall be paid to them, respectively, upon presentation and surrender of those Bonds; *provided* that any interest earned on the moneys so held by the Bond Registrar shall be for the account of and paid to the City to the extent not required for the payment of the Bonds called for redemption.

Section 4. Execution and Authentication of Bonds; Appointment of Bond Registrar. The Bonds shall be signed by the Mayor and the City Auditor, in the name of the City and in their official capacities; *provided* that either or both of those signatures may be a facsimile. The Bonds shall be issued in the Authorized Denominations and numbers as requested by the Original Purchaser and approved by the City Auditor, shall be numbered as determined by the City Auditor in order to distinguish each Bond from any other Bond, and shall express upon their faces the purpose, in summary terms, for which they are issued and that they are issued pursuant to the Ohio Revised Code, the Charter of the City, this Ordinance and the Certificate of Award.

The City Auditor is hereby authorized to designate in the Certificate of Award a bank or trust company authorized to do business in the State of Ohio to act as the initial Bond Registrar. The Mayor and the City Auditor shall sign and deliver, in the name and on behalf of the City, the Registrar Agreement between the City and the Bond Registrar, in substantially the form as is now on file with the Clerk of Council. The Registrar Agreement is approved, together with any changes or amendments that are not inconsistent with this Ordinance and not substantially adverse to the City and that are approved by the Mayor and the City Auditor on behalf of the City, all of which shall be conclusively evidenced by the signing of the Registrar Agreement or amendments thereto. The City Auditor shall provide for the payment of the services rendered and for reimbursement of expenses incurred pursuant to the Registrar Agreement, except to the extent paid or reimbursed by the Original Purchaser and/or the Bond Registrar pursuant to the Certificate of Award, the Purchase Agreement (if any) and/or the Registrar Agreement, from the proceeds of the Bonds to the extent available and then from other money lawfully available and appropriated or to be appropriated for that purpose.

No Bond shall be valid or obligatory for any purpose or shall be entitled to any security or benefit under the Bond Proceedings unless and until the certificate of authentication printed on the Bond is signed by the Bond Registrar as authenticating agent. Authentication by the Bond Registrar shall be conclusive evidence that the Bond so authenticated has been duly issued, signed and delivered under, and is entitled to the security and benefit of, the Bond Proceedings. The certificate of authentication may be signed by any authorized officer or employee of the Bond Registrar or by any other person acting as an agent of the Bond Registrar and approved by the City Auditor on behalf of the City. The same person need not sign the certificate of authentication on all of the Bonds.

Section 5. Registration; Transfer and Exchange; Book Entry System.

(a) Bond Register. So long as any of the Bonds remain outstanding, the City will cause the Bond Registrar to maintain and keep the Bond Register at its designated corporate trust office. Subject to the provisions of Sections 3(d) and 9(c), the person in whose name a Bond is registered on the Bond Register shall be regarded as the absolute owner of that Bond for all purposes of the Bond Proceedings. Payment of or on account of the debt charges on any Bond shall be made only to or upon the order of that person; neither the City nor the Bond Registrar shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section 5. All such payments shall be valid and effectual to satisfy and discharge the City's liability upon the Bond, including interest, to the extent of the amount or amounts so paid.

(b) Transfer and Exchange. Any Bond may be exchanged for Bonds of any Authorized Denomination upon presentation and surrender at the designated corporate trust office of the Bond Registrar, together with a request for exchange signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Bond Registrar. A Bond may be transferred only on the Bond Register upon presentation and surrender of the Bond at the designated corporate trust office of the Bond Registrar together with an assignment signed by the registered owner or by a person legally empowered to do so in a form satisfactory to the Bond Registrar. Upon exchange or transfer the Bond Registrar shall complete, authenticate and deliver a new Bond or Bonds of any Authorized Denomination or Denominations requested by the owner equal in the aggregate to the unmatured principal amount of the Bond surrendered and bearing interest at the same rate and maturing on the same date.

If manual signatures on behalf of the City are required, the Bond Registrar shall undertake the exchange or transfer of Bonds only after the new Bonds are signed by the authorized officers of the City. In all cases of Bonds exchanged or transferred, the City shall sign and the Bond Registrar shall authenticate and deliver Bonds in accordance with the provisions of the Bond Proceedings. The exchange or transfer shall be without charge to the owner, except that the City and Bond Registrar may make a charge sufficient to reimburse them for any tax or other governmental charge required to be paid with respect to the exchange or transfer. The City or the Bond Registrar may require that those charges, if any, be paid before the procedure is begun for the exchange or transfer. All Bonds issued and authenticated upon any exchange or transfer shall be valid obligations of the City, evidencing the same debt, and entitled to the same security and benefit under the Bond Proceedings as the Bonds surrendered upon that exchange or transfer. Neither the City nor the Bond Registrar shall be required to make any exchange or transfer of (i) Bonds then subject to call for redemption between the 15th day preceding the mailing of notice of Bonds to be redeemed and the date of that mailing, or (ii) any Bond selected for redemption, in whole or in part.

(c) Book Entry System. Notwithstanding any other provisions of this Ordinance, if the City Auditor determines in the Certificate of Award that it is in the best interest of and financially advantageous to the City, the Bonds may be issued in book entry form in accordance with the following provisions of this Section 5.

The Bonds may be issued to a Depository for use in a book entry system and, if and as long as a book entry system is utilized: (i) the Bonds may be issued in the form of a single, fully registered Bond representing each maturity, and, if applicable, each interest rate within a maturity, and registered in the name of the Depository or its nominee, as registered owner, and immobilized in the custody of the Depository or its designated agent for that purpose, which may be the Bond Registrar; (ii) the beneficial owners of Bonds in book entry form shall have no right to receive Bonds in the form of physical securities or certificates; (iii) ownership of beneficial interests in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; and (iv) the Bonds as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the City.

If any Depository determines not to continue to act as a Depository for the Bonds for use in a book entry system, the City Auditor may attempt to establish a securities depository/book entry relationship with another qualified Depository. If the City Auditor does not or is unable to do so, the City Auditor, after making provision for notification of the beneficial owners by the then Depository and any other arrangements deemed necessary, shall permit withdrawal of the Bonds from the Depository, and shall cause Bond certificates in registered form and Authorized Denominations to be authenticated by the Bond Registrar and delivered to the assigns of the Depository or its nominee, all at the cost and expense (including any costs of printing), if the event is not the result of City action or inaction, of those persons requesting such issuance.

The City Auditor is hereby authorized and directed, to the extent necessary or required, to enter into any agreements, in the name and on behalf of the City, that the City Auditor determines to be necessary in connection with a book entry system for the Bonds.

Section 6. Sale of the Bonds to the Original Purchaser. The City Auditor is authorized to sell the Bonds at private sale to the Original Purchaser at a purchase price, not less than 97% of the aggregate principal amount thereof, as shall be determined by the City Auditor in the Certificate of Award, plus accrued interest (if any) on the Bonds from their date to the Closing Date, and shall be awarded by the City Auditor with and upon such other terms as are required or authorized by this Ordinance to be specified in the Certificate of Award, in accordance with law and the provisions of this Ordinance and the Purchase Agreement (if any). The City Auditor is authorized, if it is determined to be in the best interest of the City, to combine the issue of Bonds with one or more other bond issues of the City into a consolidated bond issue pursuant to Section 133.30(B) of the Ohio Revised Code in which case a single Certificate of Award may be utilized for the consolidated bond issue if appropriate and consistent with the terms of this Ordinance.

The City Auditor shall sign and deliver the Certificate of Award and shall cause the Bonds to be prepared and signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Bonds, to the Original Purchaser upon payment of the purchase price.

To the extent that the City Auditor determines it would be financially advantageous to the City, the Mayor and the City Auditor shall sign and deliver, in the name and on behalf of the City, the Purchase Agreement between the City and the Original Purchaser, in substantially the form as is now on file with the Clerk of Council, providing for the sale to, and the purchase by, the Original Purchaser of the Bonds. The Purchase Agreement is approved, together with any changes or amendments that are not inconsistent with this Ordinance and not substantially adverse to the City and that are approved by the Mayor and the City Auditor on behalf of the City, all of which shall be conclusively evidenced by the signing of the Purchase Agreement or amendments thereto.

The Mayor, the City Auditor, the City Attorney, the Clerk of Council and other City officials, as appropriate, are each authorized and directed to sign any transcript certificates, financial statements and other documents and instruments and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Ordinance. The actions of the Mayor, the City Auditor, the City Attorney, the Clerk of Council or other City official, as appropriate, in doing any and all acts necessary in connection with the issuance and sale of the Bonds are hereby ratified and confirmed.

Section 7. Provision for Tax Levy. There shall be levied on all the taxable property in the City, in addition to all other taxes, a direct tax annually during the period the Bonds are outstanding in an amount sufficient to pay the debt charges on the Bonds when due, which tax shall not be less than the interest and sinking fund tax required by Section 11 of Article XII of the Ohio Constitution. The tax shall be within the ten-mill limitation imposed by law, shall be and is ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers, in the same manner and at the same time that taxes for general purposes for each of those years are certified, levied, extended and collected, and shall be placed before and in preference to all other items and for the full amount thereof. The proceeds of the tax levy shall be placed in the Bond Retirement Fund, which is irrevocably pledged for the payment of the debt charges on the Bonds when and as the same fall due.

In each year to the extent receipts from the municipal income tax are available for the payment of the debt charges on the Bonds and are appropriated for that purpose, the amount of the tax shall be reduced by the amount of such receipts so available and appropriated in compliance with the following covenant. To the extent necessary, the debt charges on the Bonds shall be paid from municipal income taxes lawfully available therefor under the Constitution and the laws of the State of Ohio and the Charter of the City; and the City hereby covenants, subject and pursuant to such authority, including particularly Section 133.05(B)(7) of the Ohio Revised Code, to appropriate annually from such municipal income taxes such amount as is necessary to meet such annual debt charges.

Nothing in the preceding paragraph in any way diminishes the irrevocable pledge of the full faith and credit and general property taxing power of the City to the prompt payment of the debt charges on the Bonds.

Section 8. Federal Tax Considerations. The City covenants that it will use, and will restrict the use and investment of, the proceeds of the Bonds in such manner and to such extent as may be necessary so that (a) the Bonds will not (i) constitute private activity bonds or arbitrage bonds under Sections 141 or 148 of the Code or (ii) be treated other than as bonds the interest on which is excluded from gross income under Section 103 of the Code, and (b) the interest on the Bonds will not be an item of tax preference under Section 57 of the Code.

The City further covenants that (a) it will take or cause to be taken such actions that may be required of it for the interest on the Bonds to be and remain excluded from gross income for federal income tax purposes, (b) it will not take or authorize to be taken any actions that would adversely affect that exclusion, and (c) it, or persons acting for it, will, among other acts of compliance, (i) apply the proceeds of the Bonds to the governmental purpose of the borrowing, (ii) restrict the yield on investment property, (iii) make timely and adequate payments to the federal government, (iv) maintain books and records and make calculations and reports and (v) refrain from certain uses of those proceeds, and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code.

The City Auditor or any other officer of the City having responsibility for issuance of the Bonds is hereby authorized (a) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of the City with respect to the Bonds as the City is permitted to or required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Bonds or interest thereon or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties with respect to the Bonds, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments with respect to the Bonds, which action shall be in writing and signed by the officer, (b) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants and certifications of and on behalf of the City, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Bonds, and (c) to give one or more appropriate certificates of the City, for inclusion in the transcript of proceedings for the Bonds, setting forth the reasonable expectations of the City regarding the amount and use of all the proceeds of the Bonds, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on and the tax status of the Bonds. The City Auditor or any other officer of the City having responsibility for issuance of the Bonds is specifically authorized to designate the Bonds as "qualified tax-exempt obligations" if such designation is applicable and desirable, and to make any related necessary representations and covenants.

Section 9. Official Statement, Rating, Bond Insurance, Continuing Disclosure and Financing Costs.

(a) Primary Offering Disclosure -- Official Statement. The Mayor and the City Auditor are each authorized and directed, on behalf of the City and in their official capacities, to (i) prepare or cause to be prepared, and make or authorize modifications, completions or changes of or supplements to, a disclosure document in the form of an official statement relating to the original issuance of the Bonds in substantially the form as is now on file with the Clerk of Council, (ii) determine, and to certify or otherwise represent, when the official statement is to be "deemed final" (except for permitted omissions) by the City as of its date or is a final official statement for purposes of paragraph (b) of the Rule, (iii) use and distribute, or authorize the use and distribution of those official statements and any supplements thereto in connection with the original issuance of the Bonds, and (iv) complete and sign those official statements and any supplements thereto as so approved, together with such certificates, statements or other documents in connection with the finality, accuracy and completeness of those official statements and any supplements, as they may deem necessary or appropriate.

(b) Application for Rating or Bond Insurance. If, in the judgment of the City Auditor, the filing of an application for (i) a rating on the Bonds by one or more nationally-recognized rating agencies, or (ii) a policy of insurance from a company or companies to better assure the payment of principal of and interest on the Bonds, is in the best interest of and financially advantageous to this City, the City Auditor is authorized to prepare and submit those applications, to provide to each such agency or company such information as may be required for the purpose, and to provide further for the payment of the cost of obtaining each such rating or policy, except to the extent otherwise paid or reimbursed pursuant to the Purchase Agreement (if any) and/or the Registrar Agreement, from the proceeds of the Bonds to the extent available and otherwise from any other funds lawfully available and that are appropriated or shall be appropriated for that purpose. The City Auditor is hereby authorized, to the extent necessary or required, to enter into any agreements, in the name of and on behalf of the City, that the City Auditor determines to be necessary in connection with the obtaining of that bond insurance.

(c) Agreement to Provide Continuing Disclosure. For the benefit of the holders and beneficial owners from time to time of the Bonds, the City agrees to provide or cause to be provided such financial information and operating data, audited financial statements and notices of the occurrence of certain events, in such manner as may be required for purposes of the Rule. The Mayor and the City Auditor are each authorized and directed to complete, sign and deliver the Continuing Disclosure Agreement, in the name and on behalf of the City, in substantially the form as is now on file with the Clerk of Council. The Continuing Disclosure Agreement is approved, together with any changes or amendments that are not inconsistent with this Ordinance and not substantially adverse to the City and that are approved by the Mayor and the City Auditor on behalf of the City, all of which shall be conclusively evidenced by the signing of the Continuing Disclosure Agreement or amendments thereto.

The City Auditor is further authorized and directed to establish procedures in order to ensure compliance by the City with its Continuing Disclosure Agreement, including timely provision of information and notices as described above. Prior to making any filing required under the Rule, the City Auditor shall consult with and obtain legal advice from, as appropriate, the City Attorney and bond or other qualified independent special counsel selected by the City. The City Auditor, acting in the name and on behalf of the City, shall be entitled to rely upon any such legal advice in determining whether a filing should be made. The performance by the City of its Continuing Disclosure Agreement shall be subject to the annual appropriation of any funds that may be necessary to perform it.

(d) Financing Costs. The expenditure of the amounts necessary to pay any Financing Costs in connection with the Bonds, to the extent not paid by the Original Purchaser and/or the Bond Registrar in accordance with the Certificate of Award, the Purchase Agreement (if any) and/or the Registrar Agreement, is authorized and approved, and the City Auditor is authorized to provide for the payment of any such amounts and costs from the proceeds of the Bonds to the extent available and otherwise from any other funds lawfully available that are appropriated or shall be appropriated for that purpose.

Section 10. Bond Counsel. The legal services of the law firm of Squire Patton Boggs (US) LLP are hereby retained. Those legal services shall be in the nature of legal advice and recommendations as to the documents and the proceedings in connection with the authorization, sale and issuance of the Bonds and rendering at delivery related legal opinions, all as set forth in the form of engagement letter from that firm which is now on file in the office of the Clerk of Council. In providing those legal services, as an independent contractor and in an attorney-client relationship, that firm shall not exercise any administrative discretion on behalf of this City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, any county or municipal corporation or of this City, or the execution of public trusts. For those legal services that firm shall be paid just and reasonable compensation and shall be reimbursed for actual out-of-pocket expenses incurred in providing those legal services. The City Auditor is authorized and directed, to the extent they are not paid or reimbursed pursuant to the Purchase Agreement and/or the Registrar Agreement, to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Bonds, if available, and otherwise from available moneys in the General Fund.

Section 11. Municipal Advisor. The services of H.J. Umbaugh & Associates, Certified Public Accountants, LLP, as municipal advisor, are hereby retained. The municipal advisory services shall be in the nature of financial advice and recommendations in connection with the issuance and sale of the Bonds. In rendering those municipal advisory services, as an independent contractor, that firm shall not exercise any administrative discretion on behalf of the City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, the City or any other political subdivision, or the execution of public trusts. That firm shall be paid just and reasonable compensation for those municipal advisory services and shall be reimbursed for the actual out-of pocket expenses it incurs in rendering those municipal advisory services. The City Auditor is authorized and directed, to the extent they are not paid or reimbursed pursuant to the Purchase Agreement and/or the Registrar Agreement, to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Bonds, if available, and otherwise from available moneys in the General Fund.

Section 12. Certification and Delivery of Ordinance and Certificate of Award. The Clerk of Council is directed to promptly deliver or cause to be delivered a certified copy of this Ordinance and an executed copy of the Certificate of Award to the County Auditors of Fairfield, Franklin and Licking Counties, Ohio.

Section 13. Satisfaction of Conditions for Bond Issuance. This City Council determines that all acts and conditions necessary to be done or performed by the City or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the City have been performed and have been met, or will at the time of delivery of the Bonds have been performed and have been met, in regular and due form as required by law; that the full faith and credit and general property taxing power (as described in Section 7) of the City are pledged for the timely payment of the debt charges on the Bonds; that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Bonds; and that the Bonds are being authorized and issued pursuant to the Ohio Revised Code, the Charter of the City, this Ordinance, the Certificate of Award and other authorizing provisions of law.

Section 14. Compliance with Open Meeting Requirements. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of this Council and of any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Section 15. Effective Date. This Ordinance shall be in full force and effect immediately upon its passage.

Passed: _________________, 2018

Attest: ______________________________ ______________________________

Clerk of Council
April Beggerow

President of Council
Doug Joseph

Approved: ______________________________ Date: ___________________, 2018

Mayor
Brad McCloud

I, April Beggerow, Clerk of Council, City of Reynoldsburg, Ohio, do hereby certify the foregoing to be a true and correct copy of Ordinance No. _____-18 as passed by Council of said City on the _____ day of _____________, 2018 and as recorded in the Record of Proceedings of said Council.

____
April Beggerow, Clerk of Council

Filed with Mayor: ________________, 2018 Published: ________________, 2018

FISCAL OFFICER'S CERTIFICATE

To the City Council of the City of Reynoldsburg, Ohio:

As fiscal officer of the City of Reynoldsburg, Ohio, I certify in connection with your proposed issue of bonds in the maximum principal amount of $28,000,000 (the "*Bonds*"), to be issued for the purpose of paying the costs of improving the City's recreational facilities by constructing a municipal recreation and aquatic complex, and the acquisition and improvement of related interests in real property, together with all necessary and related appurtenances thereto (the "*Improvement*"), that:

1. The estimated life or period of usefulness of the Improvement is at least five (5) years.

2. The maximum maturity of the Bonds, calculated in accordance with Section 133.20 of the Revised Code, is thirty (30) years.

Dated: April 2, 2018

Stephen M. Cicak
City Auditor
City of Reynoldsburg, Ohio

City of Reynoldsburg, Ohio
Financing Discussion

April 9, 2018

Brian S. Cooper
Umbaugh
cooper@umbaugh.com

UMBAUGH
It's all about experience

Role of the Municipal Advisor

- A fiduciary duty to municipal clients
  - Municipal Securities Rulemaking Board (MSRB) Rule G-42
  - Duty of care and duty of loyalty
  - Must put municipal entity's interests of ahead of its own
- Municipal Advisor assists with:
  - Developing the plan of finance
  - Providing recommendations on structure, timing and proposed terms
  - Developing requests for proposals
  - Selecting underwriter(s) or bank participant(s)
  - Analyzing financing alternatives
  - Advising on the method of sale

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Historical Perspective

Title	Dated Date	Security Type	Tax Type	Issue Amount	Outstanding
Various Purpose Bonds, Series 2017	4/19/2017	General Obligation	Limited	$2,600,000	$2,350,000
Various Purpose Ref. Bonds, Series 2016	4/26/2016	General Obligation	Limited	7,185,000	6,220,000
Various Purpose Ref. Bonds, Series 2012	12/28/2012	General Obligation	Limited	7,705,000	6,210,000
Water System Impr. Bonds, Series 2012	9/29/2012	General Obligation	Limited	960,000	424,800
Sewer System Impr. Bonds, Series 2012	8/9/2012	General Obligation	Limited	350,000	185,700
Various Purpose Ref. Bonds, Series 2006	5/16/2006	General Obligation	Limited	9,720,000	-
Capital Facilities Bonds, Series 2005	6/15/2005	General Obligation	Limited	8,055,000	-
Capital Facilities Bonds, Series 2003	4/15/2003	General Obligation	Limited	4,300,000	-
Capital Facilities Bonds (2000)	7/1/2000	General Obligation	Limited	6,165,000	-
Capital Facilities Bonds (1999)	2/15/1999	General Obligation	Limited	8,310,000	-
			Total	$55,350,000	$15,390,500

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Goals and Objectives

- Fund City Community Center
- Fund a portion of Health Care Partner Improvements
- Take advantage of the current interest rate environment
- Review and analyze City's financial position relative to its outstanding debt, operating budget and future capital commitments
- Maintain the City's current "Aa2" bond rating by Moody's
- Plan the timing, sale and distribution of the City's Capital Facilities Bonds

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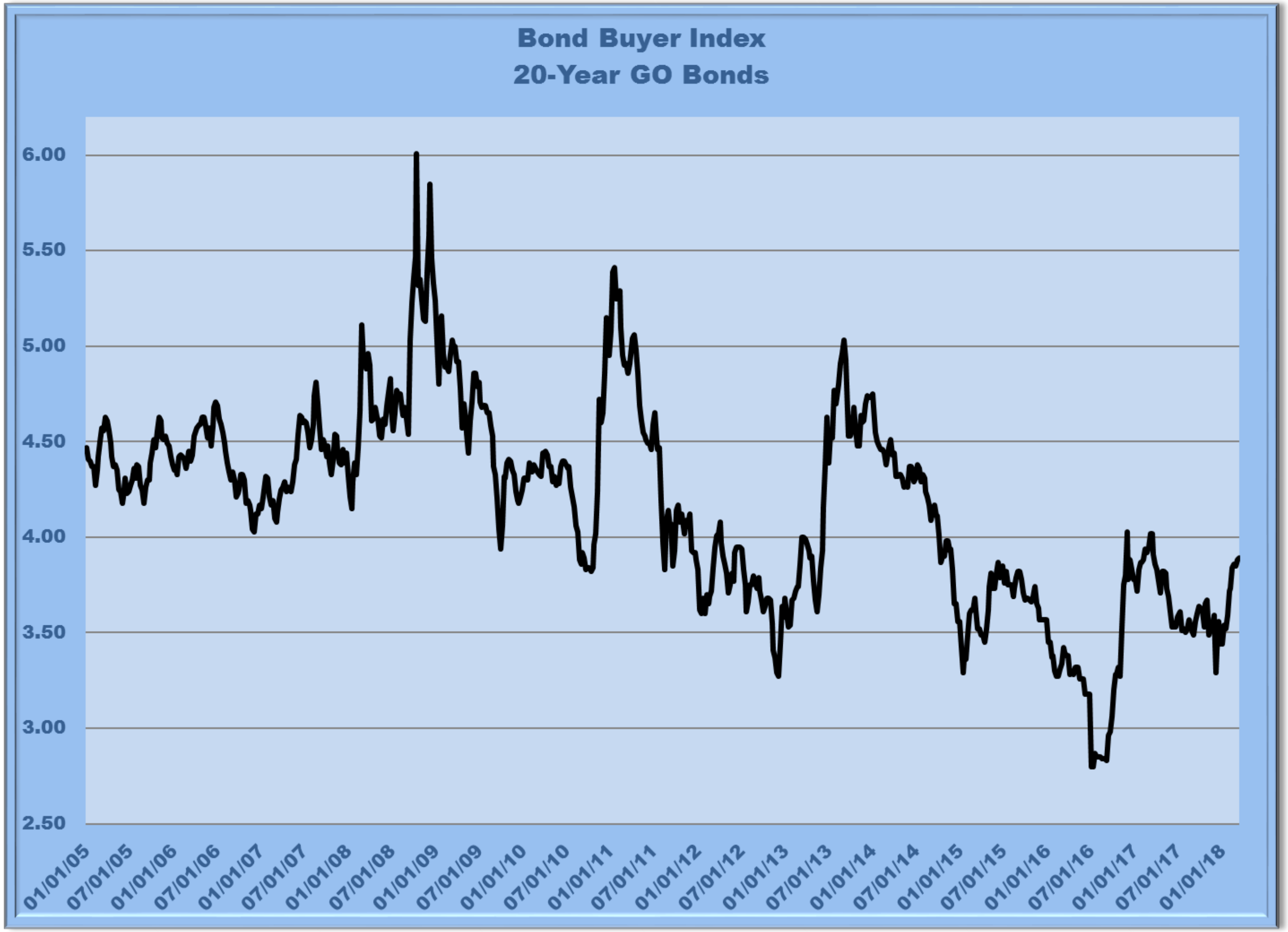
Market Conditions



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Current Project Budget

- Base community center cost is $28.0 million
- Medical office space is budgeted at $5.45 million
- Roof Terrace estimated costs is $400,000
- Costs of issuance are estimated to be approximately $325,000
- Total Project Budget is currently estimated at $34.3 million
- Bond financing expected to be $28.0 million
- Ohio Heath contribution expected to be $3 million up front and $3 million over time
- City contribution estimated to be $3.0 to 3.3 million
- Any cost savings will reduce City's contribution

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Rating Strategy

- City is currently rated "Aa2" by Moody's investor service
- Moody's: Obligations rated Aa are judged to be of high quality and are subject to very low credit risk
- City maintains strong fund balances and has positive financial position
- Recent adoption of debt policy and cash reserve policy is a reflection of strong management practices
- Assessed value and wealth indicators are above average
- Moving from a light to moderate debt burden
- New income tax rate approved by residents will offset credit risk and mitigate any downward pressure on the City's rating

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Plan of Finance

- The Series 2018 Capital Facilities Bonds are expected to be issued August 1, 2018
- Total bond amount of $28,000,000
- Will fund the community center and aquatics
- Thirty year maturity (2048) with principal payments beginning in 2019
- Primary security: General Obligation
- Primary source of repayment: City Income Tax Collections
- Tax-exempt issuance
- Estimated all-in-rate of 3.70%

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Next Steps

- Council reviews and approves the issuance of capital faculties bonds
- Prepare official statement and rating presentation
- Meet with Moody's to discuss financial position of the City in mid-June
- Notice of Sale posted in late June
- Competitive sale of bonds
- Award bonds on or about July 17th
- Finalize bond documents in preparation of closing
- Close bonds on August 1, 2018

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Questions and Discussion

Brian S. Cooper
Umbaugh
614-353-7457
cooper@umbaugh.com

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<u>Human Resources Dept.</u>
Sandra Boller
7232 E. Main Street
Reynoldsburg OHIO 43068
614-322-6868 Phone

ORDINANCE REQUEST

DATE: **April 23, 2018**

TO: **Finance and Administration Committee**

RE: **REQUEST AUTHORIZATION TO CHANGE CHAPTER 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE SECTIONS (a) ADMINISTRATION AND (c) DEVELOPMENT**

Approval:

Completed Brad McCloud	Skipped Jed Hood	Completed Stephen Cicak

REQUEST AUTHORIZATION TO CHANGE CHAPTER 160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE SECTIONS (a) ADMINISTRATION AND (c) DEVELOPMENT

160.02 AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE

Position	Personnel	Classification	Pay Grade
(***a***) ADMINISTRATIVE			
Mayor	1	Unclassified	See Sect.141.01
Auditor	1	Unclassified	See Sect.143.01
City Attorney	1	Unclassified	See Sect.147.03
Asst. City Attorney	1	Unclassified	19
Asst. City Prosecutor	2 p/t	Unclassified	19
City Attorney Secretary	1	Unclassified	15
City Attorney Clerk	1	Classified	12
Mayor's Secretary*	1p/t	Unclassified	15
Clerk of Courts	1	Unclassified	16
Assistant Clerk of Courts	1	Classified	11
Data Entry Operator	1p/t	Classified	6
Data Entry Operator	1	Classified	6
Clerk of Council	1	Unclassified	16
Asst. Clerk of Council ~~**~~	1 p/t	Unclassified	10
Tax Administrator	1	Classified	15
Deputy Auditor	1	Unclassified	15
Auditor's Secretary	1 p/t	Unclassified	10
Finance Manager	1	Classified	21
Civil Service Administrative Assistant	2 p/t	Unclassified	15
Special Events/Media Coordinator	1	Unclassified	12

* Mayor's Secretary to be shared with Human Resources Department

Position	Personnel	Classification	Pay Grade
(***b***) DEPARTMENT OF COMPUTER SYSTEMS			
Director of Computer Systems	1	Unclassified	20
Network Systems Administrator	1	Classified	19
(***c***) DEPARTMENT OF DEVELOPMENT			
Development Director	1	Unclassified	21
Development Director Administrative Assistant~~**~~	1~~pt~~	Unclassified	10
Planning & Zoning Administrator	1	Classified	19

~~** (shared position between Development and Clerk of Council Office)~~

Position	Personnel	Classification	Pay Grade
(***d***) HUMAN RESOURCES DEPARTMENT			
Director of Human Resources	1	Unclassified	20
Human Resources Generalist	1	Unclassified	12

(***e***) PARKS & RECREATION DEPARTMENT

Director	1	Unclassified	20
Administrative Assistant	1	Unclassified	12
Director Senior Citizens Center	1	Classified	16
<u>Position</u>	<u>Personnel</u>	<u>Classification</u>	<u>Pay Grade</u>
Senior Citizens Assistant	2 p/t	Classified	9
Senior Center Activities Instructor	1 p/t	Classified	5
Recreation Superintendent	1	Classified	14
Grounds Superintendent	1	Classified	14
Parks Maintenance –Crew Leader	1	Classified	11
Parks Grounds Maintenance	2	Classified	2
Parks Maintenance	2	Classified	6
Horticulturist	1	Classified	8
Seasonal & Occasional	Variable	Unclassified	See160.03(d) & (e)

(f) POLICE DEPARTMENT

Director of Public Safety	1	Unclassified	26
Chief of Police	1	Classified	26A
Lieutenant	3	Classified	22A
Sergeant	9	Classified	See Chapter 166
Police Officer	57	Classified	See Chapter 166
Dispatcher	8	Classified	See Chapter 162
Support Services Supervisor	1	Classified	16
Property Room Coordinator	1	Classified	10
Property Room Clerk	1p/t	Classified	7
Chief of Police Administrative Assistant	1	Classified	14
Public Service Records Technician	3	Classified	9
Court Specialist	1	Classified	9
Detective Bureau Administrative Assistant	1	Classified	9
Command & Staff Administrative Assistant	1	Classified	10
Accreditation Manager	1 p/t	Classified	10
Court Liaison	2 p/t	Classified	13

(***g***) SERVICE DEPARTMENT

(1) Director of Public Service	1	Unclassified	25
Service Director Administrative Assistant	1	Unclassified	13
Secretary	1	Classified	8
Maintenance Foreman	1	Classified	14
Custodian	2	Classified	5

Attachment: Chapter 160 changes 03262018 (Chapter 160.02 (A) and 160.02 (C))

Maintenance Crew Leader	1	Classified	9
(2) Building Division			
Chief Building Official	1	Classified	19
Asst. Chief Building Inspector	1	Classified	17
Building Inspector I	3	Classified	14
Administrative Assistant	1	Classified	11
Code Compliance Officer	2	Classified	6
(3) Water/Wastewater Division			
Superintendent	1	Classified	18
Asst. Superintendent	1	Classified	15
Maintenance Spec/Equip Operator	5	Classified	10
Maintenance Spec/Equip Operator	1p/t	Classified	10
Billing Supervisor	1	Classified	13
Account Clerk 2	4	Classified	7
(4) Street Division			
Superintendent	1	Classified	17
Asst. Superintendent	1	Classified	15
Administrative Assistant	1	Classified	8
(To be shared with Storm Water Utility Division)			
Maintenance Spec/Equip Operator	5	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Storm Water Utility Division)			
Fleet Maintenance Supervisor	1	Classified	14
Fleet Maintenance Technician	1	Classified	10
(4)(a) Storm Water Utility Division			
Asst. Superintendent	1	Classified	13
Administrative Assistant	1	Classified	8
(To be shared with Street Division)			
Pollution Control Technician	1	Classified	10
Maintenance Spec/Equip Operator	1	Classified	10
Maintenance Spec/Equip Operator	1*	Classified	10
(To be shared with Street Division)			
(h) DEPARTMENT OF ENGINEERING			
Director of Engineering	1	Unclassified	23