



Authorizing the Executive Director to modify the contract with DesignGroup and expend an additional one million six hundred seventy-nine thousand six hundred seventy-five dollars (\$1,679,675.00), for a total amount not to exceed one million seven hundred seventy-nine thousand six hundred seventy-five dollars (\$1,779,675.00). (TABLED)

SWACO has planned for the design and construction of Education Resource Center (“ERC”) to serve as a hands-on classroom, resource, and activity center for visitors. After evaluation, the existing Administrative Office Building was recommended for use as the expanded ERC facility, and the Board previously approved a contract with DesignGroup for the initial planning and programming phases. These phases are complete, and Staff is proposing to expand the scope of the contract with DesignGroup to include schematic design, permitting, construction administration services, and commissioning of the project. Leadership in Energy and Environmental Design (LEED) elements will be evaluated and incorporated into the design, with the goal of achieving a minimum of a LEED Silver accreditation. The requested contract amount also includes a ten percent (10%) contingency for the project.

Staff therefore recommends the Board authorize the Executive Director to modify the contract with DesignGroup and expend an additional one million six hundred seventy-nine thousand six hundred seventy-five dollars (\$1,679,675.00), for a total amount not to exceed one million seven hundred seventy-nine thousand six hundred seventy-five dollars (\$1,779,675.00).

Requested by: Wes Jordan, Facilities Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to modify the contract with DesignGroup and expend an additional one million six hundred seventy-nine thousand six hundred seventy-five dollars (\$1,679,675.00), for a total amount not to exceed one million seven hundred seventy-nine thousand six hundred seventy-five dollars (\$1,779,675.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: December 10, 2024

Vote:
For: 0 Against: 0 Abs: 0



Patrick King
Chair, Board of Trustees



Danielle Kuskowski, Secretary

Approved as to Form: 

Rebecca L. Egelhoff, Director of Legal Affairs

Resolution Summary

Resolution 045-24: Authorizing the Executive Director to modify the contract with DesignGroup and expend an additional one million six hundred seventy-nine thousand six hundred seventy-five dollars (\$1,679,675.00), for a total amount not to exceed one million seven hundred seventy-nine thousand six hundred seventy-five dollars (\$1,779,675.00). (TABLED)

Requested by: Wes Jordan, Facilities Manager

Summary

- DesignGroup completed the initial planning/programming phase of the project. This resolution is for the remaining design, permitting, construction administration, and commissioning of the project.
- The project includes a new building addition of approximately 9500 sf for use as the AOB.
- The existing AOB will be renovated to serve as the permanent Educational Resource Center and some administrative functions.
- A 10% contingency is included herein.

Purpose & Goals

- Constructing a permanent ERC will allow SWACO's Innovations and Program Department to educate our district about our district's diversion and disposal goals.

Process Used:

- Cooperative Purchasing Competitive Process
 Sole Source/Best Interest Intergovernmental Cooperative Services Agreement

- NA

Fiscal Impact

- Funds to cover these expenditures were included in the 2024-2028 Capital Improvement Plan in the project Buildings – Admin Office (AOB) and Education Resource Center (ERC). The total for this project was originally planned at \$5,000,000 for this portion, but after meeting with consultant(s) this amount will be increased once final numbers are submitted and will be paid for from cash and/or debt proceeds.

Future Action Anticipated

- No further action anticipated.



Adopting the Operating Budget of the Solid Waste Authority of Central Ohio for the year ending December 31, 2025.

This resolution adopts SWACO’s Operating Budget for the year ending December 31, 2025, and authorizes expenditures as detailed in Section 1.

Requested by: Patrick O’Block, Senior Accounting and Finance Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

- 1. The following expenditures relating to the 2025 Operating Budget are hereby approved for the Operating Fund and Program Fund for the year ending December 31, 2025:

Account Category

Table with 2 columns: Account Category and Amount. Rows include Salaries, wages, and benefits (\$17,140,000); Contracts, services, and supplies (\$22,678,000); Grants awarded (\$1,647,000); and Contingency (\$1,244,000).

- 2. The Assistant Executive Director or Executive Director’s Designee is authorized and directed to make all debt service and capital lease payments due during 2025 for long-term and other debt obligations approved by the Board of Trustees.
3. The Assistant Executive Director or Executive Director’s Designee is authorized and directed to pay all solid waste fees and out-of-district fees due and payable for the disposal of municipal solid waste at SWACO facilities.
4. The Assistant Executive Director or Executive Director’s Designee is authorized and directed to deposit into the Landfill Closure Trust Fund established by the Board of Trustees the amounts required by EPA regulation for the calendar year 2025.
5. The Assistant Executive Director or Executive Director’s Designee is authorized to pay contracts previously approved by the Board of Trustees during 2025, which have been included in the calendar year 2025 budget and have remaining unexpended monies at the end of 2024.
6. The obligations of SWACO for the payment of public utility expenses, including but not limited to telephone, electric, gas, water and sewer, and obligations to other governmental entities for licenses, permits, surcharges, taxes, or other fees necessary in the operation of SWACO, are exempt from the expenditure limits established in SWACO’s current procurement policy.
7. Ohio Public Employees Retirement System (“OPERS”): The salaries, wages and benefits budget account category exclude the impact of expenses resulting from the requirement to include the OPERS net pension liability or post-employment benefits liability (GASB 68/75). These amounts are calculated annually for financial statement purposes and reflect the changes in pension benefits, contribution rates and return on investments as calculated by OPERS and reported per SWACO’s proportionate share. These items are outside the control of SWACO and do not have impact on SWACO operations and are therefore exempt from the expenditure limits established within the adopted budget.

8. Sick leave/personal time: SWACO's non-exempt staff receive payouts subsequent to year end for accumulated unused sick and personal leave per policy. These amounts fluctuate annually and are insignificant to the salaries, wages and benefits category. As such, estimates for these amounts are not included within the budget account category and are therefore exempt from the expenditure limits established within the adopted budget.
9. Modifications to the monthly amounts contributed by SWACO and each employee for health care coverage and benefits are hereby approved.
10. The Assistant Executive Director or Executive Director's Designee is directed to provide budget status reports to the Audit and Finance Committee of the Board of Trustees not less than quarterly.
11. This resolution shall be in full force and effect as of January 1, 2025.

Date Approved: December 10, 2024

Vote:

For: 0 Against: 0 Abs: 0


Patrick King
Chair, Board of Trustees


Danielle Kuskowski, Secretary

Approved as to Form: 
Rebecca L. Egelhoff, Director of Legal Affairs



Adopting the 2025 Capital Equipment Plan and the 2025 Capital Outlays Plan.

SWACO Staff developed the 2025 Capital Equipment Plan (“CEP”) and the 2025 Capital Outlays Plan (“COP”) for capital equipment and smaller capital acquisitions relating to the ongoing operation and maintenance of the Franklin County Sanitary Landfill, two (2) SWACO transfer stations, and Model Landfill. The execution of these plans and related expenditures are subject to change based on available resources, financing options available, and actual operating conditions encountered.

Staff therefore recommends the adoption of the CEP and COP, attached hereto as “Exhibit A,” as financial forecasting documents for SWACO’s budgetary and planning process.

Requested by: Patrick O’Block, Senior Accounting and Finance Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

- 1. The SWACO Board of Trustees adopts the 2025 Capital Equipment Plan (“CEP”) and the 2025 Capital Outlays Plan (“COP”), attached hereto as “Exhibit A,” as the financial forecasting documents for SWACO’s planning purposes.
2. This resolution shall be in full force and effect as of January 1, 2025.

Date Approved: December 10, 2024

Vote: For: 6 Against: 0 Abs: 0

Signature of Patrick King, Chair, Board of Trustees

Signature of Danielle Kuskowski, Secretary

Approved as to Form:

Signature of Rebecca L. Egelhoff, Director of Legal Affairs

Adopting the 2025 Capital Equipment Plan and the 2025 Capital Outlays Plan.

Exhibit A

2025 Capital Equipment Plan (CEP)		
Project	Quantity	Cost Estimate
Caterpillar Certified Component Rebuild on Unit 256	1	\$ 650,000
Caterpillar Certified Component Rebuild on Unit 257	1	650,000
Caterpillar Certified Component Rebuild on Unit 234	1	410,000
Wheel Loader for JP Transfer Station (replaces unit 249) w/fire suppression	1	625,000
Wheel Loader for JP Transfer Station (replaces unit 250) w/fire suppression	1	625,000
New Landfill Tipper (replaces unit 393)	1	825,000
Transfer Tipper Trailer (replacements)	7	890,000
Transfer Tractor (replacing units 485,484,497,486)	6	1,890,000
New UTV for the Gas Production Department	1	35,000
Snow Blade/Box for Facilities Tractor	1	19,000
New Equipment Trailer	1	14,500
EV SUV for AOB and Programs	1	55,000
EV pickup truck for Operations	1	80,000
Total Capital Equipment		\$ 6,768,500

2025 Capital Outlays Plan (COP)		
Project	Quantity	Cost Estimate
Fire Rover 24/7 Fire Detection System	1	\$ 105,000
Fire Rover 24/7 Fire Detection & Suppression System	4	650,000
Pallet Stretch Wrap and Scale Machine	1	12,000
Signs Implementation for the Operations Sign Project	Multiple	500,000
Auto Reading Gas Sensors	1	100,000
Replacement Scales at Morse Road Eco-Station	1	242,750
22' Roll-off Recycle Containers	2	23,500
Bid Software	1	15,000
Cellular extender system for the new OPS building	1	50,000
Total Capital Outlays		\$ 1,698,250

RESOLUTION 049-24



Authorizing the Executive Director to enter into a contract with USI Insurance Services, LLC for the purchase of property insurance policies, waive the procurement requirements, and expend an amount not to exceed three hundred fifty thousand dollars (\$350,000.00).

Since SWACO has environmental and property risks inherent to its facilities, USI Insurance Services, LLC (USI), SWACO's risk management firm, has advised an independent property insurance policy would be beneficial for the agency. Property insurance financially mitigates risk exposures resulting from fire, water damage, wind, flood, and other perils. The property policy includes coverage for buildings, vacant buildings, business property, underground pipes (at a scheduled premises), on-premises vehicle physical damage, and additional business income interruption for up to fifty million dollars (\$50,000,000.00) for standard perils.

Pursuant to Section 10(b) of SWACO's Procurement Policy, the Board may waive any of the requirements in the Policy if it determines that it is in the best interest of SWACO to do so. Since USI has been SWACO's risk management firm for many years and is very familiar with SWACO's operations and potential risks, it would be in the best interest of SWACO to continue with USI and market the policy to multiple carriers for services. As such, Staff requests the Board waive the competitive procurement requirements.

Staff therefore recommends the Board authorize the Executive Director to enter into a contract with USI for the purchase of property insurance policy, waive the procurement requirements in the best interests of SWACO, and expend an amount not to exceed three hundred fifty thousand dollars (\$350,000.00).

Requested by: Patrick O'Block, Senior Accounting and Finance Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to enter into an agreement with USI Insurance Services, LLC for the purchase of property insurance policies and expend an amount not to exceed three hundred fifty thousand dollars (\$350,000.00).
2. Pursuant to Section 10(b) of SWACO's Procurement Policy, it is in the best interest of SWACO to waive the procurement requirements as contained in Section 7 of said Policy.
3. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Adopted: December 10, 2024

Vote:

For: 6 Against: 0 Abs: 0


Patrick King
Chair, Board of Trustees


Danielle Kuskowski, Secretary

Approved as to Form:


Rebecca L. Egelhoff, Director of Legal Affairs

Resolution Summary

Resolution 049-24: Authorizing the Executive Director to enter into a contract with USI Insurance Services, LLC, for the purchase insurance policies, waive the procurement requirements, and expend an amount not to exceed three hundred fifty thousand dollars (\$350,000.00).

Requested by: Patrick O'Block, Senior Accounting and Finance Manager

Summary

- This resolution authorizes the purchase of a property insurance policy to financially mitigate risk exposures to fire, water damage, wind, flood, and other perils.
- The property policy includes coverage for buildings, business property, underground pipes (at a scheduled premises), on-premises vehicle physical damage, and additional business income interruption for up to fifty million dollars (\$50,000,000.00) for standard perils.

Purpose & Goals

- SWACO purchases insurance policies to mitigate risks and exposures.

Process Used:

- Cooperative Purchasing Competitive Process Sole Source/Best Interest
- Although SWACO did not issue a formal Request for Proposals, USI marketed the policy to multiple carriers.

Fiscal Impact

Funds to cover this resolution will be included in the 2025 Operating Budget in the major category insurance and settlements.

Future Action Anticipated

- SWACO will work with its risk management consultant, USI to bind coverage.

RESOLUTION 050-24



Authorizing the Executive Director to enter into a contract with USI Insurance Services, LLC for the purchase of excess liability insurance, waive the procurement requirements, and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000.00).

SWACO purchases excess liability insurance to minimize some of its risk exposures. Excess liability coverage includes general liability, public officials' liability, motor vehicle liability, Ohio employers' liability, employee benefits liability insurance, and Ohio Stop Gap coverage. The insurance includes up to five million dollars (\$5,000,000.00), with one million dollars (\$1,000,000.00) of self-insured retention.

Staff and USI Insurance Services, LLC (USI), SWACO's risk management firm, has determined it to be in SWACO's best interest to consider multiple options for the 2023-24 policy term. Pursuant to Section 10(b) of SWACO's Procurement Policy, the Board may waive any of the requirements in the Policy if it determines that it is in the best interest of SWACO to do so. Since USI has been SWACO's risk management firm for many years and is very familiar with SWACO's operations and potential risks, it would be in the best interest of SWACO to continue with USI and market the policy to multiple carriers for services. As such, Staff requests the Board waive the competitive procurement requirements.

Staff therefore recommends the Board authorize the Executive Director to enter into a contract with USI Insurance Services, LLC for the purchase of excess liability coverage, waive the procurement requirements, and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000.00).

Requested by: Patrick O'Block, Senior Accounting and Finance Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:


1. The Executive Director is authorized to enter into a one (1) year contract with USI Insurance Services, LLC for the purchase of excess liability insurance and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000.00).
2. Pursuant to Section 10(b) of SWACO's Procurement Policy, it is in the best interest of SWACO to waive the procurement requirements as contained in Section 7 of said Policy.
3. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Adopted: December 10, 2024

Vote:
For: 6 Against: 0 Abs: 0


Patrick King
Chair, Board of Trustees


Danielle Kuskowski, Secretary

Approved as to Form: 
Rebecca L. Egelhoff, Director of Legal Affairs

Resolution Summary

Resolution 050-24: Authorizing the Executive Director to enter into a contract with USI Insurance Services, LLC, for the purchase of excess liability insurance, waive the procurement requirements, and expend an amount not to exceed two hundred fifty thousand dollars (\$250,000,00).

Requested by: Patrick O'Block, Senior Accounting and Finance Manager

Summary

- This agreement allows SWACO to acquire a policy designed to minimize those exposures unique to its operations.
- This agreement is solely for the purchase of an excess liability policy placed by USI and includes any fees and/or commissions if applicable.

Purpose & Goals

- SWACO purchases insurance policies to mitigate risks and exposures.

Process Used

- Cooperative Purchasing Competitive Process Sole Source/Best Interest
- USI was selected after obtaining multiple quotes pursuant to SWACO's procurement policy. Several insurance providers were solicited for quotes for excess liability to provide the most comprehensive and competitive policy for SWACO.

Fiscal Impact

Funding for this resolution is provided by:

- Operating Budget Capital Improvement Plan Capital Equipment Plan
- Capital Outlays Plan

Future Action Anticipated

- SWACO will work with USI to bind the policy.



Authorizing the Executive Director to enter into a two (2) year contract with Fire Rover, LLC for the purchase of fire monitoring, detection, and suppression equipment and services, waive the procurement requirements, and expend an amount not to exceed nine hundred ninety thousand dollars (\$990,000.00).

Staff has been exploring a fire monitoring, detection, and suppression system for the transfer stations and a monitoring system for the Franklin County Sanitary Landfill (FCSL). The Fire Rover system is equipped with remote monitoring services and designed to detect and suppress fires within SWACO's high-risk areas inherent to the FCSL and transfer stations. These locations are vulnerable to spontaneous fires, making fire detection and rapid response essential to protecting both personnel and equipment. Implementing the Fire Rover system will enhance SWACO's safety protocols, minimize downtime, and reduce costly damage from fire incidents.

Pursuant to Section 10(a) of SWACO's Procurement Policy, when, after conducting reasonable investigation, it is determined that only one (1) vendor is capable of supplying the required goods or services, it is considered a Sole Source. Fire Rover is the sole provider of the fire monitoring and suppression system with the necessary electronic detection features sought for the SWACO facilities. As such, Staff has determined this vendor is a sole source and requests the Board waive the competitive procurement requirements.

Staff therefore recommends the Board authorize the Executive Director to enter into a two (2) year contract with Fire Rover, LLC for the purchase of fire monitoring, detection, and suppression equipment and services, waive the procurement requirements, and expend an amount not to exceed nine hundred ninety thousand dollars (\$990,000.00).

Requested by: Adam Burleson, Senior Operations Manager

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to enter into a two (2) year agreement with Fire Rover, LLC for the purchase of fire monitoring, detection, and suppression equipment and services and expend an amount not to exceed nine hundred ninety thousand dollars (\$990,000.00)
2. Pursuant to Section 10(a) of the SWACO Procurement Policy, it has been determined that only one (1) vendor is capable of supplying the required goods and services and, therefore, the Board waives the procurement requirements as contained in Section 7 of said Policy.
3. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: December 10, 2024


Patrick King
Chairman, Board of Trustees

Vote: _____
For: _____ Against: _____ Abs: _____

Danielle Kuskowski, Secretary

Approved as to Form:


Rebecca L. Egelhoff, Director of Legal Affairs

Resolution Summary

Resolution 051-24: Authorizing the Executive Director to enter into a two (2) year contract with Fire Rover, LLC for the purchase of fire monitoring, detection, and suppression equipment and services, waive the procurement requirements, and expend an amount not to exceed nine hundred ninety thousand dollars (\$990,000.00).

Requested by: Adam Burleson, Senior Operations Manager

Summary

- SWACO operations has a need for a fire monitoring, detection, and suppression system for the transfer stations and monitoring system for the landfill. The Fire Rover system is equipped with remote monitoring services, is designed to detect, suppress, and prevent fires within SWACO's high-risk areas like the transfer stations and landfill.

Purpose & Goals

- Implementing the Fire Rover system will enhance SWACO's safety protocols, minimize downtime, and reduce costly damage.

Process Used:

- Cooperative Purchasing Competitive Process
 Sole Source/Best Interest Intergovernmental Cooperative Services Agreement

Fiscal Impact

Funding for this resolution is provided by:

- Operating Budget Capital Improvement Plan Capital Equipment Plan Capital Outlays Plan

Future Action Anticipated

- Once equipment is installed, SWACO will maintain a contract with Fire Rover to cover the monthly monitoring expenses.

24-Hour Monitoring



Remote Operation



Transfer Station Fire Suppression Coverage



Landfill Fire
Detection
Unit



AMENDED RESOLUTION 045-24



Authorizing the Executive Director to modify the contract with DesignGroup and expend an additional one million eight hundred forty thousand dollars (\$1,840,000.00), for a total amount not to exceed one million nine hundred forty thousand dollars (\$1,940,000.00).

SWACO has planned for the design and construction of a new Administrative Office Building (“AOB”) and Education Resource Center (“ERC”). The Board previously approved a contract with DesignGroup for the initial planning and programming phases. These phases are now complete, and as per the terms and conditions of the original contract, DesignGroup will be performing the schematic design, permitting, and other construction administration services as needed for the project. Leadership in Energy and Environmental Design (LEED) elements will be evaluated and incorporated into the design, with the goal of achieving a minimum of a LEED Silver accreditation.

Staff therefore recommends the Board authorize the Executive Director to modify the contract with DesignGroup and expend an additional one million eight hundred forty thousand dollars (\$1,840,000.00), for a total amount not to exceed one million nine hundred forty thousand dollars (\$1,940,000.00).

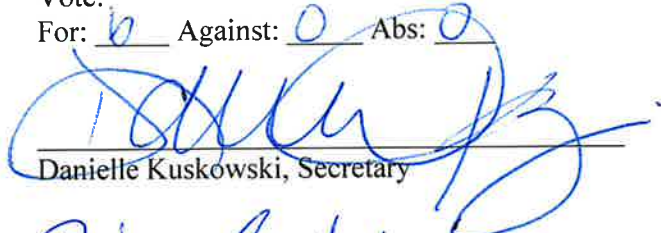
Requested by: Scott Perry, Assistant Executive Director

BE IT RESOLVED by the Board of Trustees of the Solid Waste Authority of Central Ohio that:

1. The Executive Director is authorized to modify the contract with DesignGroup and expend an additional one million eight hundred forty thousand dollars (\$1,840,000.00), for a total amount not to exceed one million nine hundred forty thousand dollars (\$1,940,000.00).
2. This resolution shall be in full force and effect from and immediately upon its adoption.

Date Approved: December 10, 2024


Patrick King
Chair, Board of Trustees

Vote:
For: 6 Against: 0 Abs: 0

Danielle Kuskowski, Secretary

Approved as to Form: 
Rebecca L. Egelhoff, Director of Legal Affairs

Resolution Summary

Resolution 045-24: Authorizing the Executive Director to modify the contract with DesignGroup and expend an additional one million eight hundred forty thousand dollars (\$1,840,000.00), for a total amount not to exceed one million nine hundred forty thousand dollars (\$1,940,000.00). (AMENDED)

Requested by: Scott Perry, Assistant Executive Director

Summary

- The Board previously approved a contract with DesignGroup for the initial planning and programming phases. These phases are now complete, and as per the terms and conditions of the original contract, DesignGroup will be performing the schematic design, permitting, and other construction administration services as needed for the project.
- The project includes renovation of the current AOB to be used as the new ERC, and construction of a new building for use as the future AOB.
- A 10% contingency is included herein.

Purpose & Goals

- Constructing a permanent ERC will allow SWACO's Innovations and Program Department to educate our district about our district's diversion and disposal goals.

Process Used:

- Cooperative Purchasing Competitive Process
- Sole Source/Best Interest Intergovernmental Cooperative Services Agreement
- NA

Fiscal Impact

- Funds to cover these expenditures were included in the 2025-2029 Capital Improvement Plan in the project Buildings – Admin Office (AOB) and Education Resource Center (ERC).
- Operating Budget Capital Improvement Plan Capital Equipment Plan Capital Outlays Plan

Future Action Anticipated

- Additional modifications to the contract funding may be necessary based on the design developed, but the requested amount is the current amount budgeted.

