

**CITY OF LORAIN
SPECIAL CALL BOARD OF CONTROL
AGENDA
FEBRUARY 6, 2026 at 8:45 a.m.**

1. **ROLL CALL**
2. **MATTERS FOR DISCUSSION**
 - a. A request from the Lorain Utilities Department for a purchase to be paid via credit card in the amount of \$5,100.00 with RailPros and or Norfolk & Southern for Norfolk Southern Permit fees related to the repair and construction of the sanitary sewer pipe underneath the Railroad along Root Road. This includes the application fee of \$2,500.00, Risk Fee \$1,900.00 and the Protection Service Fee \$700.00. Funding will come from an account determined by the Auditor.
3. **ADJOURNMENT**



CITY OF LORAIN

Board of Control

2. a.

Meeting Date: 02/06/2026

Subject:

A request from the Lorain Utilities Department for a purchase to be paid via credit card in the amount of \$5,100.00 with RailPros and or Norfolk & Southern for Norfolk Southern Permit fees related to the repair and construction of the sanitary sewer pipe underneath the Railroad along Root Road. This includes the application fee of \$2,500.00, Risk Fee \$1,900.00 and the Protection Service Fee \$700.00. Funding will come from an account determined by the Auditor.

Attachments

BOC Request Form

Permit Fees



**BOARD OF CONTROL
REQUEST FORM**

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in Council Chambers.
(Meeting location, day and time is subject to change with advanced notice)

All requests must be received by no later than 10:00 a.m. on the Tuesdays prior to the meeting, or by 10:00 a.m. one day prior to the meeting when BOC is held on a day other than Wednesday.

<<< Answer all of the following questions for each request submitted >>>

1. Request Date: 2/6/26
2. Name of Department Submitting Request: Lorain Utilities Department
3. Summary of Report: A request from the Lorain Utilities Department for a purchase to be paid via credit card in the amount of \$5,100.00 with RailPros and or Norfolk & Southern for Norfolk Southern Permit fees related to the repair and construction of the sanitary sewer pipe underneath the Railroad along Root Road. This includes the application fee of \$2,500.00, Risk Fee \$1,900.00 and the Protection Service Fee \$700.00. Funding will come from an account determined by the Auditor.
4. Name of Vendor: RailPros and or Norfolk Southern
5. Amount: \$5,100.00
6. Number of account to be used for funding: Account to be determined by the Auditor
7. VENDOR DETAIL

Sole Source Vendor - Yes / No

State Purchasing Vendor - Yes / No

List the names and the quote received from *at least* three vendors for the requested item;
Or, if bids were submitted, use this area to list vendor names and bid amounts.

Vendor #1 _____

Vendor #2 _____

Vendor #3 _____

Vendor #4 _____

8. The Treasurer's Office has verified that the vendor selected is registered with the City. Yes
9. Is the amount requested due to a change order? Yes / No
10. If necessary, has City Council approved and when? _____

Schilens, Pamela

From: Carbonaro, Joseph
Sent: Wednesday, January 28, 2026 10:42 AM
To: Schilens, Pamela
Cc: Culp, Robert
Subject: Fw: Norfolk Southern Permit Fees NS Activity No. 1334669

Pam,

Please begin a BOC request for the fees described below. Please use 6460.6300.1500 (Contractual Services) for the BOC GL. These are fees related to the repair and construction of the sanitary sewer pipe underneath the Railroad along Root Road. Please also mention in the BOC that a waiver of fees has been requested.

Thank you

Joe C

From: Mitch Bruckner <Mitch.Bruckner@railpros.com>
Sent: Wednesday, January 28, 2026 10:19 AM
To: Culp, Robert <Robert_Culp@cityoflorain.org>
Cc: Carbonaro, Joseph <Joseph_Carbonaro@cityoflorain.org>; Betsy Williams <Betsy.Williams@railpros.com>
Subject: Norfolk Southern Permit Fees NS Activity No. 1334669

Warning: Unusual sender <mitch.bruckner@railpros.com>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Bob,

As discussed, below are the fees associated with an NS Permit. If the city would like to request a waiver, we can run those by NS.

Application Fee: \$2,500
Risk Fee: \$1,900
Protection Services Fee: \$700

Also, I spoke with Karnette, she is approving the engineering now and it will be on Real Estate court for an agreement.

Thank you,

Mitch Bruckner
Senior Director - Real Estate



Rail isn't a part of our business, it IS our business.

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