

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING**

**SEPTEMBER 23, 2013**

**PUBLIC OFFICIALS PRESENT**

*Council President Jacob R. Day                      Council Vice President Laura Mitchell  
Mayor James P. Ireton, Jr. (left 6:20 p.m.)      Councilwoman Terry E. Cohen  
Councilwoman Eugenie P. Shields                Councilman Timothy K. Spies*

**IN ATTENDANCE**

*City Clerk Kimberly R. Nichols, CMC, Interim City Administrator M. Thomas (Tom) Stevenson, Jr.,  
City Attorney Mark Tilghman, Public Works Director Michael Moulds, P.E., Internal Services  
Director Keith Cordrey, Police Chief Barbara Duncan, interested citizens and members of the press  
\*\*\*\*\**

**MEDITATION – PLEDGE OF ALLEGIANCE**

*The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President Day called the meeting to order; a moment of silent mediation was held followed by the Pledge of Allegiance.*

**COMMUNITY ORGANIZATION PRESENTATION – Women Supporting Women**

*Ms. Mary Henderson, Coordinator for Women Supporting Women joined Council to announce that October is Breast Cancer Awareness Month. She reported on the local services and support the organization provides to women and men who have been diagnosed with breast cancer, and announced that the 12<sup>th</sup> Annual Walk for Awareness will be held on October 12, 2013.*

**PRESENTATIONS – Mayor James P. Ireton, Jr.**

- *Certificate of Appreciation – Mayor Ireton presented a Certificate of Appreciation to Gerri Bell for five (5) years of service on the Mayor’s Recycling Advisory Committee.*
- *Proclamation – Mayor Ireton presented a proclamation to Mrs. Mary Black Pinkett, past City Councilwoman and school teacher for forty (40) years who turned 100 years old in August. Mayor Ireton invited the public to the corner of Fitzwater Street and Pearl Street on Thursday, September 26, 2013 at 3:00 p.m. for the unveiling of “Mary Pinkett Way.”*

**ADOPTION OF LEGISLATIVE AGENDA**

*Mrs. Mitchell moved and Mrs. Shields seconded to adopt the legislative agenda.*

*Mrs. Shields moved to amend the legislative agenda by removing Resolution No. 2330 – accepting funding from the Local Government Insurance Trust for the Salisbury Police Department’s tactical*

*team, S.W.A.T. for training pertaining to legal and liability management and emergency response operations, from the Consent Agenda to be placed immediately following the Consent Agenda.*

*The legislative agenda was unanimously approved as amended.*

**CONSENT AGENDA** – presented by City Clerk Kim Nichols

*The Consent Agenda, as amended and consisting of the following items, was unanimously approved on a motion by Mrs. Mitchell that was seconded by Mr. Spies:*

- September 3, 2013 work session minutes
- September 9, 2013 regular meeting minutes
- Resolution No. 2329 – reappointing Chris Roberts to the City Park Committee for the term ending 6/30/2016
- Resolution No. 2331 – agreeing to the extension of the Acting Status for Acting Salisbury Police Sergeant Brian Whitman and Acting Salisbury Police Corporal Eric Baker, both assigned to the Patrol Division

**RESOLUTION NO. 2330** – accepting funding from the Local Government Insurance Trust for the Salisbury Police Department's tactical team, S.W.A.T. for training pertaining to legal and liability management and emergency response operations

*Ms. Cohen moved and Mrs. Mitchell seconded to approve Resolution No. 2330.*

*Mr. Tim Ailsworth, Executive Director for Local Government Insurance Trust (LGIT), joined Council at the podium and presented Chief Duncan the check to the City of Salisbury in the amount of \$3049.00 to send five (5) members of the Police Department to Ohio to learn practices to help prevent lawsuits.*

*Resolution No 2330 was unanimously approved.*

**AWARD OF BIDS** – presented by Internal Services Director Keith Cordrey

*The following items were unanimously approved as presented on a motion by Mrs. Mitchell that was seconded by Mr. Spies:*

- Declaration of surplus equipment – Cellebrite - \$0.00
- Change Order #2 to Contract A-24-13 - \$38,000.00
- Change Order #2 to Contract A-22-12 R-1 - \$180,000.00

**RESOLUTIONS**– presented by Interim City Administrator Tom Stevenson

- Resolution No. 2332 – Charter Amendment – to amend the Charter of the City of Salisbury, MD by deleting references to the Assistant Director of Internal Services-Finance and replacing that position with an Assistant Director of internal Services-Finance Operations

and an Assistant Director of Internal Services-Finance Accounting in § SC7-1 and § SC7-25

On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Resolution No. 2332 was unanimously approved as presented.

- Resolution No. 2334 – consenting to the assignment of a disposition contract between the City of Salisbury and G Plus Properties, LLC which sets forth the terms and conditions of the sale and redevelopment of the Old Fire Station #16

Mrs. Shields moved and Mr. Spies seconded to approve Resolution No. 2334.

Mr. Bradley Gillis joined Council at the podium and explained that G Plus Properties, LLC was an entity set up for his father, Palmer Gillis, himself, and the remaining three partners. Devreco, LLC is an entity that the same five (5) partners own, except that the equities are divided out differently.

Resolution No. 2334 was unanimously approved as presented.

- Resolution No. 2335 – providing a payment in lieu of taxes (PILOT) to the development of rental housing, located at 660-680 Fitzwater Street

Mrs. Mitchell moved and Mrs. Shields seconded to approve Resolution No. 2335.

Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend Resolution No. 2335 by striking on Line 58 of the PILOT agreement: “, or until one of the following occurs: (a) the Project is not used for the provision of rental housing and related facilities to low income households at limited rents, pursuant to the Extended Use Covenant; or (b) the Project does not comply with Section 7-506.1 of the Tax Property Article of the Annotated Code of Maryland, as amended.” and inserting “and the portion of the property to be maintained for lower income persons shall remain as housing for lower income persons for a term of at least forty (40) years pursuant to Section 7-506.1(a)(2)(iv)2.”

Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to 1) amend Resolution No. 2335 by striking “President of the City Council” and inserting “Mayor” on Line 37, and 2) amend the PILOT agreement by striking “City Council President” and inserting “Mayor” on Line 37 and striking “Jacob R. Day, President” and inserting “James Ireton, Jr., Mayor” on the signature line (Line 146).

After discussion, Ms. Cohen moved to postpone the vote of Resolution No. 2335 to a later date. Mr. Spies seconded, and the motion failed on a 2-3 vote, with Ms. Cohen and Mr. Spies casting the “aye” votes.

Resolution No. 2335, as amended, passed on a 4-1 vote, with Ms. Cohen casting the “nay” vote.

ORDINANCES – presented by City Attorney Mark Tilghman

- Ordinance No. 2258 – 2<sup>nd</sup> reading – to eliminate or reduce water or sewer charges for equivalent dwelling units (EDUs) in accordance with Chapter 13.02 of the City Code to encourage development in the Downtown area and the Enterprise Zone

Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2258 for second reading.

City Attorney Mark Tilghman reviewed Lines 49 through 76 which listed the criteria a project must meet in which a developer may submit written documentation to the Director of Public Works to establish eligibility for a project within the EDU Incentive Area.

Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous to amend Ordinance No. 2258 with the following:

- Insert Lines 49 through 76 – the criteria which was read by the City Attorney
- Line 53 – insert “which” after “Enterprise Zone”
- Line 65 – insert “is” after “attention”
- Line 68 – strike “building in” and insert “creating and/or enhancing”
- Line 73 – insert “the” after “in” and “area” after “downtown”

After discussion, Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend Ordinance No. 2258 by striking “allocated” and inserting “reallocated from the former Linens of the Week property” on Line 34.

After further discussion, Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to insert “for use in the EDU Incentive Area.” on Line 34 after “property” and insert “hereby” before “available”.

Therefore, Line 34 was amended to read: Three hundred (300) EDUs are hereby available to be ~~allocated~~ reallocated from the former Linens of the Week property for use in the EDU Incentive Area.

Ordinance No. 2258 for second reading, as amended, was approved on a 4-1 vote with Ms. Cohen casting the “nay” vote.

- Ordinance No. 2260 – 2<sup>nd</sup> reading – approving an amendment to the FY14 General Fund to provide funds to cover the cost for one half-time AmeriCorps member for the 2013-2014 ShoreCorp/Pals Site Partnership Program

On a motion and seconded by Ms. Cohen and Mrs. Shields, respectively, Ordinance No. 2260 for second reading was unanimously approved.

- Ordinance No. 2262 – 1<sup>st</sup> reading – approving a budget amendment of the FY13 General

*Fund to appropriate funds received from the Speed Camera Program for the purchase of a Cellebrite UFED touch*

*Mr. Spies moved and Mrs. Mitchell seconded to approve Ordinance No. 2262 for first reading. After discussing numerous typographical errors in the ordinance, Council unanimously approved Ordinance No. 2262 for first reading with the understanding that Mr. Stevenson would edit the document for second reading on October 14, 2013.*

*Mrs. Mitchell inquired about the possibility of passing one budget amendment for the difference between the budgeted amount for the speed camera funds and the actual received for all of FY13 into a designated line item in the FY14 Budget for public safety as required, rather than having to approve an amendment each time the funds are needed. Messrs. Cordrey and Tilghman will work together to draft the legislation needed to accomplish this.*

- *Ordinance No. 2263 – 1st reading – approving an amendment of the FY13 General Fund Budget to revise positions in the Internal Services Department*

*Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2263 for first reading.*

*On a motion and seconded by Ms. Cohen and Mrs. Shields, respectively, Council unanimously approved to postpone the first reading of Ordinance No. 2263 until the October 14, 2013 Legislative Session or later because it is dependent upon the passage of Charter Amendment Resolution No. 2332, which will become effective on the fiftieth day, which is November 12, 2013.*

## **PUBLIC COMMENTS**

*Two members of the public expressed the following concerns:*

- *Rivers Edge developer is not a non-profit organization and Salisbury taxpayers have already contributed to its subsidy. It doesn't need further tax breaks.*
- *Complaint about property on 803 Federal Street with long grass and furniture on lawn not being enforced*
- *Must get laws in place to correct the problem with repeat offenders*

*Prior to the adjournment of the meeting, Councilman Spies announced that September is National Prostate Cancer Awareness Month and encouraged all men to be tested for prostate cancer.*

*There being no further business for discussion, the meeting adjourned at 8:41 p.m.*

CITY OF SALISBURY, MARYLAND  
CLOSED SESSION  
SEPTEMBER 16, 2013

**TIME & PLACE:** 3:55p.m., Government Office Building -- Council Chambers, Room 301  
**PURPOSE:** to discuss the requested name change from the buyer of the Old Fire Station #16 and the performance evaluation procedures for the City Attorney and City Clerk  
**VOTE TO CLOSE:** Unanimous  
**CITATION:** Annotated Code of Maryland Sections 10-508(a)(1)(14)  
**PRESENT:** Council President Jacob R. Day, Mayor James P. Ireton, Jr., Council Vice President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman Timothy K. Spies, Interim City Administrator Tom Stevenson, City Attorney Mark Tilghman (left at 4:14 p.m.)  
**ABSENT:** Councilwoman Terry E. Cohen

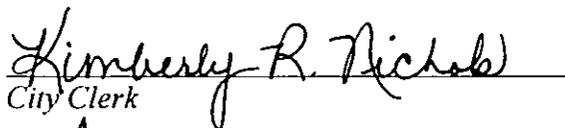
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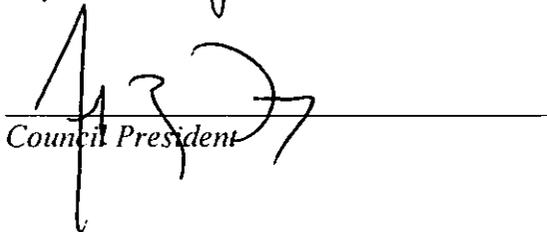
*During the Work Session in Council Chambers, Room 301 of the Government Office Building on September 16, 2013, Mrs. Shields moved and Mrs. Mitchell seconded to convene in Closed Session to discuss the requested name change and the performance evaluation procedures for the City Attorney and City Clerk as permitted under the Annotated Code of Maryland Section 10-508(a)(1)(14). The vote to close the meeting was unanimous and the Closed Session began at 3:55 p.m.*

*City Attorney Mark Tilghman reported on the request to change the name of the buyer of the Old Fire Station #16. Council reached unanimous consensus to discuss the request with the owner on September 17, 2013 at 9:30 a.m. in Special Session in Conference Room #306.*

*Council discussed the procedures for evaluating the performance of the City Attorney and City Clerk and reached unanimous consensus to continue moving forward with the process.*

*At 4:38 p.m., on a motion and a second by Mr. Spies and Mrs. Shields, respectively, the vote was unanimous to adjourn the Closed Session and to return to Open Session. Thereafter, President Day provided the statement out to the public and adjourned the meeting.*

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Council President

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190  
Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

September 23, 2013

1.	Surplus Equipment-Cellebrite	-\$0-
2.	Change Order #2 to Contract A-24-13	\$38,000.00
3.	Change Order #2 to Contract A-22-12 R-1	\$180,000.00

# City of Salisbury



MARYLAND



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190  
Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

SEPTEMBER 23, 2013

To: Mayor and City Council

Subject: Surplus Item-Cellebrite UFED System

The Procurement Division received a request from the Salisbury Police Department to declare a Cellebrite UFED System, Serial Number 5573951 as surplus.

Upon declaration of surplus, as approved by Council, the aforementioned equipment will be traded-in towards purchase of new equipment. Additional details are noted in the department memo.

Thank you,

Tom Tengman  
Acting Assistant Director of Internal Services-Procurement & Parking

# City of Salisbury



JAMES IRETON JR.  
MAYOR

TOM STEVENSON  
ACTING CITY ADMINISTRATOR



Maryland  
699 W. SALISBURY PARKWAY  
SALISBURY, MD 21801  
TEL: 410-548-3165



BARBARA DUNCAN  
CHIEF OF POLICE

To: Keith Cordrey  
From: Captain Scott Kolb  
Date: September 18, 2013  
Subject: Surplus Equipment – Cellebrite

The Salisbury Police Department respectfully requests to surplus a piece of equipment identified as (Cellebrite UFED System), serial number # 5573951. This equipment has a value of \$4,000.00 and will be returned to the vendor and exchanged for the new equipment being purchased.

A handwritten signature in black ink, appearing to read "Scott A. Kolb", written over a horizontal line.

Scott A. Kolb

Criminal Investigation Commander

# City of Salisbury



MARYLAND



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190  
Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

September 23, 2013

TO: Mayor and City Council

SUBJECT: Change Order #2 to Contract No. A-24-13  
Citywide Pavement Milling

The Procurement Department received a request from Public Works Department to process Change Order #2 for Contract No. A-24-13 Citywide Pavement Milling in the amount of \$38,000.00; with Rota-Mill, Inc. This Change Order proposes adding additional roadway milling included in the FY14 CIP. Additional details are noted in the department memo.

Funds are available in account number 31000-534318 "Street Maintenance Program".

The Procurement Department requests Council's approval to approve Change Order #2 as noted above to Rota-Mill in the amount of \$38,000.00.

Thank you,

Tom Tengman  
Acting Assistant Director Internal Services-Procurement & Parking

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

TOM STEVENSON  
ACTING CITY ADMINISTRATOR

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

Tel: 410-548-3170  
Fax: 410-548-3107

MICHAEL S. MOULDS, P.E.  
DIRECTOR OF PUBLIC WORKS

To: Catrice Parsons, Assistant Director Internal Services - Procurement

From: Michael S. Moulds, Director of Public Works *MSM*  
 Amanda Pollack, Deputy Director *AP*  
 James Trott, Engineering Technician *JT*

Subject: Change Order No. 2 - Contract No. A-24-13 P.O. 02130231  
 Citywide Pavement Milling

Salisbury Public Works requests the City of Salisbury Internal Services Department, Procurement Division process Change Order #2, in the amount of \$38,000.00. This contract is a yearly contract and is utilized as funds are made available for requested projects.

This change order #2 is to add roadway milling of the FY14 CIP Streets to the Annual Milling Contract A-24-13 as approved in the FY14 budget. These streets are as follows:

- Camden Avenue ..... (Carroll Street to South Boulevard)
- Camden Avenue ..... (College Avenue to City Limits)
- Dover Street ..... (Route 13 to Johnson Street)
- Forest Lane ..... (Camden Avenue to Russell Avenue)

Funds will be encumbered from the following account for the work mentioned above:

31000-534318 – Street Maintenance Program.....	\$ 38,000.00
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**CHANGE ORDER**

#2

PROJECT: Contract No. A-24-13  
Citywide Pavement Milling

P.O. NO: 02130231

TO: Ms. Ruth Mast  
Rota-Mill Inc.  
784 Memorial Highway  
Oley, PA 19547

CHANGE ORDER NO: 2  
INITIATION DATE: 09-03-13  
CONTRACT DATE: 01-22-13  
ACCOUNT NO: 31000-534318

You are directed to make the following changes in this contract:

This change order #2 is to add roadway milling of the FY14 CIP Streets to the Annual Milling Contract A-24-13 as approved in the FY14 budget. These streets are as follows:

- Camden Avenue ..... (Carroll Street to South Boulevard)
- Camden Avenue ..... (College Avenue to City Limits)
- Dover Street ..... (Route 13 to Johnson Street)
- Forest Lane ..... (Camden Avenue to Russell Avenue)

Not valid until signed by the Owner and Department Head.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was .....	\$ <u>24,363.00</u>
Net change by previously authorized Change Orders .....	\$ <u>42,502.00</u>
The Contract Sum prior to this Change Order was .....	\$ <u>66,865.00</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this Change Order .....	\$ <u>38,000.00</u>
The new Contract Sum including this Change Order will be.....	\$ <u>104,865.00</u>
The Contract Time will be (increased), (decreased), (unchanged) by this Change Order by ( ) days or ( 4 ) month	
The date of substantial completion as of the date of this Change Order .....	
therefore is .....	<u>May 01, 2014</u>

**AUTHORIZED:**

BY: _____ Mike Moulds, P.E. Director of Public Works  DATE: _____	Vendor: _____  BY: _____ Printed name  _____ Title	BY: _____ Tom Tengman, Acting Assistant Director of Internal Services-Procurement Division  DATE: _____
BY: _____ Keith A. Cordrey Director of Internal Services  DATE: _____	BY: _____ Sign for Identification  DATE: _____	Funding/Bid Award As Approved by City Council  By: _____ Jacob R. Day President, City Council  DATE: _____
BY: _____ Mark Tilghman City Solicitor  DATE: _____		

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

VACANT  
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Salisbury



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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

September 23, 2013

TO: Mayor and City Council  
SUBJECT: Change Order #2 to Contract No. A-22-12 R-1  
Citywide Blacktop Program

The Procurement Department received a request from Public Works Department to process Change Order #2 for Contract No. A-22-12 R-1 Citywide Blacktop Program in the amount of \$180,000.00; with George & Lynch, Inc. This Change Order proposes adding additional roadway paving included in the FY14 CIP. Additional details are noted in the department memo.

Funds are available in account number 31000-534318 "Street Maintenance Program".

The Procurement Department requests Council's approval to approve Change Order #2 as noted above to George & Lynch, Inc. in the amount of \$180,000.00.

Thank you,

Tom Tengman  
Acting Assistant Director Internal Services-Procurement & Parking

# City of Salisbury



MARYLAND



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3170  
Fax: 410-548-3107

MICHAEL S. MOULDS, P.E.  
DIRECTOR OF PUBLIC WORKS

JAMES IRETON, JR.  
MAYOR

TOM STEVENSON  
ACTING CITY ADMINISTRATOR

To: Catrice Parsons, Assistant Director Internal Services - Procurement

From: Michael S. Moulds, Director of Public Works *MSM*  
Amanda Pollack, Deputy Director *AP*  
James Trott, Engineering Technician *JT*

Subject: Change Order No. 2 - Contract No. A-22-12 R-1 P.O. 02130208  
Citywide Blacktop Program

Salisbury Public Works requests the City of Salisbury Internal Services Department, Procurement Division process Change Order #2, in the amount of \$180,000.00. This contract is a yearly contract and is utilized as funds are made available for requested projects.

This change order #2 is to add the paving of the FY14 CIP Streets to the Annual Paving Contract A-22-12 R1 as approved in the FY14 budget. These streets are as follows:

- Camden Avenue ..... (Carroll Street to South Boulevard)
- Camden Avenue ..... (College Avenue to City Limits)
- Dover Street ..... (Route 13 to Johnson Street)
- Forest Lane ..... (Camden Avenue to Russell Avenue)

Funds will be encumbered from the following account for the work mentioned above:

31000-534318 - Street Maintenance Program.....\$ 180,000.00

**CHANGE ORDER**

#2

PROJECT: Contract No. A-22-12 R-1  
Citywide Blacktop Program

P.O. NO: 02130208

TO: Mr. Dennis Dinger  
George & Lynch  
150 Lafferty Lane  
Dover, DE 19901

CHANGE ORDER NO: 2  
INITIATION DATE: 09-03-13  
CONTRACT DATE: 02-15-13  
ACCOUNT NO: 31000-534318

You are directed to make the following changes in this contract:

This change order #2 is to add the paving of the FY14 CIP Streets to the Annual Paving Contract A-22-12-R1 as approved in the FY14 budget. These streets are as follows:

Camden Avenue .....(Carroll Street to South Boulevard)  
Camden Avenue .....(College Avenue to City Limits)  
Dover Street .....(Route 13 to Johnson Street)  
Forest Lane .....(Camden Avenue to Russell Avenue)

Not valid until signed by the Owner and Department Head.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum was .....	\$ <u>165,000.00</u>
Net change by previously authorized Change Orders .....	\$ <u>230,000.00</u>
The Contract Sum prior to this Change Order was .....	\$ <u>395,000.00</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this Change Order .....	\$ <u>180,000.00</u>
The new Contract Sum including this Change Order will be.....	\$ <u>575,000.00</u>
The Contract Time will be (increased), (decreased), (unchanged) by this Change Order by ( ) days or ( 6 ) month	
The date of substantial completion as of the date of this Change Order..... therefore is .....	<u>May 01, 2014</u>

**AUTHORIZED:**

BY: _____ Mike Mounds, P.E. Director of Public Works DATE: _____	Vendor: _____ BY: _____ Printed name _____ Title BY: _____ Sign for Identification _____ DATE: _____	BY: _____ Tom Tengman, Acting Asst. Director of Internal Services-Procurement Division DATE: _____
BY: _____ Keith A. Cordrey Director of Internal Services DATE: _____		Funding/Bid Award As Approved by City Council By: _____ Jacob R. Day President, City Council DATE: _____
BY: _____ Mark Tilghman City Solicitor DATE: _____		