

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING**

**OCTOBER 28, 2013**

**PUBLIC OFFICIALS PRESENT**

*Council President Jacob R. Day  
Mayor James P. Ireton, Jr.  
Councilwoman Terry E. Cohen*

*Council Vice President Laura Mitchell  
Councilwoman Eugenie P. Shields  
Councilman Timothy K. Spies*

**IN ATTENDANCE**

*City Clerk Kimberly R. Nichols, CMC, City Attorney Mark Tilghman, Police Chief Barbara Duncan, Building, Permitting, and Inspections Director Bill Holland, IT Director Bill Garrett, Fire Chief Rick Hoppes, Zoo Director Ralph Piland, Public Works Director Mike Moulds, Public Works Deputy Director Amanda Pollack, Community Development Director Debbie Stam, Internal Services Director Keith Cordrey, Interim Neighborhood Services and Code Compliance Director Susan Phillips, Human Resources Manager Jeanne Loyd, 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.*

**CERTIFICATES OF RECOGNITION** – presented by Mayor James P. Ireton, Jr.

*Mayor Ireton presented a Certificate of Recognition to Salisbury University (SU) Head Coach Jim Berkman, the coach with the most wins in NCAA men's lacrosse history with a 419-43 (.907) record at SU. Coach Berkman was inducted into the National Lacrosse Hall of Fame on October 26, 2013 in a ceremony at the Grand Lodge Hunt Valley, MD.*

*Also recognized by Mayor Ireton were the coaches, staff and members of the Salisbury University Women's Lacrosse Team, winners of the 2013 NCAA Division III Championship on May 19, 2013.*

*Certificates of Recognition were presented to: Head Coach Jim Nestor; Assistant Coaches Liz Filgueras, Rebecca Michalski, Allie Wheatley, and Anna Sparr; Athletic Trainers Alyssa Fisher and Chelsea Klein; Team Managers Haley Hines and Emily McBee; and team members Halie Lear, Melissa Webster, Shannon Carta, Samantha Duranti, Meghan Toomey, Laura Maskell, Allison Toomey, Kara O'Rourke, Alyssa Hardesty, Shelby Nemecek, Maggie Roundy, Elizabeth Anderson, Summer Washburn, Alyssa Harmke, Lauren Feusahrens, Dominique DiPino, Kara Koolage, Katelyn Blondino, Hayden Hutzell, Katie Bollhorst, Bethany Baer, Kate Haker, Jess Crew, Kylie Hanley, Kat Gartner, Katelin Talbert, Chelsea Weinstein, and Ashton Wheatley.*

**COMMUNITY ORGANIZATION PRESENTATION** – presented by Stacey Weisner

*Ms. Stacey Weisner, Delmarva Zoological Society (DZS) Executive Director, joined Council at the table after offering t-shirts and donation canisters to the Mayor, City Council, City Clerk, City Attorney, and Interim City Administrator. She reported on the **Just Zoo It** Halloween fundraiser in which children in the Lower Shore schools will be asking for donations for capital improvement projects at the Salisbury Zoo while Trick or Treating. The **Just Zoo It** campaign has raised more than \$55,000 in just three years with all monies going directly to help Renew the Zoo. She provided the following web address for online donations: [www.RenewTheZoo.com](http://www.RenewTheZoo.com).*

**ADOPTION OF LEGISLATIVE AGENDA**

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

*Mrs. Mitchell motioned to remove the October 7, 2013 Work Session minutes from the consent agenda to be placed directly after the consent agenda.*

*The legislative agenda, as amended, was unanimously approved.*

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

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

- *October 7, 2013 closed session minutes*
- *October 14, 2013 regular meeting minutes*
- *Resolution No. 2345 – appointing Lynne Pollitt Bratten to the Housing Board of Adjustments & Appeals*
- *Resolution No. 2346 – appointing Michael Ian Welker to the Friends of Poplar Hill Mansion Board of Directors for a term ending 10/31/2016*
- *Resolution No. 2347 – appointing David A. Plotts to the City Park Committee for a term ending 10/31/2016*

**OCTOBER 7, 2013 WORK SESSION MINUTES**

*Mrs. Mitchell moved and Ms. Cohen seconded to approve the October 7, 2013 Work Session minutes.*

*Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend the minutes by inserting on Line 92 after the word “increase”, “with the exception of certain members of the Salisbury Police Department,”.*

*The October 7, 2013 Work Session minutes, as amended, were unanimously approved.*

**AWARD OF BIDS** – presented by Deputy Director Internal Services – Procurement Jennifer Miller

Mrs. Shields moved and Mrs. Mitchell seconded to approve the Award of Bids.

Mrs. Mitchell expressed concern that the full price of the refuse truck was budgeted (RFP01-14) for purchase, yet it is now being proposed for lease. Mrs. Shields questioned whether the items #2 and #3 were referring to the same refuse truck, and was concerned it may be a mistake.

On a motion by Mrs. Mitchell, seconded by Ms. Cohen, and by unanimous vote in favor, items #2, Lease Services for Refuse Truck Contract RFP01-14 (\$261,629.65) and #3, Purchase of Refuse Truck \$247,062.93) were removed from the Award of Bids.

The amended Award of Bids, consisting of the following items, was unanimously approved:

- Caprice Police Patrol Vehicles Contract 103-14 - \$168,655.00
- Waverly Drive Water Quality Inlets Contract 115-13 - \$494,085.60

**ORDINANCES** – presented by City Attorney Mark Tilghman

- Ordinance No. 2263 – 1<sup>st</sup> reading – approving an amendment of the FY14 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.

Mr. Tilghman suggested that position No. 1., Deleting Assistant Director of Finance, must occur in the Charter and should be omitted from Ordinance No. 2263 because a separate Charter amendment to delete it from the Charter will have to be done.

Mrs. Mitchell moved to delete No. 1 in the first chart, beginning on Line 18 and to move the other line numbers up so that there are numbers one through five only. Mrs. Shields seconded, and the vote was unanimous.

Ordinance No. 2263 for first reading, as amended, was unanimously approved.

- Ordinance No. 2264 – 2<sup>nd</sup> reading – approving a budget amendment for the FY13 General Fund to appropriate funds received from the Speed Camera Program for purchase of eight (8) Glock training handguns for simunitions training

On a motion and seconded by Ms. Cohen and Mrs. Mitchell, respectively, Ordinance No. 2264 for second reading was unanimously approved.

- Ordinance No. 2265 – 1<sup>st</sup> reading – amending Chapter 15.27 Property Maintenance Habitual Offender of the Salisbury Municipal Code. These amendments strengthen the original legislation by lowering the threshold by which a property owner can be designated

*a chronic nuisance property owner.*

*Mrs. Mitchell moved and Mr. Spies seconded to approve Ordinance No. 2265 for first reading.*

*Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous to amend Ordinance No. 2265 by the making following changes:*

- *Line 101 – strike first “owner”, insert “changes” and insert “new” before second “owner”*

*Council asked Mr. Tilghman to review the question of using the term “housing official” in the Code interchangeably with “Director of the Department of Neighborhood Services and Code Compliance” in time for second reading of Ordinance No. 2265.*

*Susan Phillips, Interim Neighborhood Services and Code Compliance Director, preferred the effective date beginning at January 1<sup>st</sup>. Mrs. Mitchell’s motion to correct the use of the housing official term was tabled until the second reading of Ordinance No. 2265, when all amendments will be addressed.*

*Ordinance No. 2265, as amended, for first reading, was unanimously approved.*

- *Ordinance No. 2266 – 1<sup>st</sup> reading – approving an amendment of the FY14 General Fund budget to adjust the City’s Pay Plan with new rates assigned to grades and steps*

*Mrs. Shields moved and Mrs. Mitchell seconded to approve Ordinance No. 2266 for first reading.*

*Ordinance No. 2266 for first reading was approved on a 4-0 vote. (Ms. Cohen abstained from the voting.)*

- *Ordinance No. 2267 – 1<sup>st</sup> reading – approving an amendment of the FY14 General Fund budget to adjust position grade assignments*

*Upon a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively Ordinance No. 2267 for first reading was approved on a 4-0 vote. (Ms. Cohen abstained from the voting.)*

- *Ordinance No. 2268 – 1<sup>st</sup> reading – approving an amendment of the FY14 General Fund, Water & Sewer Fund, and Parking Fund budgets to appropriate funds to cover increases in employee compensation*

*Upon a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Ordinance No. 2268 for first reading was approved on a 4-0 vote. (Ms. Cohen abstained from the voting.)*

*There being no public comments or further discussion, the meeting adjourned at 8:34 p.m.*

CITY OF SALISBURY, MARYLAND  
CLOSED SESSION  
OCTOBER 21, 2013

*TIME & PLACE:* 1:32 p.m., Government Office Building – Council Chambers, Room 301  
*PURPOSE:* to consider options to acquire real property for a public purpose and to receive an update from counsel on pending or potential litigation  
*VOTE TO CLOSE:* Unanimous  
*CITATION:* Annotated Code of Maryland Sections 10-508(a)(3)(8)  
*PRESENT:* Council President Jacob R. Day, Mayor James P. Ireton, Jr., Council Vice President Laura Mitchell, Councilman Timothy K. Spies, Interim City Administrator Tom Stevenson, City Clerk Kimberly R. Nichols, Fire Chief Rick Hoppes, City Attorney Mark Tilghman  
*ABSENT:* Councilwoman Terry E. Cohen, Councilwoman Eugenie P. Shields

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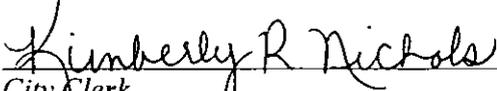
*Council convened in Open Session in Council Chambers, Room 301 of the Government Office Building on October 21, 2013. Mr. Spies moved and Mrs. Mitchell seconded to convene in Closed Session to consider the acquisition of real property for a public purpose and to receive an update from counsel about pending or potential litigation as permitted under the Annotated Code of Maryland Section 10-508(a)(3)(8). The vote to close the meeting was unanimous and the Closed Session began at 1:32 p.m.*

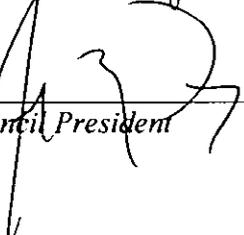
*After Council discussed the possible purchase of the real property, they reached unanimous consensus on how Administration should proceed.*

*Council received an update on potential litigation. No consensus was reached nor action taken.*

*At 2:52 p.m., on a motion and a second by Mrs. Mitchell and Mr. Spies, respectively, the vote was unanimous to adjourn the Closed Session.*

*Thereafter, prior to convening in the regularly scheduled Work Session, President Day provided the statement out to the public that Council had met in Closed Session, discussed options to acquire real property, and received an update from legal counsel on pending litigation.*

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

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

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

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Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

October 28, 2013

- |   |              |
|---|--------------|
| 1. Caprice Police Patrol Vehicles Contract 103-14     | \$168,655.00 |
| 2. Lease Services for Refuse Truck Contract RFP 01-14 | \$261,629.65 |
| 3. Purchase of Refuse Truck                           | \$247,062.93 |
| 4. Waverly Drive Water Quality Inlets Contract 115-13 | \$494,085.60 |

# City of Salisbury



MARYLAND

## COUNCIL AGENDA

October 28, 2013

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR



125 NORTH DIVISION STREET  
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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

TO: Mayor and City Council

SUBJECT: Recommendation of Award Contract 103-14  
Caprice Police Patrol Vehicles

The City of Salisbury Internal Services Department-Procurement Division received a request from the Salisbury Police Department to solicit bids for five (5) new Caprice Police Patrol Vehicles.

Under Contract 103-14, the Procurement Division requested bids for the aforementioned vehicles. The Procurement Division followed standard bid practices by advertising in the Daily Times, on the City of Salisbury's website, utilizing the City's vendor list, and advertising on the State of Maryland's website; eMaryland Marketplace. A total of six (6) vendors were sent the bid package with two (2) vendors submitting a bid by the due date on August 29, 2013 at 2:30 P.M., as noted below.

Hertrich Fleet Services	\$ 168,655.00
Criswell Chevrolet, Inc.	\$ 183,375.00

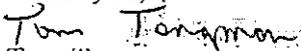
SPD has purchased vehicles from Hertrich Fleet Services in the past and values them as a reputable vendor who stands behind their vehicles. SPD is requesting to award Contract 103-14 to Hertrich Fleet Services in the amount of \$168,655.00 as this vendor is the lowest responsive and responsible bidder.

There are sufficient funds to cover this purchase in account number 21021-577025 "Vehicles".

After review of the submitted bid, the Procurement Department requests Council's approval to accept the bid as noted above from Hertrich Fleet Services in the amount of \$168,655.00.

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: 410-548-3163



BARBARA DUNCAN  
CHIEF OF POLICE

TO: Tom Tengman  
Acting Assistant Director of Internal Services Parking & Procurement Division

FROM: Robert K. Perry  
Salisbury Police Department Quartermaster

SUBJECT: New Vehicles – Bid Award

In the FY14 Budget, the Salisbury Police Department requested New Police Vehicles to replace old, outdated, and in poor condition vehicles currently being used by Patrol Officers in their daily function. The new vehicles will save money on steady repairs currently being completed on some of the older vehicles. The new vehicles will also ensure that Police Officers can safely and efficiently respond to assistance calls received from citizens of Salisbury.

Bids for five (5) new Police vehicles were opened on August 29, 2013 at 2:30 P.M. Two bids were received. The following is a summary of these bids:

Hertrich Fleet Services	\$168,655.00
Criswell Chevrolet, Inc.	\$183,375.00

The Salisbury Police Department has purchased numerous police vehicles from Hertrich Fleet Services in the past. Hertrich Fleet Services is a reputable company and has proven in the past to stand behind the vehicles that have sold to the Salisbury Police Department. Hertrich Fleet Services was the low bidder with a bid amount of \$168,655.00. Sufficient funds are available in the New Vehicle Account, 21022-577055. The Salisbury Police Department recommends awarding the contract for the purchase of the new police vehicles to Hertrich Fleet Services in the amount of \$168,655.00

Robert K. Perry  
Quartermaster- Salisbury Police Department

Approved: Major Dave Meienschein  
Administrative Commander-Salisbury Police Department

# City of Salisbury



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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

October 28, 2013

TO: Mayor and City Council

SUBJECT: Recommendation of Award Contract RFP 01-14  
Escrow Lease Services

The Procurement Department received a request from the Internal Services Department to obtain lease services for one (1) replacement Refuse Truck which was approved by Council in the FY2014 budget.

The Procurement Department followed standard bid practices by advertising in the Daily Times, on the City of Salisbury's website, utilizing the City's vendor list, and advertising on the State of Maryland's website; eMaryland Marketplace. A total of five (5) vendors were sent bid packages with two (2) vendors submitting a bid by the due date and time, October 3, 2013 at 2:30 P.M., as noted below.

Vendor	7 Year Rate	Yearly Payment	7 Year Total Payments	Fee	7 Year Total	Prepayment Penalty
SunTrust	1.92%	\$37,339.95	\$261,379.65	\$250	\$261,629.65	102% of balance
BB&T	2.37%	\$37,822.58	\$264,758.06	0.00	\$264,758.06	101% of balance

The City has used SunTrust in the past for lease purchases and values them as a reputable vendor. There are sufficient funds to cover this lease purchase in account 32061-558600 "New Lease Payments"

After review of the submitted bid, the Procurement Department requests Council's approval to accept the bid as noted above from SunTrust. Additional details are noted in the department memo.

Thank you,

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

# City of Salisbury



MARYLAND



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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

To: Tom Tengman, Acting Assistant Director of Internal Services-Procurement & Parking  
From: Keith Cordrey, Director of Internal Services  
Date: October 15, 2013  
Re: Contract for Escrow Leases Services RFP 01-14

Under RFP 01-14, the Procurement Division requested proposals for lease funding for one (1) refuse truck. The analysis of the bid documents has been completed and the results appear in the Table below.

SunTrust has the best rate and the least cost over the life of the lease. The advantages of the lower cost, due to lower rate, offset the disadvantage of the prepayment penalty provision in the SunTrust lease.

The Department of Internal Services recommends awarding the bid to SunTrust; a 7 Year lease for refuse truck.

Table A - Summary

Item	GL Account	FY 14 Budget*	Total Cost
Refuse Truck	32061-558600	\$41,896.00	\$261,379.65

\*The FY14 Budget amount is that which is shown in MUNIS as available on 10/14/13. The SunTrust annual payment of \$37,339.95 for the 7 year lease is less than the funds budgeted for 32061-558600 for FY14 (\$41,896).

Table B - RFP Comparison

Vendor	7 Year Rate	Annual Payment	7 Year Payments	Fees	Total	Prepayment Penalty
SunTrust	1.92%	\$37,339.95	\$261,379.65	\$250	\$261,629.65	102% of balance
BB&T	2.37%	\$37,822.58	\$264,758.06	0.00	\$264,758.06	101% of balance

Approved: Keith Cordrey  
Keith A. Cordrey-Director of Internal Services

# City of Salisbury



MARYLAND

## COUNCIL AGENDA

October 28, 2013

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

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ASSISTANT CITY ADMINISTRATOR



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KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

TO: Mayor and City Council

SUBJECT: Recommendation for Acquisition  
Refuse Truck

The City of Salisbury Internal Services Department-Procurement Division received a request from Salisbury Public Works to lease purchase a Refuse Truck. This memo supports the lease purchase of the Refuse Truck; the purchase price is \$247,062.93.

The City will use the National Joint Purchase Alliance (NJPA) Contract 060612-ESG with Mid-Atlantic Waste Systems of Easton, MD. The Procurement Division requests Council's approval to award the lease purchase of the Refuse Truck to Mid-Atlantic Waste Systems of Easton, MD. in the amount of \$247,062.93.

There are sufficient funds to cover this purchase in account number 86085-577025 "Vehicles", upon award of Escrow Lease RFP 01-14.

Additional details are noted in the Department memo.

Thank you,

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

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

TOM STEVENSON  
ACTING CITY ADMINISTRATOR



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

To: Tom Tengman  
Interim Assistant Director Internal Services  
Procurement Division

From: Howard, Landon, Director of Operations

Date: Sept. 4, 2013

RE: Acquisition for New Refuse Truck- SAN-7

The Sanitations Department's approved FY2014 budget includes the purchase of a automated refuse truck at an estimated cost of \$250,000.00. The City has secured the funding in this amount for the project and the Sanitation Department is prepared to proceed with the acquisition of this vehicle.

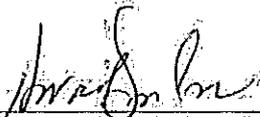
The new automated side loader would pick up trash daily, 90 & 330 gallon cans at residential and apartments complexes.

In the Salisbury Charter, Article XVI, Purchases and Sales; City Property Inventory of the City Charter, Section 16-3 A.(9) General policy of competitive bidding; exceptions provides for exceptions to the City's competitive bidding processes for contracts negotiated by another government agency. The City of Salisbury is currently piggy backing off of a NJPA awarded contract, Contract #060612-ESG.

Based on this information, we would like to request that a Purchase Transaction be initiated with Mid-Atlantic Waste Systems of Easton, MD, to complete the procurement of the new refuse truck for the purchase price of \$247,062.93. Funding for the project is available in the FY2014 Budget Account #32061-577025.

Project #: VEH0014

Should you have any questions or require additional information, please feel free to contact me immediately.

  
\_\_\_\_\_  
Howard Landon  
Director of Operations

9-9-13  
Date

  
\_\_\_\_\_  
Michael Moulds, P.E.  
Director of Public Works

9/5/13  
Date



# PROPOSAL

Division of THC Enterprises, Inc.

Easton, MD \* Baltimore, MD \* Bedford, VA \* Chesapeake, VA  
 Chester, PA \* Clinton, MD \* Cheswick, PA

Phone 800-338-7274 Fax 410-820-9916

Visit us on the web! [www.mawaste.com](http://www.mawaste.com)

Remittance Address  
 P.O. Box 64104  
 Baltimore, MD 21264-4104

**SOLD TO**  
 Salisbury, City of  
 Ben Baker  
 500 Lake and Mack Street  
 Service Center  
 Salisbury, MD 21801

**SHIP TO**  
 Salisbury, City of  
 Ben Baker  
 500 Lake and Mack Street  
 Service Center  
 Salisbury, MD 21801

Quote #	RSSQ20714
Account	
Terms	
Date	08/29/13

410-548-3177

410-548-3177

Sales Rep Jack Mason

QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
<i>NJPA CONTRACT #060612-ESG, CITY OF SALISBURY MEMBERSHIP # 2425</i>			
1	Continuous Pack Automated Side Loader Rapid Rail 22 Cubic Yard Dump; 3.0 Cubic Yard Hopper, Self Cleaning; 96" Lift Reach; 1,600 lb Lift Capacity; Body Service Props; Tailgate Service Props; Fully Automatic Tailgate Latches; Grease Zerks - For Entire System Only; OIGAI Front Mount Tandem Vane Pump System; Lift Cylinders Cushioned Up & Down with Chrome Plated Rods; Chassis Frame Mounted Oil Tank with Level/Temperature Gauge & Oil Suction Shut-Off Valve; 3 Micron Return Line Filter with Magnetic Trap & In-Cab Filter Bypass Monitor; 140 Micron Suction Line Strainer; Fabric Guard Hose Protection for all High Pressure Hoses; In-Cab Packing Controls, Electric; Electric In-Cab Lift Controls, Rocker Style; Electric In-Cab Hoist Controls; Cortex Controller with InSight Diagnostic Display; In-Cab Tailgate Controls, Electric; In-Cab Function & Indicator Lights; Lift Reach Warning; Backup Alarm; Backup & License Plate Lights; Center Mounted Brake Light; Duplicate High & Low Mount Stop, Turn, & Tail Lights; Mid-Body Turn Signals; FMVSS #108 Clearance Lights & Reflectors; ICC Reflective Tape; Rear Mud Flap- Anti-Sail/Anti-Splash; Rear Underride Guard; Rear Camera Bracket & Flood Lights- Reverse Activated; Customer's Choice of One Color Finish Paint; Standard One (1) Year (2,000 Hours of Operation) Warranty; ANSI Z 245.1-1999 Compliant; Cavity Coat and Joint Sealer; Inside-body Front Closure; Outside Mounted Upper Packer Lube Line	\$106,977.60	\$106,977.60
1	New 2014 Peterbilt Model 320 Right Hand Drive X12 Engine: Cummins Paccar ISX12 Transmission: Allison Automatic 4500 RDS-P Front Axle: 20,000 lbs Rear Axle: 26,000 lbs Color: Gray	\$130,332.33	\$130,332.33
1	Universal Belt Grabbers with Spring Loaded Inner Arm- To Accommodate 90-300 Gallon Round Automated Barrels		
1	Full Factory Mount		
1	PB 10-02 Peterbilt chassis body builder harness		
1	Operate-in-gear-at-idle (OIGAI) Remote Mount Tandem Vane Pump with Transmission Driven, Constant Duty PTO		
1	Hopper & Lift Work Light Kit- Two Lights- In-Cab Switch		

QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
1	Peterson Multi-Function (SMART) LED Strobe / Turn Lamps- Includes LED Light Package for Entire Unit		
1	Strobe Light, Amber- in-Cab Switch- Mounted Mid Tailgate		
1	Dual High Pressure Filter Kit		
1	Continuously Welded Body Interior		
1	20 lb Fire Extinguisher with Bracket		
1	Customized Paint color - Paint Color Code NOT included in the ColorSmart Brochure		
1	Heil to add tow hooks to rear of unit		
1	Safety Vision Double Camera with Heaters & LCD Color Moinitor Camera 1 Location Mounted on Tailgate Facing Rear Camera 2 Location Hopper with Cage	\$2,573.00	\$2,573.00
1	Motorola CM200 VHF Moblie Radio/Antenna/Installed	\$925.00	\$925.00
1	Extended 5 year Trans Warranty	\$930.00	\$930.00
1	Extended 5 Year, 300,000 miles Engine Warranty	\$1,950.00	\$1,950.00
1	Extended 5 Year, 300,000 miles Engine Aftertreatment Warranty	\$825.00	\$825.00
1	Freight-Mounted Units Easton MD-Driveaway	\$2,550.00	\$2,550.00

*Price includes one standard color paint. Additional charges will apply if not a standard color paint from paint brochure or a metallic paint.*

*All built per manufacturer's standard specifications.*

*No title or tag fees included.*

*Due to the volatility of the fuel and steel markets, prices are subject to change without notice.*

*Price does not include any local, state, or federal excise tax.*

*Approximate Delivery: 120-160 Days After Receipt of Signed Sales Order and Deposit (if applicable).*

*Price includes freight.*

*Terms: Net 30 Days*

Subtotal	\$247,062.93
Federal Excise Tax	
Sales Tax	
<b>TOTAL*</b>	<b>\$247,062.93</b>

*\*total does not include optional items*

# City of Salisbury



MARYLAND

Salisbury



2010

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KEITH A. CORDREY  
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PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

VACANT  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

October 28, 2013

TO: Mayer and City Council

SUBJECT: Recommendation of Award of Contract 115-13  
Waverly Drive Water Quality Inlet Project

The Procurement Division received a request from Salisbury Public Works Department to solicit bids for the Waverly Drive Water Quality Inlet Project.

Under Contract 115-13, the Procurement Division requested bids for the aforementioned project. The Procurement Division followed standard bid practices by advertising in the Daily Times, on the City of Salisbury's website, utilizing the City's vendor list, and advertising on the State of Maryland's website; eMaryland Marketplace. A total of ten (10) vendors were sent bid packages with four (4) vendors submitting a bid by the due date and time of September 20, 2013 at 2:30 P.M. as noted below.

David A. Bramble	\$494,085.60
Hopkins Construction, Inc.	\$686,444.00
Bridges Sites & Utilities, Inc.	\$757,622.65
Chesapeake Turf, LLC	\$896,165.90

David A. Bramble, Inc has performed work for the City before and is one of the larger contracting firms in this area capable of performing this work. SPW is requesting to award Contract 115-13 to David A. Bramble, contingent upon approval by Maryland Board of Public Works.

After review of the submitted bid, the Procurement Division requests Council's approval to accept the bid as noted above from David A. Bramble in the amount of \$494,085.60 as this is the lowest responsive and responsible bidder, contingent upon approval by Maryland Board of Public Works. 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

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

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

MARYLAND

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

TO: Tom Tengman, Acting Assistant Director of Internal Services-Procurement  
FROM: Paul B. Mauser, E.I. Project Engineer  
DATE: October 14, 2013  
SUBJECT: Award of Contract  
Contract No. 115-13 (RFP 04-12)  
Waverly Drive Water Quality Inlet Project

The purpose of this project is established in The City of Salisbury's ongoing efforts to protect and restore the quality of Salisbury's local water resources, the Wicomico River and the Chesapeake Bay. This project proposes to install bioretention water quality units to capture and filter stormwater along existing City streets (Waverly Dr., South Blvd. and Hanover St.). Please process the Award of Contract for the Waverly Drive Water Quality Inlet Project. This Award of Contract will authorize David A. Bramble, Inc. to perform the required services for a successful completion of the project, as defined in the Plans and Specifications.

Bids were opened on Friday, September 20, 2013 at 2:30 p.m. from four different contractors. The attached bid tabulation offers a breakdown of the bid totals provided from each contractor. Bidders responded as follows:

David A. Bramble, Inc.	\$494,085.60
Hopkins Construction, Inc.	\$686,444.00
Bridges Sites & Utilities, Inc.	\$757,622.65
Chesapeake Turf, LLC	\$896,165.90

SPW and DBF reviewed all bid packages. David A. Bramble, Inc. was the lowest, responsive, responsible bidder with a bid of \$494,085.60. David A. Bramble, Inc. has performed work with the City before and is one of the larger contracting firms in this area capable of performing this work. MD SHA provided an outstanding recommendation for David A. Bramble, Inc. DBF has recommended Award of Contract to David A. Bramble, Inc. for this project (see attached letter).

SPW recommends Salisbury City Council award this contract, contingent upon approval by Maryland Board of Public Works (MD BPW), to David A. Bramble, Inc., in the amount of \$494,085.60. This project will receive funding through the Maryland Department of the Environment (MDE) via their Water Quality State Revolving Fund (WQSRF). This project is eligible for 87.5% Principal Forgiveness Loan up to \$855,614.74. Resolution No. 2070, approved on July 11, 2011 was enacted to accept funds from MDE for this project.

Paul B. Mauser, E.I.,  
Project Engineer

Michael S. Moulds, P.E.,  
Director of Public Works

Contract No. 115-13  
Waverly Drive Water Quality Inlet Project  
20-Sep-13

VENDOR	QTY	UM	Vendor		Vendor		Vendor		Vendor		Vendor	
			Each	Total	Each	Total	Each	Total	Each	Total	Each	Total
1. Mobilization, Bonds, Insurance		LS		\$20,000.00		\$25,000.00		\$22,000.00		\$13,000.00		
2 Provide Traffic Control		LS		\$27,000.00		\$2,000.00		\$68,750.00		\$62,000.00		
3. Provide Field in-place density tests	25	EA	\$ 72.00	\$1,800.00	\$ 800.00	\$20,000.00	\$ 100.00	\$2,500.00	\$ 50.00	\$1,250.00		
4. Furnish and Install Inlet Protection	11	EA	\$ 200.00	\$2,200.00	\$ 800.00	\$8,800.00	\$ 250.00	\$2,750.00	\$ 200.00	\$2,200.00		
5 a Furnish & Install Precast Bioretention unit 15X4	2	EA	\$35,000.00	\$70,000.00	\$41,900.00	\$83,800.00	\$31,567.89	\$63,135.78	\$22,500.00	\$45,000.00		
5 b Furnish & Install Precast Bioretention unit 17X6	2	EA	\$43,500.00	\$87,000.00	\$57,100.00	\$114,200.00	\$41,109.92	\$82,219.84	\$27,930.00	\$55,800.00		
5 c Furnish & Install Precast Bioretention unit 18X6	2	EA	\$49,500.00	\$99,000.00	\$58,675.00	\$117,350.00	\$43,618.32	\$87,236.64	\$30,150.00	\$60,300.00		
5 d Furnish & Install Precast Bioretention unit 20X8	4	EA	\$59,500.00	\$238,000.00	\$80,265.00	\$321,140.00	\$48,548.91	\$194,195.64	\$36,000.00	\$144,000.00		
6 a Furnish and Install SDR 35 PVC Outlet Pipe 4"	18	LF	\$ 35.00	\$630.00	\$ 385.00	\$6,930.00	\$ 28.00	\$504.00	\$ 25.00	\$450.00		
6 b Furnish and Install SDR 35 PVC Outlet pipe 6"	100	LF	\$ 30.00	\$3,000.00	\$ 385.00	\$38,500.00	\$ 58.00	\$5,800.00	\$ 30.00	\$3,000.00		
7. Curb and Gutter Restoration as noted	327	LF	\$ 45.00	\$14,715.00	\$ 30.00	\$9,810.00	\$ 60.00	\$19,620.00	\$ 72.00	\$23,544.00		
8. Sidewalk restoration as noted	1789	SF	\$ 6.00	\$10,734.00	\$ 7.10	\$12,701.90	\$ 13.75	\$24,598.75	\$ 9.40	\$16,816.60		
9. Asphalt Drive restoration as noted	4.1	SY	\$ 400.00	\$1,640.00	\$ 340.00	\$1,394.00	\$ 220.00	\$902.00	\$ 1,000.00	\$4,100.00		
10.0 Furnish and Install Watermain & fittings 12"	125	LF	\$ 350.00	\$43,750.00	\$ 210.00	\$26,250.00	\$ 595.80	\$74,475.00	\$ 163.00	\$20,375.00		
<b>Contingencies</b>												
11. Misc. Excavation and Backfill	35	CY	\$ 75.00	\$2,625.00	\$ 205.00	\$7,175.00	\$ 150.00	\$5,250.00	\$ 100.00	\$3,500.00		
12. Excavation below subgrade and gravel refill	60	CY	\$ 65.00	\$3,900.00	\$ 208.00	\$12,480.00	\$ 300.00	\$18,000.00	\$ 60.00	\$3,600.00		
13. Furnish and Place select backfill	60	CY	\$ 20.00	\$1,200.00	\$ 176.00	\$10,560.00	\$ 120.00	\$7,200.00	\$ 25.00	\$1,500.00		
14. Furnish and 4000 PSI concrete	25	CY	\$ 270.00	\$6,750.00	\$ 632.00	\$15,800.00	\$ 1,250.00	\$31,250.00	\$ 100.00	\$2,500.00		
<b>Total Items 1-14</b>				<b>\$633,944.00</b>		<b>\$833,890.90</b>		<b>\$710,254.33</b>		<b>\$462,935.60</b>		
<b>ADD ALTERNATES</b>												
15 A Furnish and Install Precast Bioretention Unit #12.1	1	EA		\$49,500.00		\$58,675.00		\$43,618.32		\$30,150.00		
16 A Provide Tree Removal as necessary for the installation of precast Bioretention unit and appurtenances		LS		\$3,000.00		\$3,600.00		\$3,750.00		\$1,000.00		
<b>Total ADD Alternates 15A-6A</b>				<b>\$52,500.00</b>		<b>\$62,275.00</b>		<b>\$47,368.32</b>		<b>\$31,150.00</b>		
<b>Total All items 1-16A</b>				<b>\$686,444.00</b>		<b>\$896,165.90</b>		<b>\$757,622.65</b>		<b>\$494,085.60</b>		
Addendum 1 Received (Y/N)				Y		Y		Y		Y		
Addendum 2 Received (Y/N)				Y		Y		Y		Y		
Addendum 3 Received (Y/N)				Y		Y		Y		Y		



DAVIS  
BOWEN &  
FRIEDEL, INC.

ARCHITECTS ENGINEERS SURVEYORS

October 9, 2013

City of Salisbury  
Department of Public Works  
125 N. Division Street, Suite 202  
Salisbury, Maryland 21804-4940

Project: Waverly Ave Water Inlet  
Bid: 094A040  
Contract: Waverly Ave Water Inlet  
Waverly Ave Water Inlet

ATTN: Mr. Paul B. Mauser, E.I.  
Project Engineer

RE: Waverly Drive Water Quality Inlet Project  
Recommendation of Award  
Salisbury, Maryland  
City Contract No. 115-13  
DBF No. 094A040

Dear Mr. Mauser:

The bids submitted by four (4) Bidders for the Waverly Drive Water Quality Inlet Project from September 20, 2013 have been reviewed by Davis, Bowen & Friedel, Inc. (DBF). The Bidders presented bids ranging from a low bid of \$494,085.60 to a high bid of \$896,165.90. These values are shown on the Bid Tabulation prepared by the City of Salisbury and verified by DBF.

David A. Bramble, Inc. was contacted on September 24, 2013, and they intend to use the Contech UrbanGreen BioFilter system for this project. Questions regarding this product were sent to David A. Bramble, Inc. on September 30, 2013 and clarifications were received on October 9, 2013.

David A. Bramble, Inc. did not have any questions or concerns with the project as bid. References for the low bidder have been contacted with acceptable responses. The City of Salisbury found the Bid Security provided by the low bidder to be acceptable.

The low responsive and responsible bidder was David A. Bramble, Inc., of 705 Morgnac Road, Chestertown, Maryland 21620, with a complete bid and all addendums as required, for the contract sum of \$494,085.60. The low bidder included complete DBE sub-contractor solicitation EPA Forms. We recommend issuing the Notice of Award to David A. Bramble, Inc. after Maryland Department of the Environment funding and construction contract approval.

Please contact us if you have any questions or need additional information.

Sincerely,  
DAVIS, BOWEN & FRIEDEL, INC.

Robert J. Duma, E.I.T.  
Project Engineer

RJD  
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✓ THE PLANNING DEPARTMENT HAS REVIEWED THIS PROJECT AND APPROVED IT FOR THE CITY OF SALISBURY. THE PROJECT WILL BE CONSIDERED FOR FUNDING BY THE STATE OF MARYLAND. THE PROJECT WILL BE CONSIDERED FOR FUNDING BY THE STATE OF MARYLAND. THE PROJECT WILL BE CONSIDERED FOR FUNDING BY THE STATE OF MARYLAND.