

AS AMENDED ON MAY 13, 2013

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING**

**APRIL 22, 2013**

**PUBLIC OFFICIALS PRESENT**

*Council President Jacob R. Day  
Council Vice President Laura Mitchell  
Councilwoman Terry E. Cohen*

*Mayor James Ireton, Jr.  
Councilwoman Eugenie P. Shields  
Councilman Timothy K. Spies*

**IN ATTENDANCE**

*City Clerk Kimberly R. Nichols, CMC, City Administrator John Pick, ICMA-CM, City Attorney Mark Tilghman, Internal Services Director Keith Cordrey, Assistant Internal Services Director Catrice Parsons, Community Development Director Deborah Stam, Public Works Deputy Director Amanda Pollick, Planning & Zoning Director Jack Lenox, 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 and a moment of silent meditation was held followed by the Pledge of Allegiance.*

**ADOPTION OF LEGISLATIVE AGENDA**

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

*Ms. Cohen moved and Mr. Spies seconded to amend the legislative agenda by removing Resolution No. 2269 – approving the City’s Action Plan for Community Development Block Grant (CDBG) funds for CDBG Program Year 2013 and to authorize the Mayor’s signature hereto, and Resolution No. 2270 – adopting revised guidelines for the Downtown Revolving Loan Fund, from the agenda to be returned to work session for further discussion.*

*After Community Developer Director fielded questions from Council concerning the funding of projects and the required public hearings, the motion failed with a 2-3 vote, with Ms. Cohen and Mr. Spies voting “aye” and Mr. Day, Mrs. Mitchell and Mrs. Shields voting “nay.”*

*The legislative agenda was unanimously approved.*

**APRIL 15, 2013 ORGANIZATIONAL MEETING MINUTES**

*On a motion and seconded by Mrs. Mitchell and Mrs. Shields, respectively, the April 15, 2013 Organizational Meeting minutes were unanimously approved.*

**AWARD OF BIDS** – *presented by Assistant Internal Services Director Catrice Parsons*

*The following items were unanimously approved on a motion by Mrs. Shields and seconded by Mr. Spies:*

- *Change Order #1 to RFP 17-08 Parkside High School Lift Station - \$7270.00*
- *Award of RFP 04-13 Paleo Well #3 - \$248,100.00*

**U.S. 50 EAST/MOORE ANNEXATION RESOLUTIONS / PUBLIC HEARINGS** – *presented by City Administrator John Pick*

- *Resolution No. 2264 – 2<sup>nd</sup> reading & Public Hearing – proposing the annexation to the City of Salisbury of a certain area of land situate contiguous to and binding upon the easterly corporate limit of the City of Salisbury, to be known as the “U.S. 50 East/Moore Annexation” being an area located east of the U.S. 50 Business and U.S. 50-13 By-Pass Interchange*

*Mr. Spies moved and Mrs. Mitchell seconded to approve Resolution No. 2264 for 2<sup>nd</sup> reading.*

*No members of the public commented during the Public Hearing.*

*City Administrator John Pick summarized the corrections made to Resolution 2264 and Resolution No. 2265. The only revision to Resolution No. 2264 was the signature block changed to reflect the new Council President*

*Mr. Pick explained the revisions to Resolution No. 2265, which include the following:*

- *page 21 (Attachment 2, Concept Development Plan) was changed to show the land set aside for future inter-parcel connection to south of the Moore Property*
- *Maps 1, 2, and 3 were altered to reflect the change made mid-course in the proposed zoning area between the Rt. 50-13 Bypass and Wor-Wic Community College*
- *the Fiscal Impact Statement on page 37 was corrected to change an incorrect figure which reflected the overall net positive fiscal impact to the City of the annexation. The figure on the first page was the incorrect one and was changed to correspond with the figure on the second page (the correct figure).*

- Resolution No. 2265 – 2<sup>nd</sup> reading & Public Hearing – to adopt an annexation plan for a certain area of land situate contiguous to and binding upon the easterly corporate limit of the City of Salisbury, to be known as the “U.S. 50 East/Moore Annexation” being an area located east of the U.S. Business and U.S. 50-13 By-Pass Interchange

*Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to approve Resolution No. 2265 for 2<sup>nd</sup> reading.*

*No members of the public commented during the Public Hearing.*

**RESOLUTIONS** – presented by City Administrator John Pick

- Resolution No. 2269 – approving the City’s Action Plan for Community Development Block Grant (CDBG) funds for CDBG Program Year 2013 and to authorize the Mayor’s signature hereto

*Mrs. Shields moved, Mrs. Mitchell seconded, and Resolution No. 2269 was unanimously approved. ~~passed with a 3-0 vote.~~ Ms. Cohen and Mr. Spies abstained from the voting.*

- Resolution No. 2270 – adopting revised guidelines for the Downtown Revolving Loan Fund

*Mrs. Mitchell moved and Mrs. Shields seconded to approve Resolution No. 2270.*

*Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend Resolution No. 2270 by striking “administrative” and replacing with “promotional”, and striking the periods at the end of the sentences and inserting “, up to a maximum of \$1,000.00 per fiscal year.” on Lines 11 and 15.*

*Resolution No. 2270 was passed with a 4-1 vote. Mrs. Mitchell, Mrs. Shields, Mr. Day and Mr. Spies voted “aye” and Ms. Cohen voted “nay.”*

**ORDINANCE NO. 2237 (CREATING PDD) / PUBLIC HEARING** – 2<sup>nd</sup> reading - pursuant to Chapters 17.108 and 17.228 of Title 17, Zoning, of the Salisbury Municipal Code, and Section 4.04 of Article 66B of the Annotated Code of Maryland, for the purpose of establishing in accordance with Chapter 17.110, Moore Property Commerce Park Planned Development District #3 binding on the westerly side of Walston Switch Rd. (County Rd. #297), the southerly side of U.S. Route 50, the easterly side of land now or formerly owned by JD Hanna, LLC and the northerly side of land now or formerly owned by Francis C. and Lois T. Perdue (creating a PDD)

*No members of the public commented during the Public Hearing.*

Director of Planning & Zoning Jack Lenox provided the overview of the Planned Development District.

Ms. Cohen moved, Mr. Spies seconded, and the vote was unanimous to amend Ordinance No. 2237 by striking "Light Business and Institutional" and inserting "Mixed Use-Non-Residential" on Lines 23 and 24.

Ordinance No. 2237, as amended for second reading was unanimously approved.

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

- Ordinance No. 2240 – 2<sup>nd</sup> reading – approving a budget amendment of the FY13 General Fund budget to appropriate the funds received from the recovery and recycling of brass shell casings at the Salisbury Police Range to purchase new service weapons

Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous to approve Ordinance No. 2240 for second reading.

- Ordinance No. 2241 – 2<sup>nd</sup> reading – amending Section 8.04.050 False Alarms – violations and penalties with regard to false alarm fees and fines within the City

On a motion and seconded by Mrs. Mitchell and Ms. Cohen, respectively, Ordinance No. 2241, as amended, for second reading, was unanimously passed.

- Ordinance No. 2242 – 2<sup>nd</sup> reading – setting updated false alarm fees

Ms. Cohen moved, Mrs. Mitchell seconded, and the vote was unanimous to approve Ordinance No. 2242 as amended for second reading.

**FY 2014 BUDGET** – presented by Mayor James Ireton, Jr.

- Ordinance No. 2243 – 1<sup>st</sup> reading – appropriating the necessary funds for the operation of the Government and Administration of the City of Salisbury, Maryland for the period July 1, 2013 to June 30, 2014, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority and City Marina Funds (the FY 14 Budget Ordinance)

Mayor Ireton summarized the proposed FY 14 Budget with a PowerPoint presentation.

One member of the public provided the following comments on the Budget Ordinance:

- proposed water and sewer rate decreased to deflect from the increase in taxes

- infrastructure needs work
- pay off bonds with surplus to reduce the City's debt
- wants to see the wastewater treatment plant corrected

*Ordinance No. 2243 for first reading was approved with a 3-2 vote. Mrs. Mitchell, Mrs. Shields and Mr. Day voted "aye" and Ms. Cohen and Mr. Spies voted "nay."*

- Ordinance No. 2244 – 1<sup>st</sup> reading – amending the Water and Sewer rates to decrease sewer rates by 6.5%, making said changes effective for all bills dated October 1, 2013 and thereafter unless and until subsequently revised or changed (water & sewer rates)

*Mrs. Mitchell motioned, Mrs. Shields seconded, and the vote was 3-2 to approve Ordinance No. 2244 for first reading. Mrs. Mitchell, Mrs. Shields and Mr. Day voted "aye" and Ms. Cohen and Mr. Spies voted "nay."*

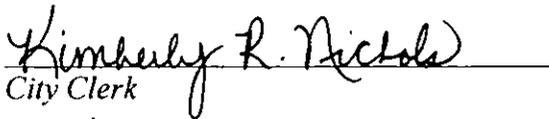
### **PUBLIC COMMENTS**

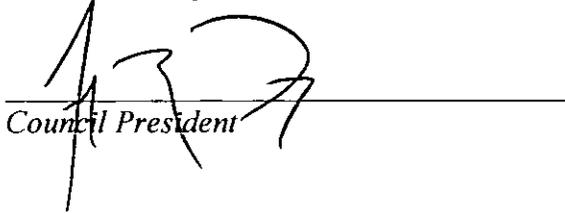
*The following public comments were provided by one member of the public:*

- requested the Public take the time to review the City's proposed budget
- City of Salisbury is forecasting an economic upturn but Wicomico County is not as optimistic
- property taxes are not tax deductible for everyone
- Are employees going to pay for the cost increase of health insurance?
- Why suggest increasing employee's pay grades when the salary study hasn't been completed yet?

### **ADJOURNMENT**

*Council President Day adjourned the legislative meeting at 9:15 p.m.*

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

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

# City of Salisbury



MARYLAND

JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ L. CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

Tel: 410-548-3190

Fax: 410-548-3192

KEITH CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

## COUNCIL AGENDA

April 22, 2013

- |    |  |              |        |
|----|--|--------------|--------|
| 1: | Change Order #1 to RFP 17-08 Parkside High School Lift Station | \$7,270.00   | page 1 |
| 2: | Award of RFP 04-13 Paleo Well #3                               | \$248,100.00 | page 7 |

# City of Salisbury



MARYLAND



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

KEITH CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ L. CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

April 22, 2013

TO: Mayor and City Council

SUBJECT: Change Order #1 to RFP 17-08  
Parkside High School Regional Lift Station

The Procurement Department received a request from Public Works to process Change Order #1 for the aforementioned contract in the amount of \$7,270.00; with GMB. This Change Order proposes to authorize the design and contract administration work for GMB to perform a two-hour Emergency Wastewater Storage design that was recently mandated as a requirement for this project by MDE. Additional details are noted in the department memo.

Funds are available in project number 84080-513020 "Engineering Architectural".

The Procurement Department requests Council's approval to approve Change Order #1 as noted above to GMB in the amount of \$7,270.00.

Thank you,

Catrice L. Parsons  
Assistant Director Internal Services-Procurement and Parking

# City of Salisbury



MARYLAND



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

TERESA GARDNER, P.E.  
DIRECTOR OF PUBLIC WORKS

JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

TO: Catrice Parsons, Assistant Director of Internal Services-Procurement  
FROM: Paul Mauser, Project Engineer  
DATE: March 20, 2013  
SUBJECT: Change Order No. 1  
Contract No. RFP 17-08  
Parkside High School Regional Lift Station

Please process change order no. 1 for the Parkside High School Regional Lift Station project. This change order will authorize the design and contract administration work for GMB, LLC to perform a 2-Hour Emergency Wastewater Storage design that was recently mandated as a requirement for this project by Maryland Department of the Environment (MDE).

MDE has overriding authority to establish regulations enforceable to this project. In a letter addressed to the City from MDE, dated January 16, 2013, MDE required the City to provide a 2-hour emergency storage of wastewater for this project. In the same letter, MDE specifically addressed several options for the City to provide the storage. All of the options require additional design and contract administration work. The most feasible and cost effective option was chosen and is proposed via this change order. Upon approval of this change order, the consulting firm, GMB, will provide the necessary design services to finalize the design task of this project and will submit a Construction Procurement Package to MDE. Following approval of the Construction Procurement Package, GMB will provide additional contract administration work during the construction phase of the project. GMB was asked to provide a proposal for said work as a change order to this contract since the type of work is outside of the scope of the original design and contract administration services.

The total design amount is separated into Design Services, \$5,600 and Contract Administration Services, \$1,670 for a total of \$7,270.00. The contract will be billed on a monthly basis. The limits established in the change order are not to be exceeded without written consent by the City. There is no Contract Time associated with this project.

We recommend award of this change order in the net amount of \$7,270.00. Sufficient funds to complete this work are available in account number 84080-513020 Engineering/ Architectural.

Paul Mauser, E.I.  
Project Engineer

Teresa Gardner, P.E.  
Director-Public Works

**CHANGE ORDER**

#1

PROJECT: **Contract No. RFP 17-08**  
Parkside High School Regional Lift Station

P.O. NO: **2080484**

TO: **George, Miles & Buhr, LLC**  
206 West Main Street  
Salisbury, MD 21801

CHANGE ORDER NO: 1  
INITIATION DATE: March 20, 2013  
CONTRACT DATE: May 13, 2008  
ACCOUNT NO: 84080-513020

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

1. Design Services: Size a Dri-Prime Diesel Mounted Pump in accordance with MDE standards. Provide site layout to City of Salisbury for approval. Upon approval, design and modify civil and electrical plans and specifications to include said pump. Revise construction cost estimates. Submit to MDE for approval.
2. Contract Administration Services: Provide additional time required to complete contract administration related to the above Design Services. Also, complete as-built drawings.

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>257,395.00</u>
Net change by previously authorized Change Orders.....	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was.....	\$ <u>257,395.00</u>
The Contract Sum will be (Increased), (decreased), (unchanged) by this Change Order.....	\$ <u>7,270.00</u>
The new Contract Sum including this Change Order will be.....	\$ <u>264,665.00</u>
The Contract Time will be (increased), (decreased), (unchanged) by this Change Order by ( ) days or (n/a) weeks	
The date of substantial completion as of the date of this Change Order..... therefore is.....	<u>n/a</u>

**AUTHORIZED:**

BY: _____ Teresa Gardner, P.E. Director of Public Works  DATE: _____	Vendor: _____  BY: _____ Printed name  _____ Title  BY: _____ Sign for Identification  DATE: _____	BY: _____ Catrice Parsons, Assistant Director of Internal Services-Procurement Division  DATE: _____  Funding/Bid Award As Approved by City Council  By: _____ Terry E. Cohen President, City Council  DATE: _____
BY: _____ KEITH A. CORDREY Director of Internal Services  DATE: _____		
BY: _____ Mark Tilghman City Solicitor  DATE: _____		

ARCHITECTS  
ENGINEERS

206 WEST MAIN STREET  
SALISBURY, MD 21801  
PH: 410.742.3115  
PH: 800.739.4462  
FAX: 410.548.5790

SALISBURY  
BALTIMORE  
SEAFORD

www.gmbnet.com

March 19, 2013

City of Salisbury  
125 N. Division Street  
Salisbury, MD 21801- 4940

Attn: Paul Mauser, E.I.  
Project Engineer

Re: Parkside High School Regional Lift Station- Third Power Source  
City RFP #17-08  
GMB Job No. 2008126.PK

Dear Mr. Mauser:

As we discussed over the phone below is a proposal to complete additional engineering services for design and construction administration of a third emergency power source at the Parkside Lift Station.

#### PROJECT UNDERSTANDING

Maryland Department of Environment (MDE) has stipulated as part of their review letter dated January 16, 2013, that the Parkside Lift Station must meet the Design Guidelines for Wastewater Facilities as were revised and adopted in 2012. As part of these guidelines a pump station is required to make provisions for emergency storage of wastewater. It should be noted the additional design requirements were established by the State subsequent to the original scope of work and contract between GMB and the City of Salisbury in 2008.

GMB has reviewed the MDE design regulations and the emergency storage options are as follows:

1. A third power source by separate line to a new power substation, an additional stationary generator, or a stationary independent powering unit.
2. An additional 2 hour storage capacity based on average daily flow.

Upon preliminary evaluation, GMB feels the most feasible and cost effective alternative for this project is to install a stationary Dri-Prime Diesel Mounted Pump. Two hour storage requirements for this station would be 88,500 gallons which is not cost effective. In addition it is not cost effective to provide a 2<sup>nd</sup> electrical feed line from a new power substation. The closest 2<sup>nd</sup> substation is not within a feasible distance from the project site. An independent power unit is the most cost effective and feasible alternative based on preliminary review. The emergency power source for the direct drive pumps is the diesel engine and is totally independent of the utility driven system. The pumps will be designed to handle future peak flows at the station.

The following provides a detailed scope of work and fee to complete the design and construction administration services.

♦ ♦ ♦ ♦

ARCHITECTS  
ENGINEERS

206 WEST MAIN STREET  
SALISBURY, MD 21801  
PH: 410.742.3115  
PH: 800.789.4462  
FAX: 410.548.5790

SALISBURY  
BALTIMORE  
SEAFORD

www.gmbnet.com

♦ ♦ ♦ ♦

## SCOPE OF WORK

We understand the scope of work to include the following professional services:

### 1. Design Services

- a. Size a Dri-Prime Diesel Mounted Pump in accordance with MDE standards. Provide site layout to City of Salisbury for approval.
- b. Upon approval of site layout, design and modify civil and electrical contract drawings and specifications to incorporate the Dri-Prime Diesel Mounted Pump.
- c. Revise construction cost estimates.

### 2. Contract Administration Services

- a. Provide the additional time and effort required to complete contract administration as it relates to our current contract with the City of Salisbury and complete as-built drawings.

## FEES

The proposed fee for the above defined Scope of Work is below.

Task 1: Design	\$ 5,600.00
Task 2: Construction Administration	\$ 1,670.00

We are excited to have the opportunity to continue working with you on this very important project. If you have any questions, please contact me at 410.742.3115.

Thank you.

Sincerely,



Katherine J. McAllister, P.E.  
Project Engineer

KJM/dlw

# City of Salisbury



MARYLAND

Salisbury



2010

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

KEITH CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ L. CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

April 22, 2013

TO: Mayor and City Council

SUBJECT: Award of RFP 04-13  
Paleo Well #3

The Procurement Department received a request from Public Works to solicit bids for the aforementioned RFP. 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 sixteen (16) vendors were sent bid packages with eight (8) vendors submitting a bid by the due date and time, January 10, 2013 at 2:30 p.m., as noted below.

<u>Vendor</u>	<u>Final Price</u>	<u>Ranking</u>
ARRO	\$114,943.00	2.93
Birdsall	\$281,975.00	3.11
Burhart-Horn	\$288,530.00	2.80
DBF	\$205,600.00	3.13
GMB	\$248,100.00	3.34
KCI	\$173,130.00	3.13
McCrone	\$177,400.00	3.25
WRA	\$203,266.00	3.16

Public Works has reviewed the bids in accordance with the contract documents, reviewed references, and the evaluation criteria and has chosen to award to GMB, who was the highest scoring, responsive and responsible vendor.

There are sufficient funds to cover this purchase in account number 86078-513020-55506 "Engineering Architectural".

The Procurement Department requests Council's approval to approve the award of RFP 04-13 to GMB in the amount of \$248,100.00.

Thank you,

Catrice L. Parsons  
Assistant Director of Internal Services-Procurement & Parking

# City of Salisbury



JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

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

MARYLAND

PUBLIC WORKS  
TERESA GARDNER, P.E.  
DIRECTOR

TO: Catrice Parsons, Assistant Director of Internal Services-Procurement  
FROM: Teresa Gardner, Director of Public Works  
DATE: April 4, 2013  
SUBJECT: Award of Contract RFP 4-13  
Paleo Well 3

Currently the City has two wells which serve the Paleo Water Treatment Plant. In order to ensure reliable production and allow for future expansion into outlying areas, a new well is needed. SPW requested proposals for the design of Paleo Well 3 and a new raw water main from the well to the Paleo Water Treatment Plant.

Eight firms submitted proposals to RFP 4-13 "Paleo Well 3" on January 10, 2013 at 2:30 p.m.: ARRO, Birdsall, Buchart Horn, DBF, GMB, KCI, McCrone, and WRA. After an independent detailed review of all the proposals and reference checks, each evaluator ranked the eight respondents based upon the attached criteria established in the RFP. The evaluators then met to compare individual rankings and to develop a composite ranking of each firm. During this meeting it was determined that George, Miles, and Buhr (GMB) was the best firm for the project. GMB's proposal provided a clear understanding of scope of work and a technically skilled staff capable of completing the work.

The proposed contract costs and the composite rankings are provided below:

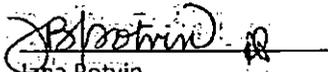
Firm	Base Cost	Add Alt. 1 Inspection Rates		Final Cost	Ranking
		Hydrogeological	Construction		
ARRO	\$ 71,343.00	\$95.00/hr	\$75.00/hr	\$114,943.00	7 (2.93)
Birdsall	\$ 228,775.00	\$125.00/hr	\$90.00/hr	\$281,975.00	6 (3.11)
Burhart-Horn	\$ 245,650.00	\$86.00/hr	\$75.00/hr	\$288,530.00	8 (2.80)
DBF	\$ 147,200.00	\$70.00/hr	\$110.00/hr	\$205,600.00	4 (3.13)
<b>GMB</b>	<b>\$ 200,500.00</b>	<b>\$145.00/hr</b>	<b>\$75.00/hr</b>	<b>\$248,100.00</b>	<b>1 (3.34)</b>
KCI	\$ 130,090.00	\$70.00/hr	\$78.00/hr	\$173,130.00	4 (3.13)
McCrone	\$ 151,000.00	\$90.00/hr	\$40.00/hr	\$177,400.00	2 (3.25)
WRA	\$ 160,386.00	\$146.00/hr	\$65.00/hr	\$203,266.00	3 (3.16)
<b>Average</b>	<b>\$ 166,868.00</b>	<b>\$103.38/hr</b>	<b>\$76.00/hr</b>	<b>\$211,618.00</b>	

In addition to the base bid, SPW requests to fund 80 hours for Add Alternate 1 (hydrogeological inspection) and 480 hours (construction inspection) for Add Alternate 2. This level of funding will provide 2 weeks of full-

time inspection during the well installation and 6 months of part-time inspection during construction of the well house and water main extension.

Sufficient funds are available in Account 86078-513020-55506 to fund the project in the amount of \$248,100. The proposed budget for this project was \$300,000.00.

Please issue a Purchase Order to George, Miles, and Buhr in the amount of \$248,100 for the scope of work specified in RFP 4-13.



Jana Potvin  
Project Engineer



Approved: Teresa Gardner, P.E.  
Director of Public Works