

CITY OF SALISBURY, MARYLAND

REGULAR MEETING

FEBRUARY 28, 2011

PRESENT

*Council President Louise Smith
Councilwoman Terry E. Cohen*

*Council Vice President Gary A. Comegys
Councilwoman Eugenie P. Shields
Mayor James Ireton, Jr.*

ABSENT

Councilwoman Deborah S. Campbell

IN ATTENDANCE

City Clerk Brenda Colegrove, MMC, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Public Works Director Teresa Gardner, Internal Services Director Pam Oland, Fire Chief Jeff Simpson, and interested Citizens and Members of the Press.

CONVENING - ADOPTION OF AGENDA

The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President Smith called the meeting to order. The Lord's Prayer and the Pledge of Allegiance were recited.

The agenda, as presented, was unanimously adopted on a motion by Mr. Comegys and seconded by Ms. Cohen.

CERTIFICATE OF APPRECIATION – presented by Major James Ireton, Jr.

Elliott Neal White received a Certificate of Appreciation for serving more than nine years on the City of Salisbury Election Board.

CONSENT AGENDA – presented by City Clerk Brenda Colegrove

The Consent Agenda, consisting of the following items, was unanimously approved on a motion by Ms. Cohen and seconded by Mr. Comegys:

- *February 14, 2011 minutes*
- *Resolution No. 2031 - approving appointment of Brian J. Raygor to the Zoo Commission for a term ending December 31, 2014*

- Resolution No. 2032 - accepting donation of 21 mobile data terminals from the volunteer corporations – Salisbury Fire Department, Inc., Salisbury Fire Department, Inc., Company No. 1 and Salisbury Fire Company No. 2 Inc.

AWARD OF BIDS - presented by Internal Services Director Pam Oland

Mr. Comegys moved and Ms. Cohen seconded to approve the Award of Bids.

- | | |
|---|--------------|
| 1. Award of Bid for mobile data terminals
Communications Electronics, Inc.
Acct. No. 24035-577030 | \$119,914.00 |
| 2. Award of Bid for Fast Response Fire Boat
MetalCraft Marine, Inc.
Acct. No. 10500-577025-90200 | \$946,054.76 |

Item #1 – unanimously approved

Item #2 – approved on 3-1 vote (Ms. Cohen voted nay)

PUBLIC HEARING/ADOPTION – presented by City Attorney Paul Wilber

No public comments were received.

- Ordinance No. 2138 - 2nd reading - reallocation of FY07 bonds proceeds for the purpose of financing, reimbursing or refinancing costs relating to one or both of the projects identified as Beaverdam Drive Bridge and Isabella Street water/sewer/road improvements

Ordinance No. 2138 for second reading passed unanimously on a motion and a second by Mrs. Shields and Mr. Comegys, respectively.

- Resolution No. 2033 – approving terms/conditions for FY07 bond proceeds

Resolution No. 2033 was unanimously approved on a motion by Mr. Comegys and seconded by Mrs. Shields.

- Ordinance No. 2139 - 2nd reading - reallocation of FY08 bond proceeds for the purpose of financing, reimbursing or refinancing costs relating to the repair and/or replacement of the Beaverdam Drive Bridge

Ordinance No. 2139 for second reading passed unanimously on a motion by Mr. Comegys and seconded by Ms. Cohen.

- Resolution No. 2034 - approving terms/conditions for FY08 bond proceeds

On a motion by Mr. Comegys and seconded by Ms. Cohen, Resolution No. 2034 passed unanimously.

PUBLIC HEARING – presented by City Attorney Paul Wilber

- Ordinance No. 2140 - FY11 General Obligation Bond issuance (\$7,700,000) for the Riverwalk Repairs, E. Main Street Water Valve, Isabella Street Water, E. Main Street Sewer, Isabella Street Sewer, Lift Station pump replacement, N. Division Street Sewer, Wastewater Treatment Plant Upgrade projects and costs of issuance

No public comments were received.

RESOLUTION – presented by City Administrator John Pick

- Resolution No. 2035 - adopting a Capital Improvement Plan (CIP) for FY2012 - FY2016

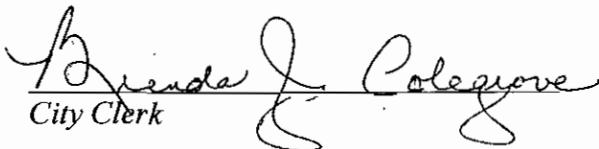
Mrs. Shields moved and Mr. Comegys seconded to approve Resolution No. 2035. Mrs. Shields moved and Mr. Comegys seconded to amend by removing from the CIP the amount (\$320,000) to add office space for the Neighborhood Services and Code Compliance Department in the proposed renovations to Station #2. The amendment passed on a 3-1 vote with Ms. Cohen voting nay. Resolution No. 2035, as amended, passed unanimously.

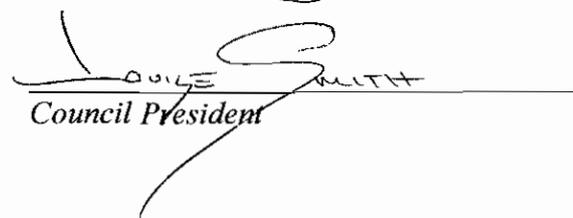
PUBLIC COMMENTS

Three citizens commented on the following issues:

- mobile data terminals
- fireboat
- dissemination of public information – details of where the money goes for projects

The meeting adjourned at 7:10 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

PAMALA B. OLAND
DIRECTOR OF INTERNAL SERVICES
PROCUREMENT DIVISION

COUNCIL AGENDA

February 28, 2011

- | | | |
|----|--|--------------|
| 1. | Award of Bid for Mobile Data Terminals | \$119,914.00 |
| 2. | Award of bid for Fast Response Fire Boat | \$946,054.76 |

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

PAMALA B. OLAND
DIRECTOR OF INTERNAL SERVICES
PROCUREMENT DIVISION

TO: Mayor and City Council
SUBJECT: Recommendation of Award for Mobile Data Terminals

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Fire Department (SFD) to purchase 21 Mobile Data Terminals.

Section #16-3 (9) of the Salisbury City Code allows for the utilization of contracts successfully bid and awarded through the State, County, or other governmental entity, whereby it is in the City's best interest to do so. Under State of Maryland Contract 060B9800015 the State had already developed specifications similar to ours, and had also awarded a contract to Communications Electronics, Inc., the sole source reseller in Maryland for this equipment. A number of local governments have successfully utilized this contract. The Department of Internal Services-Procurement Division estimates a savings of approximately 2%, or approximately \$2,900.00, by utilizing the aforementioned State Contract. Detailed reasoning for award recommendation is on department memo.

After review of Contract 060B9800015, the Department of Internal Services-Procurement Division requests council's approval to award the purchase of the Mobile Data Terminals to Communications Electronics, Inc. in the amount of \$119,914.00. Funding for this equipment is available in the FY11 Budget Account 24035-577030 (Equipment). All funding is coming from a donation from the volunteers.

Thank you,

Thomas Tengman
Acting Assistant Director of Internal Services-Procurement Division



*From the Office
of the Chief*

To: Mr. Tom Tengman
Acting Assistant Director Internal Services
Procurement Division

Date: 15 February 2011

From: Jeff Simpson, Chief of the Department

A handwritten signature in black ink, appearing to be "JS" or similar initials, written over the name "Jeff Simpson".

Subject: Datalux 2-way radio Contract Purchase Award

A Salisbury Fire Department (SFD) team of evaluators has completed an exhaustive 20 month field testing program of Mobile Data Terminals that provide us with enhanced real-time emergency response capability.

Two industry leading mobile hardware manufacturers were evaluated during the testing period.

After review of the field testing performance, the SFD team has recommended the Datalux Tracer product as the best capability for the needs of the organization. SFD is advocating that the contract be awarded to Communications Electronics Inc. under Maryland State Contract 060B9800015 in the amount of \$119,914. Communications Electronics, Inc. is the sole source distributor for Datalux in Maryland. Funds are available in the amount of \$119,914 in the FY2011 budget account 24035-577030 (Equipment). A total of 21 Datalux Terminals with mounting hardware and 1 Administrative Base Station will be purchased through this funding.

Thank you in advance for your time and attention regarding this request.

cc:

File

City of Salisbury



MARYLAND

Salisbury



2010

125 NORTH DIVISION STREET
SALISBURY, MARYLAND 21801

Tel: 410-548-3190

Fax: 410-548-3192

JAMES IRETON, JR.
MAYOR

JOHN R. PICK
CITY ADMINISTRATOR

LORÉ L. CHAMBERS
ASSISTANT CITY ADMINISTRATOR

PAMALA B. OLAND
DIRECTOR OF INTERNAL SERVICES
PROCUREMENT DIVISION

TO: Mayor and City Council
SUBJECT: Recommendation of Award for Fast Response Fire/Rescue Boat

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Fire Department (SFD) to purchase a Fast Response Fire /Rescue Boat.

Under Contract 104-11, the Procurement Division requested bids for this project. The Procurement Division followed standard bid practices by advertising in the Daily Times, on the eMaryland Marketplace website, on the City of Salisbury website and utilizing the City's vendor list. A total of twelve (12) vendors were sent bid packages with two (2) vendors submitting bids by the due date and time, January 11, 2011 at 2:30 P.M. After review of the bids by the Procurement Division, and with approval from legal council, it was determined only one responsible bidder submitted a responsive bid. In accordance with Section SC16-1, Ordinance 1751, Section 2.32.50.C.1.d, of the City of Salisbury Charter, negotiations were conducted with MetalCraft Marine, Inc.

An analysis of the bid was conducted by SFD, with input from the City's consultant, Marine Emergency Response Group, LLC., and a recommendation has been made to award Contract 104-11 for one Fast Response Fire/Rescue Boat in the amount of \$946,054.76 as approved in the ARRA Port Security Grant (\$903,500) and the Maryland Department of Natural Resources Grant (\$50,000) previously accepted by council. This vendor received outstanding recommendations and has successfully completed several vessels of similar nature. Detailed reasoning for award recommendation is on department memo.

There are sufficient funds in Account No. 10500-577025-90200 (Water Engineering/Architecture) in the amount of \$946,054.76 for this vessel. After review of the submitted bids, the Department of Internal Services-Procurement Division requests Council's approval to accept the bid as noted above to MetalCraft Marine, Inc. in the amount of \$946,054.76.

Thank you,

Thomas Tengman

Acting Assistant Director of Internal Services-Procurement Division



*From the Office
of the Chief*

To: Mr. Tom Tengman
Acting Assistant Director Internal Services
Procurement Division

Date: 15 February 2011

From: Jeff Simpson, Chief of the Department

A handwritten signature in black ink, appearing to be "JS", located to the right of the "From:" line.

Subject: Fire Boat Award of Contract 111-09

The charter of the Salisbury Fire Department is to investigate and present opportunities to improve the overall public safety of citizens, business owners and visitors to the City. The Fire Boat Project is one such undertaking that meets the charter as defined and provides the department with the enhanced capability to protect personal and commercial properties. The current department watercraft asset has limited capability and was not designed to meet the host of complex emergencies that could potentially present themselves to the community that is located in the vicinity of the second busiest water port in Maryland.

Based on the opening of bid submissions on Tuesday, January 11, 2011 it was confirmed that two (2) bidders responded. The bid results for the contract produced the following information:

- | | |
|------------------------|---------------------|
| 1. MetalCraft Marine | bid: \$1,009,234.33 |
| 2. Hike Metal Products | bid: \$ 950,658.00 |

After review of the bids, the Assistant Director of Internal Services Procurement Division in conjunction with legal council approval determined that one responsible bidder submitted a responsive bid. Hike Metal Products of Canada was disqualified for not having a U.S. manufacturing facility. In addition they referenced several police boats but only one fire boat that was an 87 feet in length. In accordance with Section SC16-1, Ordinance 1751, Section 2.32.050(C)(1)(d) of the City Charter, negotiations were conducted with MetalCraft Marine of with final bid option review provided by the Salisbury Fire Department (SFD) and the City's consultant, Marine Emergency Response Group, LLC. MetalCraft Marine is headquartered in Ontario, Canada with an active boat manufacturing facility in Clayton, New York. MetalCraft Marine has constructed multiple watercrafts of similar specification and design for fire / rescue operations in jurisdictions throughout the U. S. and has a working contract with the Department of Navy.

The Council has previously approved the acceptance of the ARRA Port Security Grant (\$903,500) as well as the Maryland Department of Natural Resources Grant (\$50,000), SFD is recommending the contract be awarded to the lowest and most responsive and responsible bidder, MetalCraft Marine in the amount of \$946,054.76. Funds are available in account 10500-577025-90200 (ARRA Fire Rescue Rapid/Response Vessel)

The grant guidelines require that the fire boat purchase be under contract and funds exhausted by April 2012.

cc:

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OATH OF OFFICE

I, SUSAN CAREY, DO SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES, AND THAT I WILL BE FAITHFUL AND BEAR TRUE ALLEGIANCE TO THE STATE OF MARYLAND, AND SUPPORT THE CONSTITUTION AND LAWS THEREOF; AND THAT I WILL TO THE BEST OF MY SKILL AND JUDGMENT, DILIGENTLY AND FAITHFULLY, WITHOUT PARTIALITY OR PREJUDICE, EXECUTE THE OFFICE OF CITY OF SALISBURY ELECTION BOARD ACCORDING TO THE CONSTITUTION AND LAWS OF THIS STATE.


SUSAN CAREY

SUBSCRIBED AND SWORN TO BEFORE ME, CLERK OF THE CIRCUIT COURT FOR WICOMICO COUNTY, MARYLAND, THIS 17TH DAY OF FEBRUARY, 2011.



MARK S. BOWEN

CLERK OF CIRCUIT COURT

