

CITY OF SALISBURY, MARYLAND

#21 MEETING

OCTOBER 26, 2009

PRESENT

*Council President Louise Smith
Councilwoman Deborah S. Campbell
Councilwoman Eugenie P. Shields*

*Council Vice President Gary A. Comegys
Councilwoman Terry E. Cohen
Mayor James Ireton, Jr.*

IN ATTENDANCE

City Clerk Brenda Colegrove, MMC, City Administrator John Pick, ICMA-CM, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Planning, Zoning and Community Development Director Jack Lenox, Acting Public Works Director Chip Messick, Internal Services Director Pam Oland, and Members of the Press.

CONVENING - ADOPTION OF AGENDA

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

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

CONSENT AGENDA – presented by City Clerk Brenda Colegrove

On a motion and a second by Mr. Comegys and Mrs. Shields, respectively, the Consent Agenda consisting of the following items was unanimously approved:

- *October 12, 2009 minutes*
- *Resolution No. 1847 – accepting funds of \$30,150 awarded through a grant from the Department of Housing & Community Development, Emergency Shelter Grant providing funding for: 1) Diakonia, Inc. - \$10,200; 2) Village of Hope - \$9,750; 3) Second Chance Home - \$5,000; and 4) Samaritan Ministries, Inc. - \$5,200.*
- *Resolution No. 1848 – reappointments of Dave Rainey and Edgar Williams to the Board of Zoning Appeals for terms ending October 2012*
- *Resolution No. 1849 – appointment of Bruce Patterson to the Central City District Commission for a term ending October 2011*

AWARD OF BIDS – presented by Internal Services Director Pam Oland

Mr. Comegys moved and Mrs. Shields seconded to approve the Award of Bids as follows:

- *Change Order #3 Contract 5107 (3)* \$ 21,693.00
Engineering Services City Service Center Garage Building
Acct. No. 31155-513020-43002
George, Miles and Buhr
Unanimously approved.
- *Recommendation of Award Contract 106-10* \$ 85,690.00
Three-ton Dump Truck
Barr International Inc.
Unanimously approved.
- *Change Order #1 Contract 111-09* \$414,595.00
Sewer and Stormdrain Pipe and Manhole Rehabilitation
Acct. No. 84080-523600
Pleasants Construction Inc.
Unanimously approved.

MANUFACTURING EXEMPTION REQUEST – presented by Internal Services Director Pam Oland

- *Cadista Pharmaceuticals, Inc. – granting an exemption from personal property tax for equipment purchased in 2008 for a total savings of \$64,086*

The manufacturing exemption requested was unanimously approved on a motion by Mr. Comegys and seconded by Ms. Cohen.

ORDINANCES – presented by City Attorney Paul Wilber

- *Ordinance No. 2089 – 2nd reading – text amendment to the Salisbury Municipal Code to add assisted living facilities to the Regional Commercial District*

Mr. Comegys moved and Mrs. Shields seconded to approve Ordinance No. 2089 for second reading. Ms. Cohen moved to amend Ordinance No. 2089 to take the definition and spirit of the Ordinance and rework the Ordinance to offer this as a special exception as opposed to a straight text amendment change to the Code. Mrs. Campbell seconded. The amendment failed with Mrs. Campbell and Ms. Cohen voting aye. Mrs. Shields, Mrs. Smith and Mr. Comegys voted nay.

Ordinance No. 2089 for second reading passed on a 3-2 vote with Mrs. Campbell and Ms. Cohen casting the nay votes.

- *Ordinance No. 2090 – 2nd reading – FY10 budget amendment of \$80,085.49 to budget the receipt of surplus property proceeds and the final payoff of a lease*

Ordinance No. 2090 for second reading was unanimously approved on a motion by Mrs. Campbell and seconded by Ms. Cohen.

- *Ordinance No. 2091 – 1st reading – FY09 General Fund budget amendment to transfer funds for Other Post Employment Benefits (\$3,837.04 - City Clerk; \$3,795.93 - Neighborhood Services and Code Compliance)*

Ordinance No. 2091 for first reading passed unanimously on a motion and a second by Ms. Cohen and Mr. Comegys, respectively.

RESOLUTION – presented by City Administrator John Pick

- *Resolution No. 1850 – setting the terms for the “City of Salisbury Public Improvements Bond of 2009” - 15 year loan at a 3.78% interest rate through Hebron Savings Bank*

Resolution No. 1850 was unanimously approved on a motion by Mr. Comegys and seconded by Mrs. Campbell.

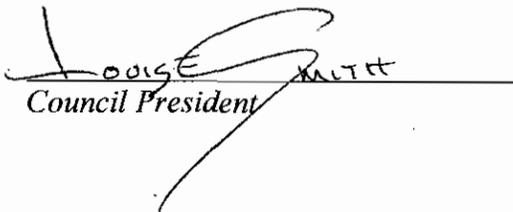
PUBLIC COMMENTS

Two citizens commented on the following issues:

- *tax assessment/tax rate in 1870 (\$1 million assessment base; 23¢/\$100)*
- *restricted parking at 4-way intersections*
- *inspection of stormwater pond systems*
- *Salisbury University Master Plan (discussions with City)*
- *better signage for pedestrian crossing area near Benedict’s property*

The meeting adjourned at 7:10 p.m.


City Clerk


Council President

City of Salisbury



PAMELA B. OLAND
DIRECTOR OF INTERNAL SERVICES

MARYLAND

PURCHASING DIVISION
DEPARTMENT OF INTERNAL SERVICES
125 N. DIVISION STREET, ROOM 104
SALISBURY, MD 21801
410-548-3190
FAX: 410-548-3192

COUNCIL AGENDA

October 26, 2009

Page No.

- | | | |
|----|--|--------------|
| 1. | Change Order # 3 Contract 5107 (3)
Engineering Services City Service Center Garage Building
(Acct. No. 31155-513020-43002) | \$21,693.00 |
| 2. | Recommendation of Award Contract 106-10
Three-Ton Dump Truck | \$85,690.00 |
| 3. | Change Order # 1 Contract 111-09
Sewer and Stormdrain Pipe and Manhole Rehabilitation
(Acct. No. 84080-523600) | \$414,595.00 |

City of Salisbury



MARYLAND

PAMELA B. OLAND

DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION

DEPARTMENT OF INTERNAL SERVICES

125 N. DIVISION STREET, ROOM 104

SALISBURY, MD 21801

410-548-3190

FAX: 410-548-3192

COUNCIL AGENDA

October 26, 2009

TO: Mayor and City Council

SUBJECT: Change Order # 3 for Contract # 5107(3)

City Service Center Garage Building

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #3 for Contract # 5107(3), *City Service Center Garage Building* in the amount of \$21,693.00.

This change order will update the original design of the garage building and modify the site plan to match the City Service Center Master Plan, structural design services, and mechanical and electrical updates to improve energy efficiency. Additions to the contract total \$24,950.00.

This change order provides for a credit to the contract for completing the City Service Center Master Plan design below the budgeted cost. Credit totals \$3,257.00.

There are sufficient funds in Account Number 31178-513020-43002 (Capital Project Garage Engineering) to cover the cost of this change order. The Department of Internal Services-Procurement Division requests Council's approval to approve Change Order # 3 as noted above to George, Miles and Buhr, the city's contractor, in the amount of \$21,693.00.

Thank you.

Karen D. Reddersen

Assistant Director of Internal Services-Procurement Division

CITY OF SALISBURY
DEPARTMENT OF PUBLIC WORKS

16Oct2009

TO: Karen Reddersen – Assistant Director of Internal Services
FROM: Lee Beauchamp, Project Engineer
SUBJECT: Change Order No.3
Engineering Services Project Order No. 5107 (03)
City Service Center Garage Building

Please process Change Order No.3 for an additional amount of \$21,693.00 to the City's contractor, George, Miles and Buhr, LLC (Vendor # 543), to provide Consulting Services listed below for Project Order No. 5107 (03), City Service Center Garage architectural and engineering design update.

CO#3 will modify the original contract scope to have George, Miles and Buhr (GMB) update the original design and modify the site plan to fit with the City Service Center master plan that was incorporated into the FY10 CIP. This change order will also include mechanical and electrical updates to improve the energy efficiency of the proposed building. The energy efficiency upgrades will save money over the life of the building and follow the recommendations of the Environmental Policy Task Force report that was completed last February. The change order is broken down into the following additions and credits from the original contract.

Total additions for Change Order #3 are:

Item #1- Structural Design Services, this item is a additional cost from the original contract and will include structural design services to support the architectural design	\$7,000.00
Item #2- Mechanical, Electrical, and Plumbing Design Services to update the HVAC system and improve energy efficiency over the original design	\$16,950.00
Item #3- Reimbursable expenses to include bid document copies and other miscellaneous reproductions	\$1,000.00
Total additions = \$24,950.00	

Total credits for Change Order #3 are:

Balance from CO#1 - CO#1 was a zero sum change order for the City Service Center Master Plan design. The master plan was completed in January and incorporated into the CIP.

\$3,257.00

Total credits = \$3,257.00

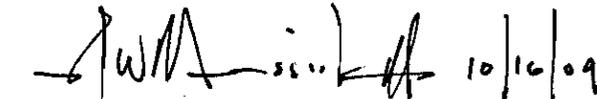
Total Net Increase C.O. No. 3 = \$21,693.00

Additional contract time associated with the Change Order is 545 calendar days.

The contract is funded from account, 31178-513020-43002 (Capital Project Garage Engineering). The total cost for **Change Order #3** is **\$21,693.00**. Funds for this Change Order are available in **Account No. 31178-513020-43002 Capital Project Garage Engineering**. Please let me know if there are any questions.



Lee Beauchamp, EIT.
Project Engineer



Approved Newell W. Messick III 10/16/09

CHANGE ORDER

PROJECT: Engineering Services Project Order # 5107 (03)
City Service Center Garage Building

P.O. NO: 00204106-01

TO: (Contractor)

George, Miles, and Buhr, LLC.
206 West Main Street
Salisbury, MD 21801

CHANGE ORDER NO: 3
INITIATION DATE: 08Oct2009
CONTRACT DATE: 30Jun2008
ACCOUNT NO: 31178 -513020-43002

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

In accordance with the attached 24Jul2009, George, Miles, and Buhr, LLC. proposal (copy attached), update and complete the design, construction drawings, and conceptual plans for the City Service Center Garage Building as follows:

Additions:

Item #1 – Structural Design Services.....	\$7,000.00
Item #2 – Mechanical, Electrical, and Plumbing Design Services.....	\$16,950.00
Item #3 – Reimbursables.....	\$1000.00
	Additions Total: \$24,950.00

Credits:

CO #1 Balance.....	\$3,257.00
	Credits Total: \$3,257.00

Change Order Total: \$21,693.00

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>157,645.00</u>
Net change by previously authorized Change Order(s).....	\$ <u>0</u>
The Contract Sum prior to this Change Order was	\$ <u>157,645.00</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this Change Order	\$ <u>21,693.00</u>
The new Contract Sum including this Change Order will be.....	\$ <u>179,338.00</u>
The Contract Time will be (increased) (decreased) (unchanged) by this Change Order by (545) days or () weeks	
The date of substantial completion as of the date of this Change Order therefore is	\$ <u>February 1, 2010</u>

AUTHORIZED:

BY _____
Newell W. Messick III
Acting Director of Public Works

Contractor

BY _____
Karen Reddersen, Assistant Director
Internal Services - Procurement

BY _____
Pamela Oland
Director of Internal Services

BY _____

BY _____
Louise Smith
President, City Council

BY _____
Paul D. Wilber
City Solicitor

Title _____
DATE _____

DATE _____

K: /Projects/Project Orders/Proj. Ord. #5099(02)/CO#2 Form.doc



GEORGE MILES & BUHR, LLC

♦ ♦ ♦ ♦

ARCHITECTS
ENGINEERS

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

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JAMES H. WILLEY, JR., PE

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MICHAEL G. KOBIN, PE
STEPHEN L. MARSH, PE
AMANDA H. PULLACK, PE

MICHAEL D. MCARTHUR, AIA
MARTIN D. DUSIBER
CHRIS B. DERBYSHIRE, PE
W. MARK GARDOCKY, PE
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ROLAND E. HOLLAND, PE
JASON M. LYTLE, PE
RICHARD STEPHEN MCCABE, PE

JERRY KOIRA
C. RICHARD ROHM

F. W. WHITE, CPA

August 10, 2009

Department of Public Works
125 N. Division Street
Salisbury, MD 21801

Attn: Mr. Lee Beauchamp
Project Engineer

Re: Vehicle Maintenance Building
City Service Center
Salisbury, MD
Previous GMB File No. 2003226.00
Previous City of Salisbury Project Order No. 5107

Dear Mr. Beauchamp:

We are pleased to furnish this proposal for Structural and MEP Engineering Design Services for the referenced project. These services will be done in support of, and coordinated with, the Architectural and Civil design and engineering services offered in a separate GMB fee proposal dated August 10, 2009. We understand the basis of design will be the building plans entitled "New Service Center," prepared for the City of Salisbury by George, Miles & Buhr, LLC (GMB), dated 9-17-04 (final revision 1-19-05), and conceptual modification drawings entitled "City Service Center Facilities Plan," prepared by GMB, dated 8-20-08. The building will be located in a new site position, as defined in the conceptual "Phase 1" site plan.

Project Location

500 Mack Avenue
Salisbury, Maryland 21801

Scope of Work

Based on our understanding of your needs, we propose to furnish the following Services:

A. STRUCTURAL DESIGN SERVICES

- Provide structural design services in support of the architectural design.
- Design shall include foundation plan, notes and details.
- This proposal assumes the building superstructure will be a pre-engineered metal building designed by others.

LUMP SUM FEE FOR STRUCTURAL: \$7,000.00

B. MECHANICAL, ELECTRICAL AND PLUMBING (MEP) DESIGN SERVICES

- Perform plumbing calculations and design plumbing system.
- Perform HVAC calculations and design HVAC system.
- Perform electrical calculations and design electrical service, power distribution and building lighting systems.
- Design life safety systems, communications raceway systems, sprinkler service entrance with sprinkler system performance specifications, and prepare MEP specifications.
- Prepare MEP construction drawings, signed and sealed.
- Prepare load letter and application for the power company.
- Attend two (2) meetings with client during the design period.

LUMP SUM FEE FOR MEP: \$16,950.00

Assumptions and Considerations:

- Bidding Phase Services and Construction Services are excluded from this proposal.
- GMB cannot guarantee the timeliness or thoroughness of governmental approving agency reviews and issuance of permits.
- Attendance at public meetings is excluded from this proposal.
- Design of booster pumps or other devices to enhance city water pressure is excluded from this proposal. It is assumed that the existing utilities will be adequate to serve the new building.
- Construction cost estimating is excluded from this proposal.

Fee Summary

STRUCTURAL DESIGN	\$7,000.00
MEP DESIGN	<u>\$16,950.00</u>
SUBTOTAL	\$23,950.00

Services not itemized above will be considered additional services and will be billed in accordance with the attached "Schedule of Hourly Rates and Expenses" and "General Conditions." GMB will not commence work on any additional services without written authorization by the City of Salisbury. Reimbursable expenses are defined in the same documents.

The General Conditions shall apply to the entire agreement.

Our billings will be submitted monthly as the work progresses in proportion to the work completed.

Upon written authorization by the City of Salisbury, we will initiate this project formally as part of the base project number established for the referenced Architectural and Civil design services. We understand formal acceptance of this proposal will come in the form a new City of Salisbury Purchase Order.

Sincerely,



Michael D. McArthur, AIA

MDM/smh
Enclosures



GEORGE MILES & BUHR, LLC

ARCHITECTS
ENGINEERS

206 WEST MAIN STREET
SALISBURY, MD 21801
PH 410 742 3115
PH 800 789 4402
FAX 410 548 5790

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C RICHARD ROHM

F W WHITE, CPA

SCHEDULE OF HOURLY RATES & EXPENSES

HOURLY RATES

Effective January 1, 2009

CLASSIFICATION	HOURLY RATE
Senior Project Director	\$ 165.00 - \$ 225.00
Project Director	\$ 135.00 - \$ 165.00
Senior Project Manager	\$ 125.00 - \$ 135.00
Project Manager	\$ 105.00 - \$ 125.00
Project Architect/Engineer	\$ 95.00 - \$ 115.00
Graduate Architect/Engineer, Landscape Architect	\$ 85.00 - \$ 100.00
Senior Designer	\$ 75.00 - \$ 115.00
Designer	\$ 65.00 - \$ 90.00
CADD Operator	\$ 60.00 - \$ 75.00
Construction Representative	\$ 70.00 - \$ 100.00
Resident Project Representative (RPR)	\$ 55.00 - \$ 100.00
Project Coordinator	\$ 65.00 - \$ 75.00
Surveyor/Crew Chief	\$ 70.00 - \$ 110.00
Administrative/IT Support	\$ 40.00 - \$ 60.00
Senior Technician	\$ 50.00 - \$ 85.00
Technician	\$ 30.00 - \$ 50.00

EXPENSES

All items per each, unless noted.

Internal:

Fax	\$ 0.50
Photocopies:	
Black & White	\$ 0.20
Color	\$ 0.50
Prints/Plots:	
Black & White/Color	\$ 0.50 /s.f.
Mylar	\$ 2.00 /s.f.
Travel:	
Mileage	\$ 0.55/mile*
Subsistence (Meals & Lodging)	At Actual Cost
Overnight/Immediate Delivery	At Actual Cost

Other:

Electronic Media Copies/Transfers	To be negotiated
Website Project File Sharing	\$ 1.00/MB/month
Surveying Equipment	\$ 35.00 /day

* To be adjusted annually on January 1, in accordance with the Internal Revenue Service Directives.

City of Salisbury



PAMELA B. OLAND

DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION
DEPARTMENT OF INTERNAL SERVICES
125 N. DIVISION STREET, ROOM 104
SALISBURY, MD 21801
410-548-3190
FAX: 410-548-3192

MARYLAND

COUNCIL AGENDA

October 26, 2009

TO: Mayor and City Council

SUBJECT: Recommendation of Award Contract # 106-10
Three-Ton Dump Truck

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works, Streets Branch, to solicit bids for a three-ton dump truck. This bid process provided pricing for the purchase of a replacement vehicle for S-17, as approved in the FY10 budget, as well as pricing for the replacement of S-3 the dump truck that was totaled by LGIT as a result of a vehicle fire earlier in the year.

Under Contract 106-10, the Procurement Division requested bids for this vehicle. 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 five (5) vendors were sent proposal packages with four (4) vendors submitting a proposal by the due date and time, September 29, 2009 at 2:30 p.m.

Bid results for the project are as follows:

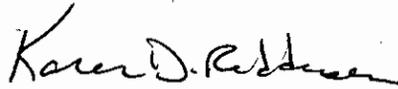
Vendor	Bid Amount
Barr International-Bar Freightliner	\$81,335.00
Barr International-Bar Freightliner (Alternate Bid)	\$83,810.00
Barr International Inc. (Alternate Bid)	\$83,215.00
Barr International Inc.	\$85,690.00
Elliott Equipment Inc. (Alternate Bid)	\$84,672.00
Elliott Equipment Inc.	\$87,057.00
Central Truck Center, Inc.	\$96,566.00

An analysis of the bid documents was conducted by SPW, Streets Branch and a recommendation has been made to award Contract 106-10 to the lowest, responsive and responsible bidder who met all specifications, Barr International, Inc., in the amount of \$85,690.00. The contract amount represents a fair market value for the vehicle, as it is \$11,505.00 below the budgeted base bid truck estimate identified for the FY10 budget replacement vehicle (S-17) without the snowplow, salt body and related equipment.

Funds are available to purchase the replacement fleet vehicle (S-3) that was totaled as a result of a fire from the balance of Suntrust Lease Schedule 13 in the amount of \$85,700.00. This balance of lease funding is a result of the FY09 approved purchases of a refuse truck and a street sweeper that were awarded under the budgeted amount. Suntrust has agreed to transfer the balance of Lease Schedule 13 without penalty to the purchase of this replacement vehicle in the amount of \$85,690.00.

After review of the submitted bids, the Department of Internal Services-Procurement Division requests Council's approval to accept the bid as noted above from Barr International, Inc., in the amount of \$85,690.00, for the replacement of fleet vehicle S-3.

Thank you.



Karen D. Reddersen

Assistant Director of Internal Services-Procurement Division

SunTrust Equipment Finance & Leasing Corp.
300 E. Joppa Road, Suite 700
Towson, Maryland 21286
Phone: (410)307-6749
Fax: (410)307-6665

Bill Brooks
Assistant Vice President
bill.brooks@suntrust.com



October 21, 2009

MEMORANDUM:

RE: Master Lease Agreement, Lease No. 443-4001065-013 dated December 21, 2001, between SunTrust Equipment Finance & Leasing Corp., and City of Salisbury (the "Agreement")

SunTrust Equipment Finance & Leasing Corp. has approved the request By City of Salisbury to add a 3 Ton Dump Truck with an Equipment Cost of \$85,690.00 to Schedule 13 of the above mentioned Master Lease Agreement. The City will order the truck November 10. Estimated delivery time is 90 days. SunTrust Equipment Finance & Leasing Corp. will have a security interest in this piece of equipment as well as require that the City follow all of the other normal documentation (including updated insurance). The reason for this approval is because the Refuse Truck and Street Sweeper both came in well below budget, leaving an excess balance in the escrow account of \$85,700. The remaining \$10.00 will be sent back to the City when the escrow account is closed.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Brooks", is written over a horizontal line.

Bill Brooks

**Contract No. 106-10
3-Ton Dump Truck
September 29, 2009 2:30 P.M.**

VENDOR		Vendor	Vendor	Vendor	Vendor	Vendor
Item:	Qty.	Barr International, Inc., 2407 N. Salisbury Blvd., Salisbury, MD 21801	Barr International, Inc., 2407 N. Salisbury Blvd., Salisbury, MD 21801	Elliott Equipment Co., Inc., dba Elliott/Wilson Trucks, P O Box 401, Easton, MD 21601	Elliott Equipment Co., Inc., dba Elliott/Wilson Trucks, P O Box 401, Easton, MD 21601	Central Truck Center, Inc., 3839 Ironwood Place, Landover, MD 20785
			Alternate Bid		Alternate Bid	
3-Ton Dump Truck	1	\$84,990.00	\$82,515.00	\$86,357.00	\$83,972.00	\$95,866.00
2-Way Radio installed by Caldabaugh	1	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00
Total		\$85,690.00	\$83,215.00	\$87,057.00	\$84,672.00	\$96,566.00
Body Make / Model		Godwin/300U	Wayne's Welding	Godwin/300U	Wayne's Welding	Godwin/300U
Chassis Make/ Model		International/7300 4X2	International/7300 4X2	Peterbilt/337	Peterbilt/338	Kenworth/T470
Year		2010		2010	2010	2010
Addendum 1 Received (Y/N)		y	y	y	y	

VENDOR		Vendor	Vendor	Vendor	Vendor	Vendor
Item:	Qty.	Barr International, Inc., T/A Barr Freightliner 9367 Ocean Hwy. Delmar, MD 21801	Barr International, Inc., T/A Barr Freightliner 9367 Ocean Hwy. Delmar, MD 21801			
			Alternate Bid			
3-Ton Dump Truck	1	\$80,635.00	\$83,110.00			
2-Way Radio installed by Caldabaugh	1	\$700.00	\$700.00	700	\$700.00	\$700.00
Total		\$81,335.00	\$83,810.00	\$0.00	\$700.00	\$700.00
Body Make / Model		Wayne's Welding	Godwin/300U			
Chassis Make/ Model		Freightliner/M2-106	Freightliner/M2-107			
Year		2010	2010			
Addendum 1 Received (Y/N)		y				



**Salisbury Public Works
Service Center
Lake Street & Mack Avenue
Salisbury MD 21801**

TO: Karen Reddersen
FROM: Mike Ross and Howard Landon 
Mike Ross
DATE: October 7, 2009
SUBJECT: Proposal for 3-ton dump truck

Regarding the replacement of the dump truck S-3 that burned on August 4, 2009.

We chose not to go with the lowest bidder because there were twenty-six (26) exceptions to the equipment standards specs we required on our dump trucks. (Please see the specs)

We choose to go with the International Dump truck Model #7300 – 4x2 with the Godwin dump body for \$85,690. We chose this vehicle because it meets all the specs required by the Street Division for a dump truck.

If you have any questions please call.

Thank you.

Memo

To: John R. Pick, City Administrator
From: Pamela B. Oland, Director of Internal Services
Date: October 16, 2009
Re: Purchase of Dump Truck(s) for Public Works

During the FY 10 budget process, Public Works street branch included in its budget the purchase of a 3 ton dump truck to replace S-17. The amount budgeted is \$110,000. Since that time, truck S-3, which is also a 3 ton dump truck, was destroyed by a fire.

At this time we have a need to replace S-3, so that Public Works has enough vehicles in the fleet for any potential snow event this winter. We also continue to have a need to replace S-17 due to its condition, which is as summarized as follows: The mileage is 60,882 which is excessive for a dump truck. Its current repair history includes 653 man hours which has cost \$13,900.07 in parts. This truck is fourteen (14) years old and has obsolete controls and is hard to maintain on its exterior mechanisms. Rust holes have been covered with metal plates which are unsafe when loading and unloading salt bodies.

We propose to purchase the replacement for S-17, along with a snow plow and salt body, with budgeted funds. We requested bids for a 3 ton dump truck and the low bidder was at \$85,690. In addition, we will need to purchase a plow and salt body for \$12,805, bringing the total to \$98,495, which is less than the FY 10 budget.

We also propose purchasing a new S-3, again at the \$85,690 amount. We will not need a plow and salt body, since they remain from the original S-3. We suggest funding this purchase through lease proceeds. We have received notice from SunTrust Equipment Leasing that we have funds remaining in our lease schedules 12 & 13. Lease schedules 12 & 13 were entered into in FY 09 to purchase various pieces of equipment. Schedule 12 is for equipment with a five year life and schedule 13 is for equipment with a seven year life. There is \$27,507.51 remaining in the schedule 12 lease and there is \$85,700 remaining in the schedule 13 lease. If we want to use these funds, we could use all of the \$85,700, since the dump truck has a projected life over seven years. SunTrust would have to approve the addition to the schedule, but we do not believe that this would be a problem. This lease payment is already budgeted, thus we would not have an increase to our budget for this. Any amounts that we do not use from the SunTrust Leases will be applied to our future payments, thus reducing all future years' budget amounts. If we choose to use the lease funds to reduce our lease payments, we have a small fee we have to pay SunTrust which totals \$2,264.15. Please note, if Council chooses not to replace S-3, Public Works will retain the current S-17 to ensure adequate vehicles for snow removal.

City of Salisbury



MARYLAND

PAMELA B. OLAND

DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION
DEPARTMENT OF INTERNAL SERVICES
125 N. DIVISION STREET, ROOM 104
SALISBURY, MD 21801
410-548-3190
FAX: 410-548-3192

COUNCIL AGENDA

October 26, 2009

TO: Mayor and City Council

SUBJECT: Changer Order # 1 for Contract # 111-09
Sewer and Stormdrain Pipe and Manhole Rehabilitation

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #1 for Contract # 111-09, *Sewer and Stormdrain Pipe and Manhole Rehabilitation* in the amount of \$414,595.00.

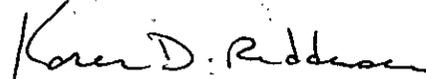
This change order will provide work and materials necessary to rehabilitate the South Park Drive sewer main at a cost of \$149,314.00. This work was included as an add alternate when the rehabilitation work was bid in the original contract, but funding was not available in FY09 to complete the work. \$165,000.00 has been allocated in FY10 to complete this project.

This change order will provide work and materials necessary to rehabilitate the Church Street sewer main in the amount of \$265,281.00. Funds have been budgeted in FY10 in the amount of \$250,000.00 to complete this work.

SPW has evaluated the work on the contract thus far and have found the UV cured liner technology has produced excellent results. This technology results in restoring piping to it original strength and capacity at a cost of \$77.00/LF which is approximately \$220/LF less expensive than open cut replacement of the pipe. Change Order # 1 includes 4320 linear feet of piping, resulting in a savings of \$907,200.00 by utilizing this technology rather than full replacement of pipe.

Upon transfer of funds, there will be sufficient funds in Account Number 84080-523600 (Sewer Skilled Services) to cover the cost of this change order. The Department of Internal Services-Procurement Division requests Council's approval to approve Change Order # 1 as noted above to Pleasants Construction, Inc., the city's contractor, in the amount of \$414,595.00.

Thank you.



Karen D. Reddersen
Assistant Director of Internal Services-Procurement Division

CITY OF SALISBURY

DEPARTMENT OF PUBLIC WORKS

9Oct2009

TO: Karen Reddersen – Assistant Director of Internal Services

FROM: Lee Beauchamp, Project Engineer

SUBJECT: Change Order No.1
Contract No. 111-09
Sewer and Stormdrain Pipe and Manhole Rehabilitation

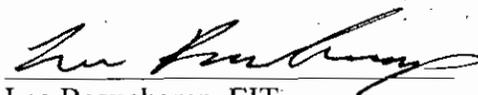
Please process Change Order No.1 for an additional amount of \$414,595.00 to the City's contractor, Pleasants Construction, Inc., 24024 Frederick Road, Clarksburg, MD 20871, to provide pipe rehabilitation services to South Park Drive and East Church St Sewer Main for Contract No. 111-09 Sewer and Stormwater Pipe and Manhole Rehabilitation.

The South Park Drive sewer main was bid as an add alternate during the bidding process for Contract No. 111-09 however once the bids were received funds were not available in FY09 to perform the work with a budget of only \$150,000.00 for both East Market St and South Park Drive. An additional \$165,000.00 has been budgeted in FY10 to rehabilitate the South Park Dr sewer main. SPW believes it is in the City's best interest to utilize the existing City Contract No. 111-09 to perform this work. Items #130-133 are included in this Change Order for a total of \$142,834.00. In addition to Items #130-133, a contingency of \$6480.00 should be added to cover the cost of cutting out protruding house services if they are discovered during the pre-rehabilitation inspection. The total cost for the South Park Drive section is \$149,314.00.

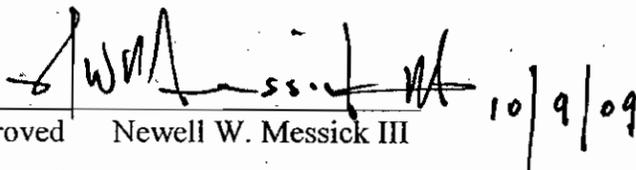
The Church Street sewer main consists of 12" to 18" terra-cotta pipe at approximately 15' to 20' deep that was installed in 1925. The deterioration of this sewer main was discovered last year when a sewer jet nozzle broke through a section of pipe resulting in an emergency repair of approximately \$47,000.00. This section of sewer main is scheduled to be rehabilitated this fiscal year with \$250,000.00 budgeted for this project. SPW believes it is in the City's best interest to utilize the existing City Contract No. 111-09 to perform this work. The cost for this Church St section of this Change Order is \$265,281.00 as outlined in the attached proposal from the City Contractor. The additional funds of \$15,281.00 to cover the balance of the budget funds of \$250,000.00 are available through the attached Transfer of Funds Request.

The base bid contract is currently 50% complete with excellent results from the UV cured liner and the Contractor Pleasants Construction. Once the base contract is complete, this pipe and manhole rehabilitation contract will have restored 1200 linear feet of sewer main, to its original strength and capacity, at a cost of approximately \$77.00/LF which is approximately \$220/LF cheaper than open cut replacement of the pipe for a savings to the City of \$267,600.00. Change Order #1 includes 4320LF of pipe lining at a savings over open cut replacement of \$907,200.00. SPW believes that the savings in money, time, and traffic detouring justifies the need to line the pipe and not open cut pipe replacement.

The total cost for **Change Order #1** is **\$414,595.00**. Funds for this Change Order will be available in **Account No. 84080-523600 Sewer Skilled Services** once the attached budget transfer is complete.



Lee Beauchamp, EIT.
Project Engineer



Approved Newell W. Messick III

10/9/09

CHANGE ORDER

PROJECT: Contract No. 111-09
Sewer & Stormwater Pipe & Manhole Rehabilitation

P.O. NO: 02090475-00

TO: (Contractor)

Pleasants Construction Inc.
24024 Fredrick Road
Clarksburg, MD 20871

CHANGE ORDER NO: 1
INITIATION DATE: 22Sep2009
CONTRACT DATE: 03Aug2009
ACCOUNT NO: 84080-523600

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

In accordance with the attached 21Sep2009, Pleasants Construction Inc. proposal (copy attached), include additional work as follows:

SOUTH PARK DRIVE

130	CIPP Lining of 10" Terra-Cotta Pipe	LF	1713	\$74.90	\$128,303.70
131	Cleaning & CCTV 10" Pipe	LF	1713	\$3.10	\$5,310.30
132	Lateral Re-opening in 10" Pipe	EA	18	\$190.00	\$3,420.00
133	Contingency: Cut Protruding Laterals	EA	18	\$360.00	\$6,480.00
134	Mobilization	LS	1	\$4800.00	\$4,800.00
135	Site Restoration	LS	1	\$1000.00	\$1,000.00
				Total items 130-135	\$149,314.00

CHURCH STREET

136	CIPP Lining of 12" Terra-Cotta Pipe	LF	1498	\$79.00	\$118,342.00
137	Cleaning & CCTV 12" Pipe	LF	1498	\$4.00	\$5,992.00
138	Lateral Re-opening in 12" Pipe	EA	53	\$190.00	\$10,070.00
139	CIPP Lining of 15" Terra-Cotta Pipe	LF	133	\$89.00	\$11,837.00
140	Cleaning & CCTV 15" Pipe	LF	133	\$6.00	\$798.00
141	Lateral Re-opening in 15" Pipe	EA	5	\$360.00	\$1,800.00
142	CIPP Lining of 18" Terra-Cotta Pipe	LF	971	\$94.00	\$91,274.00
143	Cleaning & CCTV 18" Pipe	LF	971	\$8.00	\$7,768.00
144	Lateral Re-opening in 18" Pipe	EA	30	\$360.00	\$10,800.00
145	Mobilization	LS	1	\$5,600.00	\$5,600.00
146	Site Restoration	LS	1	\$1000.00	\$1,000.00
				Total items 136-146	\$265,281.00

Change Order Total: \$414,595.00

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>185,138.00</u>
Net change by previously authorized Change Order(s).....	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was	\$ <u>185,138.00</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this	

Change Order
The new Contract Sum including this Change Order will be.....
The Contract Time will be (increased) (decreased) (**unchanged**) by this
Change Order by (0) days or () weeks
The date of substantial completion as of the date of this Change Order
therefore is

\$ 414,595.00
\$ 599,733.00

\$ 03Aug2009

AUTHORIZED:

BY _____
Newell W. Messick III
Acting Director of Public Works

Contractor

BY _____
Karen Reddersen, Assistant Director
Internal Services - Procurement

BY _____
Pamela Oland
Director of Internal Services

BY _____

Title

BY _____
Louise Smith
President, City Council

BY _____
Paul D. Wilber
City Solicitor

DATE _____

DATE _____

DATE _____

City of Salisbury, Maryland
TRANSFER OF FUNDS

Mayors Office Use Only
File Number:

Department: Public Works		Date of Request: <u>October 9, 2009</u> FY10 Funds		
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NO:	TRANSFER FROM ACCT:	TO ACCT#:	AMOUNT:	JUSTIFICATION:
1.	84080-513020 Eng/Arch	84080-523600 Skilled Services	\$15,000.00	To clean and line South Park Dr. Sewer Main.
2	84080-577023 Sewer Construction	84080-523600 Skilled Services	\$150,000.00	To clean and line South Park Dr. Sewer Main.
3	84080-513020 Eng/Arch	84080-523600 Skilled Services	\$50,000.00	To clean and line Church Street Sewer Main.
4	84080-577023 Sewer Construction	84080-523600 Skilled Services	\$200,000.00	To clean and line Church Street Sewer Main.
5				
6				
7				
8				
9				
10				
11				
12				
13				

The Mayor is authorized to transfer funds by Section 7-28 of the City Charter

APPROVALS	SIGNATURES	DATES
DEPARTMENT – Recommended		
EXECUTIVE – Authorized		

cc: Finance & Appropriate Dept. (1)
Purchasing (2) A



PLEASANTS CONSTRUCTION, INC.

24024 FREDERICK ROAD CLARKSBURG, MARYLAND 20871 301-428-0800 FAX: 301-428-3922

September 21, 2009

Mr. Lee Beauchamp, EIT
Salisbury Public Works
125 N. Division St., Room 202
Salisbury, Maryland 21801

Phone: 410-548-3170

Fax: 410-548-3107

RE: Change Order Pricing

Dear Lee:

Below are the prices for the additional work you requested. The lining units include traffic control, and bypass pumping; Cleaning and CCTV are NOT included in the lining unit. Should you need it broken down further or in a different format please do not hesitate to contact me.

SOUTH PARK DRIVE

CIPP Lining of 10" Pipe	1,713 LF	@	\$ 74.90/LF	=	\$128,303.70
Cleaning & CCTV 10" Pipe	1,713 LF	@	\$ 3.10/LF	=	\$ 5,310.30
Lateral Re-opening in 10" Pipe	18 EA	@	\$ 190.00/EA	=	\$ 3,420.00
Cut Protruding Laterals	EA	@	\$ 360.00/EA	=	---
Mobilization	LS			=	\$ 4,800.00
Site Restoration	LS			=	\$ 1,000.00
Total South Park Items					\$142,834.00

CHURCH STREET

CIPP Lining of 12" Pipe	1,498 LF	@	\$ 79.00/LF	=	\$118,342.00
Cleaning & CCTV 12" Pipe	1,498 LF	@	\$ 4.00/LF	=	\$ 5,992.00
Lateral Re-opening in 12" Pipe	53 EA	@	\$ 190.00/EA	=	\$ 10,070.00
CIPP Lining of 15" Pipe	133 LF	@	\$ 89.00/LF	=	\$ 11,837.00

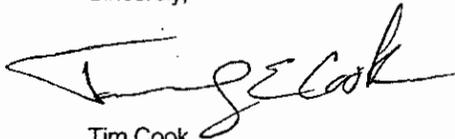
September 21, 2009

Cleaning & CCTV 15" Pipe	133 LF	@	\$ 6.00/LF	=	\$ 798.00
Lateral Re-opening in 15" Pipe	5 EA	@	\$ 360.00/EA	=	\$ 1,800.00
CIPP Lining of 18" Pipe	971 LF	@	\$ 94.00/LF	=	\$ 91,274.00
Cleaning & CCTV 18" Pipe	971 LF	@	\$ 8.00/LF	=	\$ 7,768.00
Lateral Re-opening in 18" Pipe	30 EA	@	\$ 360.00/EA	=	\$ 10,800.00
Cut Protruding Laterals	EA	@	\$ 360.00/EA	=	---
Mobilization	LS			=	\$ 5,600.00
Site Restoration	LS			=	\$ 1,000.00
Total Church Street Items					\$265,281.00

TOTAL ALL ITEMS

\$ 408,115.00

Sincerely,



Tim Cook
Director of Construction, Reline Div.