

AS AMENDED ON DECEMBER 14, 2009

CITY OF SALISBURY, MARYLAND

#23 MEETING

NOVEMBER 23, 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. (left 7:28 p.m.).*

IN ATTENDANCE

City Clerk Brenda Colegrove, MMC, City Administrator John Pick, ICMA-CM, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Acting Public Works Director Chip Messick, Internal Services Director Pam Oland, Police Chief Allan Webster, 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.

Ms. Cohen moved and Mrs. Shields seconded to adopt the agenda as presented. Mr. Comegys moved to amend the agenda by 1) removing Resolution No. 1866 (setting terms and conditions for the City of Salisbury Drinking Water Bond; 2) adding a briefing on crime issues; and 3) moving the November 9, 2009 minutes from the Consent Agenda (in order to amend). Ms. Cohen seconded the motion. After a brief discussion, Mrs. Campbell moved and Ms. Cohen seconded to allow comments/questions relative to the briefing on crime. Mrs. Campbell's motion passed unanimously as well as Mr. Comegys' motion to amend the agenda. Ms. Cohen moved to remove Resolution No. 1860 ("Smooth Operator" grant funds) from the Consent Agenda for discussion after the Consent Agenda. Mrs. Campbell seconded and the amendment passed unanimously.

The agenda, as amended, was unanimously adopted.

BRIEFING ON CRIME – Mayor James Ireton, Jr. / Police Chief Allan Webster

Chief Webster provided an overview of the Police Department's initiatives (i.e., Holiday Safe Shopper; patrol rifle program; mobile substation deployment in neighborhood; canine program; violent offenders grant; community police officers program). Mayor Ireton highlighted the underlying problems identified by the Crime Task Force (copy of the matrix attached to original minutes) and other efforts addressing crime issues (i.e., stimulus funds for four new police

officers; CSAFE grant; opening of citizens police academy in 2010; cooperation among City departments dealing with Pemberton Manor Apartments issues; application for Maryland Safe Streets Grant; legislation to be presented to Council).

APPROVAL OF NOVEMBER 9, 2009 MINUTES

Mr. Comegys moved and Mrs. Shields seconded to approve the November 9, 2009 minutes. Mr. Comegys moved to amend the closed session portion to reflect that Councilwoman Shields was present. Mrs. Campbell seconded and the amendment passed unanimously. The November 9, 2009 minutes, as amended, were unanimously approved.

CONSENT AGENDA – presented by City Clerk Brenda Colegrove

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

- November 16, 2009 Special Meeting minutes
- Resolution No. 1858 – accepting \$500 to provide for overtime reimbursement to police officers participating in a special motorcycle safety enforcement program during the “Bike Week” event
- Resolution No. 1859 – accepting \$4,000 to provide for overtime reimbursement to officers participating in DUI enforcement
- Resolution No. 1861 – accepting American Recovery and Reinvestment Act grant funds of at least \$293,635 for the construction of the Salisbury potable water storage tank project

RESOLUTION NO. 1860 – ACCEPTING FUNDS IN COOPERATION WITH THE MARYLAND OFFICE OF HIGHWAY SAFETY TO PROVIDE FOR OVERTIME REIMBURSEMENT TO POLICE OFFICERS PARTICIPATING IN THE “SMOOTH OPERATOR” ENFORCEMENT PROGRAM

Resolution No. 1860 was unanimously approved on a motion by Ms. Cohen and seconded by Mrs. Campbell.

AWARD OF BIDS – presented by Internal Services Director Pam Oland

The following items in the Award of Bids were unanimously approved on a motion by Mrs. Campbell and seconded by Ms. Cohen:

- | | |
|--|------------|
| 1. Surplus of items – police duty weapon | -0- |
| 2. Change Order #1 Contract RFP 7-09
Asset Management System
Acct. Nos. 81080-577036, 84080-577036
EA Engineering, Science and Technology, Inc. | \$6,025.00 |

- | | |
|---|---------------------|
| <p>3. <i>Change Order #1 Contract 104-10</i>
 <i>Parking structure repairs</i>
 <i>Acct. No. 31154-577015</i>
 <i>Simpson Unlimited, Inc.</i></p> | <p>\$43,236.24</p> |
| <p>4. <i>Change Order #1 Contract A-2-09</i>
 <i>Polymer</i>
 <i>Acct. No. 86083-546004</i>
 <i>Polydyne, Inc.</i></p> | <p>\$43,648.03</p> |
| <p>5. <i>Recommendation of Award Contract #RFP 3-10</i>
 <i>Southside Elevated Water Storage Tank Engineering</i>
 <i>Services project</i>
 <i>Acct. No. 81080-577030-48010</i>
 <i>CMX</i></p> | <p>\$149,500.00</p> |

RESOLUTIONS – presented by City Administrator John Pick

- *Resolution No. 1862* – authorizing a 199 day extension to temporary travel-lane shifts and closures on Carroll Street, Waverly Drive, South Boulevard, Hanover Street and Lloyd Street

Resolution No. 1862 was unanimously approved on a motion by Mr. Comegys and seconded by Ms. Cohen.

- *Resolution No. 1863* – accepting a tax differential study and authorizing submitting a request to Wicomico County for a tax differential

Mr. Comegys moved and Mrs. Shields seconded to approve Resolution No. 1863. Mrs. Campbell moved to have the approval of the Resolution contingent upon the result of Mr. Wilber's research of Section 6-606 A.1. of the Tax Property Article of the Maryland State Code and, if proper, to amend the language in the letter to ask that the setoff be in the form of a rate reduction to the taxpayers. Ms. Cohen seconded. The motion failed with Mrs. Campbell and Ms. Cohen voting aye and Mrs. Shields, Mrs. Smith and Mr. Comegys voting nay.

Resolution No. 1863 passed unanimously.

- *Resolution No. 1864* – authorizing the mayor to sign a memorandum of understanding for a grant from the Maryland State Highway Administration for pedestrian-and-bicycle-facilities improvements

On a motion and a second by Mrs. Shields and Mrs. Campbell, respectively, Resolution No. 1864 was unanimously approved.

- Resolution No. 1865 – approving a revised Capital Asset Guide to create a category of assets for land improvements and to provide a methodology for the depreciation of land improvements

Resolution No. 1865 passed unanimously on a motion by Mrs. Campbell and seconded by Mr. Comegys.

- Resolution No. 1867 – setting the terms and conditions for the City of Salisbury Water Quality Bond, Series 2009 (ARRA)

Resolution No. 1867 was unanimously approved on a motion by Mr. Comegys and seconded by Mrs. Shields.

PUBLIC COMMENTS

Seven citizens expressed their concern on safety/crime issues in the City and one member commented on the lack of enforcement of the multi-family recycling ordinance.

The meeting adjourned at 8:36 p.m.

**CITY OF SALISBURY, MARYLAND
CLOSED SESSION
NOVEMBER 30, 2009**

TIME & PLACE: 8:38 p.m. – Conference Room 306 - Government Office Building
PURPOSE: Pending/Potential Litigation
VOTE TO CLOSE: Unanimous
CITATION: Annotated Code of Maryland Sections 10-508(a)(7)(8)
PRESENT: Council President Louise Smith, Council Vice President Gary Comegys, Councilwoman Deborah Campbell, Councilwoman Terry Cohen, Councilwoman Eugenie Shields, City Clerk Brenda Colegrove, City Administrator John Pick, Assistant City Administrator Loré Chambers, City Attorney Paul Wilber, Attorney Chris Mason, Internal Services Director Pam Oland, Acting Public Works Director Chip Messick, Dave Winslow

At 7:29 p.m., in Conference Room 306 of the Government Office Building, Mr. Comegys moved to convene in closed session for a litigation matter as permitted under the Annotated Code of Maryland Sections 10-508(a)(7)(8). Mrs. Shields seconded and the vote was unanimous.

An update was provided on the issues relating to the WWTP lawsuit. Following discussion, the Council agreed to a course of action as put forth by the City Attorney. As to the potential litigation issue, the Council also gave a consensus for moving forward.

On a motion by Mrs. Shields and seconded by Mr. Comegys, the closed session adjourned at 9:56 p.m.

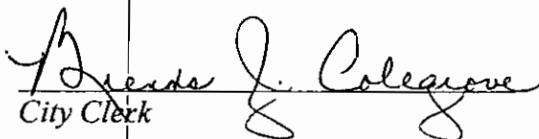
CITY OF SALISBURY, MARYLAND
CLOSED SESSION
DECEMBER 9, 2009

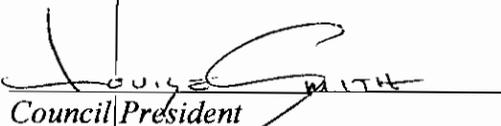
TIME & PLACE: 6:30 p.m. – Conference Room 306 - Government Office Building
PURPOSE: Consult with legal counsel
VOTE TO CLOSE: Unanimous
CITATION: Annotated Code of Maryland Sections 10-508(a)(7)(8)
PRESENT: Council President Louise Smith, Council Vice President Gary Comegys, Councilwoman Eugenie Shields, City Clerk Brenda Colegrove, City Administrator John Pick, City Attorney Paul Wilber
ABSENT: Councilwoman Deborah Campbell, Councilwoman Terry Cohen

At 6:30 p.m., in Conference Room 306 of the Government Office Building, Mr. Comegys moved to convene in closed session for discussion with legal counsel as permitted under the Annotated Code of Maryland Section 10-508(a)(7). Mrs. Shields seconded and the vote was unanimous.

City Attorney Paul Wilber reviewed his December 9, 2009 privileged and confidential information that was distributed to Council earlier today. The three Council members gave direction to counsel as to how they wished to proceed.

Mr. Wilber also provided a status report on a litigation issue. This was an update only with no action provided by Council.


City Clerk


Council President

STATEMENT FOR CLOSING A MEETING

Location: Rm 306 G.O.B

Date: 12/9/09
 Time: 6:30 pm

Motion: Comegys

Seconded By: Shields

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Deborah S. Campbell	{ }	{ }	{ }	{ ✓ }
Terry E. Cohen	{ }	{ }	{ }	{ ✓ }
Gary A. Comegys	{ ✓ }	{ }	{ }	{ }
Eugenie P. Shields	{ ✓ }	{ }	{ }	{ }
Louise Smith	{ ✓ }	{ }	{ }	{ }

STATUTORY AUTHORITY TO CLOSE SESSION

State Government Article §10-508(a):

- (1) To discuss:
 - { } (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
 - { } (ii) Any other personnel matter that affects one or more specific individuals.
- (2) { } To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.
- (3) { } To consider the acquisition of real property for a public purpose and matters directly related thereto.
- (4) { } To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
- (5) { } To consider the investment of public funds.
- (6) { } To consider the marketing of public services.
- (7) { ✓ } To consult with counsel to obtain legal advice on a legal matter.
- (8) { } To consult with staff, consultants, or other individuals about pending or potential litigation.

- (9) {} To conduct collective bargaining negotiations or consider matters that relate to the negotiations.
- (10) {} To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
- (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans.
- (11) {} To prepare, administer or grade a scholastic, licensing, or qualifying examination.
- (12) {} To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13) {} To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
- (14) {} Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

TOPICS TO BE DISCUSSED:

Consult with City Attorney on legal matter

REASON FOR CLOSING:

Protect privacy of discussion

LOUISE SMITH
Louise Smith
Council President
City of Salisbury

Statement of Core Issue 1: Illegal drug activity is at the core of attracting gang activity, prostitution, thugs, and other criminals to the Salisbury area. Where there is supply there will be demand and where there is demand there will be supply. The solution calls for a multi-faceted approach that deals with suppliers of the drugs and reducing or eliminating the customer base.

Underlying Problem 1	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>SPD staffing & retention: Failure to grow the police force in a manner commensurate with the growth of the city and the number of calls for service has led to inadequate manpower and resources to run special operations and support community oriented policing strategies. Consider greater minority hiring to reflect demographics and languages spoken. Consider hiring educated and seasoned officers requiring less training that should result in highly successful rapid deployment. Officer retention is also considered an issue, as seasoned officers have greater knowledge of the community and active criminal forces. There may also be a misalignment of performance measures and goals with leadership and officer perception of goals and objectives.</p>	<p>Goal: To maximize efficiency, staffing, retention and alignment of goals within SPD in support of significant, sustainable reduction of illegal drug markets and the customer base that supports the "business," while conducting the other essential operations of a municipal police department.</p> <p>Objectives: Increase the SPD force and alignment of resources to add the needed manpower to initiate and maintain the special operations and achieve stellar officer retention (as in Dover). (Note: 8 additional officers were requested in the FY09 budget cycle and were not funded). Step up law enforcement to disrupt and drive out the drug market and the customers who support it and maintain the gain long term.</p> <p>Tasks: Immediate/short-term:</p> <ol style="list-style-type: none"> Determine required staffing and identify funding. <p>SPD Response: We do an analysis of required personnel at the point of each major city annexation. The personnel request consistent with the analysis result is then incorporated into the yearly budget request.</p> <ol style="list-style-type: none"> Reprioritize and reprogram using current resources to the greatest extent and develop and implement a multi-departmental and multi-jurisdictional approach to fill the gap until funding and hiring can be achieved. <p>SPD Response: Implement a multi-departmental approach; we do this with all allied agencies. When the need arises for a combined effort such as the recent rash of robberies and the one (1) homicide, we work closely together combining our units to accomplish given tasks. We also work with allied agencies when accomplishing special operations and tactical assignments. We are the host of the intelligence center that provides crime analysis and intelligence support to all regional agencies.</p>	<p>Who: City of Salisbury (mayor & council), SPD, NSCC, WCSO, MSP, State of MD</p> <ol style="list-style-type: none"> Mayor and council SPD chief, Mayor, council, other elected officials (local and state), other law enforcement agencies, ad hoc citizen's group SPD personnel committee External, perhaps a team from Dover PD, Chamber Crime Task Force, and other law enforcement and administration experts <p>Resources:</p> <ol style="list-style-type: none"> Political will, police resources, reprioritization. Reallocation of funds in budget, grants. ARRA funding. Have retiring officers mentor new hires. 	<p>Baseline:</p> <p>Measurement: Increased number of special operations (Dover model), increased number of arrests and tracking and constantly improving closure rates. Satisfaction Survey of retired and retiring officers.</p> <p>Desired Outcome: Disruption and disbandment of hubs of illegal drug activity, and making it so difficult to conduct illegal drug business in Salisbury that dealers and customers leave the area. This will also result in the decrease of other crimes that feed off of the drug trade.</p>

	<p>Mid-term:</p> <p>2. Develop a blind survey to determine officer satisfaction and alignment of officer perceptions with goals and objectives</p> <p>SPD Response: We have a personnel committee that meets regularly to address questions and problems and brings those problems to the Chief or Division Commanders for solutions. The problems become a priority. Also, the Chief meets regularly with all personnel to discuss changes and our goals and objectives. Officers speak candidly to address rumors and concerns. The Chief also has an "open door" policy for his office to address concerns with officers. In addition, as a part of our accreditation process, two (2) surveys are distributed to the public every three (3) years. One is a victim/witness survey that addresses the concerns of victims and witnesses and how the SPD met their needs. The second survey is sent to randomly selected citizens of the city to request an assessment of the police department, and for an opportunity to voice their concerns of crime in their neighborhood and in the city.</p>		
	<p>3. Conduct an efficiency review of SPD, perhaps comparing to Dover maximize alignment of resources with goals and objectives.</p> <p>SPD Response: See above – we utilize the results of the random survey to change and improve our policies and procedures.</p>		

Underlying Problem 2:	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>Social & Economic Factors: A shift in social values, dissolution of core families, dissolution of stable neighborhoods and the social fabric of neighborhoods ... A lack of employers who pay living wages and the need for families to have more than one income or live in poverty has concentrated fragile populations in crime-ridden areas where illegal drug activities have become institutionalized.</p>	<p>Goal: Improve earning opportunities as a tool to stabilize families and the social fabric of Salisbury.</p> <p>Objectives: Increase the number of employers and jobs that pay good living wages and the number of local people who are qualified and ready to fill the jobs when the opportunities are available.</p> <p>Tasks:</p> <p>Immediate/short-term:</p> <ol style="list-style-type: none"> 1. Create a strong and viable plan to retain and grow the good employers that are already here 2. Increased focus on attracting strong new employers to the area (employers look at crime and the strength of the school systems when considering viable locations, so gains in these areas must be part of this strategy). 3. Strengthen and grow mentoring programs and tie mentoring and job opportunities to a pro-active approach that can be a stronger attractant to young people than drug dealing and crime. <p>Mid-term:</p> <ol style="list-style-type: none"> 4. Provide increased opportunities for local people to train for jobs that could be attracted as a result of having a trained work force available 5. Implement PG county's model that gets the worst criminals off the street and allows the followers an opportunity for employment and mentoring. 6. Explore more trade training to improve skill levels and earning potential. 7. Explore and implement programs from other localities that have successfully broken the cycle of poverty and strengthened families and a sense of belonging in the community (story telling & history model and developmental assets as examples). 	<p>Who: City of Salisbury (mayor & council), Salisbury Area Chamber of Commerce, US Small Business Administration, SU-Perdue School of Business, SPD, SWED, GSC, WCSO, MSP, State of MD, Wor-Wic, SU, UMES, BOE, existing mentoring efforts</p> <ol style="list-style-type: none"> 1. Mayor and council, SWED, GSC, other elected officials, State of Maryland 2. Mayor, council, other elected officials (local and state), other law enforcement agencies, ad hoc citizen's group 3. Existing mentoring programs, Juvenile Services, WCBOE, GSC 4. SU, UMES, others with research experience who are willing to volunteer 5. BOE, DOORS, Wor-Wic, SU, UMES, GSC 6. Multiple enforcement agencies, GSC 7. Wor-Wic, BOE, GSC, SWED 8. LMB, citizen committee, SNHS, Habitat, BOE <p>Resources: Political will, police resources, community agencies, existing schools, colleges, and universities, grants, State of MD</p>	<p>Baseline: ?</p> <p>Measurement: Decrease in number of families living at or below the poverty level and a median income for local families that is more in line with the state average, increase in the number of employers who pay living wages (less focus on service level jobs and more on industry and entrepreneurship), increase in new employers, growth in existing businesses, decrease in choices for criminal behavior and gang affiliation by young people, increased sense of connectivity and responsibility to the community by area youth</p> <p>Desired Outcome: Disruption and disbandment of hubs of illegal drug activity, and making it so difficult to conduct illegal drug business in Salisbury that dealers and customers leave the area. This will also result in the decrease of other crimes that feed off of the drug trade.</p>

Underlying Problem 3:	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>Salisbury has specific areas where crime and drug activity is chronic and flourishing: The presence of institutionalized areas for illegal markets is attributed anecdotally to several causes including a desire to contain the activity within certain areas as a "social norm" or as an alternative to disbursing it to other areas. These areas are blighted and beg the question of the "chicken or egg scenario" although more stable neighborhoods on the fringes of "bad streets" have experienced loss in neighborhood stability (businesses and residences) as the drugs and associated violence become more prevalent or more publicized. Once stable streets in the Church Street and Northern part of Camden Heights are illustrations of the related decline.</p>	<p>Goal: Salisbury becomes known as a place where illegal drug activity will not be tolerated</p> <p>Objectives: Disrupt illegal drug markets to the point where the "business" is unsustainable and breaking the cycle of the relationship between slum and blight and hubs for drugs and crime</p> <p>Tasks:</p> <p>Immediate/short-term:</p> <ol style="list-style-type: none"> 1. Develop or strengthen current strategies to impose automatic jail time for convicted dealers on first offence and a one chance at rehabilitation with second conviction as a buyer resulting in jail time – no nonsense approach 2. Adopt Dover's lease language requiring mandatory eviction for tenant receiving drug conviction or two convictions for violations of nuisance laws committed within a 12 month period. 3. Develop a mandatory protocol for collaboration between SPD, SFD & NSCC to respond to unsafe conditions in properties as a pilot in the areas where crime and blight are most prevalent. <p>SPD Response: We do this at this time. We communicate with NSCC whenever we encounter what we believe to be an unsafe property, whether on a normal call or when executing a search and seizure warrant. We also respond to assist when contacted by NSCC.</p> <ol style="list-style-type: none"> 4. Send curb-crawling letters to owners of cars seen "cruising" in areas where drug activity is known to be a problem 5. Examine implementation of the ban letters used by Dover as an alternative to "no trespassing signs" 6. Devote necessary time and resources to "sweep" for rental registration compliance 7. Pursue nuisance property and asset seizure consequences against property owners of buildings where illegal activity has been allowed on an ongoing basis (commercial and residential) <p>SPD Response: We have a protocol in place with the State's Attorney's Office to pursue the owners and tenants</p>	<p>Who: City of Salisbury (mayor & council), SPD, other law enforcement, Juvenile Services, DOJ, State's Attorney's office, NSCC, SFD</p> <ol style="list-style-type: none"> 1. ? 2. Mayor, council, city attorney, NSCC 3. NSCC, SPD, SFD, office of the Mayor, council 4. SPD 5. City attorney, Mayor and City Council 6. NSCC 7. State's Attorney's office, SPD and other law enforcement, office of the Mayor, City Council & City Attorney 8. Mayor and City Council 9. Multi-jurisdictional cooperation and resources in order to have a high impact effort 10. City (whatever comes after task force) & Chamber's anti-crime task force members 11. ? 12. Mayor and council, SNHS 13. Mayor & council, SNHS 14. Mayor & Council, Chamber, GSC, SWED 15. City (SPD, NSCC, BPI, Finance), Health Dept. WCSD, MSP, BOE, parole & probation, GSC 16. Group that evolves from task force 	<p>Baseline: ?</p> <p>Measurement:</p> <p>Desired Outcome: Disruption and disbandment of hubs of illegal drug activity, and making it so difficult to conduct illegal drug business in Salisbury that dealers and customers leave the area. This will also result in the decrease of other crimes that feed off of the drug trade.</p>

	<p>of nuisance properties both by conventional charging and the Grand Jury. We also regularly meet with local landlords and business owners to discuss issues with the properties and tenants, in an attempt to rectify problems before they escalate.</p>	<p>Resources: Political will, police resources, grants, work-force housing & revitalization funds</p>	
	<p>8. Give residents and businesses in these neighborhoods a reason for hope by making and keeping promises to significantly step up enforcement and consequences.</p> <p>9. Use Dover model of stopping cars for violations of all laws along certain drug and crime infested corridors (has resulted in getting known criminals off the street, seizure of guns and drugs, and much more to make a significant dent in disrupting the criminal community and making them feel unwelcome.</p> <p>SPD Response: The SPD Community Action Team (CAT) accomplishes this by utilizing aggressive enforcement, undercover officers and surveillance. The mission of the CAT team is placement in this type of neighborhood to bring about immediate results. This is accomplished by the aggressive enforcement of criminal and motor vehicle law, and often includes the execution of search and seizure warrants. The CAT team also gathers and utilizes gang intelligence and communicates regularly with the Eastern Shore Intelligence Center and works with other departments to give and receive intelligence and undercover support.</p> <p>10. Work with the Chamber's anti-crime initiative for shared support of mutual goals.</p> <p>Mid-term:</p> <p>11. Do what is needed to fully utilize SPD's ability and utilization of collaboration, intelligence gathering, information sharing with other agencies.</p> <p>12. Ensure that foreclosure purchase and resale strategies concentrate on areas where a concerted effort to reduce crime is in place.</p> <p>13. Enlist support of SNHS to encourage increased home ownership for reduced transiency in all neighborhoods identified during walks. Their current service areas may or may not already include all of these neighborhoods.</p>		

- 14. Enlist support from the business community and other entities to (SWED, Chamber, GSC, etc. to increase employment opportunities).
- 15. Adopt "Top 5" approach from PG County.
- 16. Research successful models in other jurisdictions for use of technology such as text messages and cell phone photos and videos to increase intelligence to police agencies.

SPD Response: SPD regularly utilizes video from a number of sources and has the ability to transmit the video where needed to provide intelligence support. We have full text and video enhancement capability and the ability to perform forensic video work for evidentiary purposes. In cooperative agreements with most cellular carriers, SPD has the ability to obtain evidentiary support and "track" suspects using cellular communications.

Underlying Problem 4:	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>Redirecting Salisbury's youth through education and outreach programs. Salisbury is known to be generous and caring and there are many programs in place to support children, families, and citizens in need. However, the level of crime occurring evidences a continued deterioration in the social fabric of our community, families, and children.</p>	<p>Goal: Redirecting citizens and our youth toward caring persons exercising responsible behaviors through a citywide education and outreach program.</p> <p>Objectives: Weave together all the outreach and education programs in place, determine shortfalls, and correct them. Member Steve Brewer, WCPS Safe Schools Coordinator, introduced a program, <i>40 Developmental Assets</i>, being used by the WCBOE and the Wicomico Partnership for Families and Children that focus on teaching (reeducating) 40 building blocks of healthy development to young people. This program can be broadened to a Citywide initiative. Close to 600 communities of all sizes have launched grassroots asset-building initiatives across North America. Major cities with asset-building initiatives include New York City, Atlanta, Seattle, Dallas, Houston, El Paso, San Jose, Toronto, and Montreal. Create the support for "It takes a community to bring about the change needed in Salisbury," to reduce crime, poverty, drug dependency and promote jobs, family, and social caring. A second objective is to include working with the Humane Society to bring into the schools and community information on the humane treatment of animals, dog bite prevention, and utilization of the <u>Humane Society's reward of up to \$5,000</u> for information leading to the arrest and conviction of anyone involved in dogfighting or cockfighting.</p> <p>Tasks Objective 1: Immediate/short term:</p> <ol style="list-style-type: none"> Determine what programs are available and their target audience. Distribute this information to all residents in Salisbury through the media and on-line for the purposes of self-help. Determine if any other organizations are using the <i>40 Developmental Assets</i>, bring them together with known users and knowledgeable leadership to develop a Citywide initiative. Package this program with a Citywide policing effort to reduce crime, thus providing a vehicle for all organizations and residents to aid in bringing about change. Charge them with the responsibility. <p>Mid-term:</p> <ol style="list-style-type: none"> Use the pre-developed survey to evaluate the reach of this 	<p>Who: City of Salisbury (mayor and City Council).</p> <p>Resources Task One:</p> <ol style="list-style-type: none"> WCBOE All government agencies All outreach programs. Non-profits and for profit daycare and schools. Universities. Businesses Organizations Other groups Everyday citizens. <p>Resources Task Two:</p> <p>In addition to those listed above:</p> <ol style="list-style-type: none"> Wicomico Co Humane Society PAC 14 Wicomico County Sheriff's Office, Chief Deputy Gary Baker Councilwoman Shields Interested citizen Edna Walls 	<p>Baseline:</p> <p>Measurement: <i>40 Developmental Assets</i> is an established program with measurement criteria. Reduction in reported dog aggression, fights, and bites.</p> <p>Desired Outcome: Both children and adults are redirected toward behaviors that reflect a positive identity, social competencies, positive values with a commitment to learning, constructive use of time, feeling empowered, and supported by family, other adults, neighbors, and schools.</p>

	<p>message to adults within the community.</p> <p>2. Work with the schools to ensure these assets have been incorporated into the schools curriculum and culture.</p> <p>3. Make adjustments in focus as needed.</p> <p>Long-term: Need to address young mothers/children in poverty by:</p>		
	<ul style="list-style-type: none"> ▪ Providing social skills ▪ Providing behavioral/ parenting skills ▪ Job training and education (reading skills) ▪ Educating on gang lifestyle (gap in perception and reality) ▪ Providing pre-K program ▪ Providing gang education program (BOE is providing a character education program) <p>Consider developing program to do the aforementioned</p> <ul style="list-style-type: none"> ▪ Funded by Local Management Board (Linda Hardman, Director) ▪ Collaboration/ participation by <ul style="list-style-type: none"> ▪ Faith-based orgs ▪ Social service orgs ▪ BOE <p>Tasks Objective 2: Immediate/short term:</p> <p>1. Coordinate the adoption of the already developed education programs available from the HSUS on the humane treatment of animals and dog bite prevention programs with the 40 Developmental Assets.</p> <p>2. Obtain and distribute dog fighting posters at library, and in convenience stores, Department of Social Services, pet stores, and other public places to combat community reported dog fighting. (Mayor Ireton said he would call for the posters, Councilwoman Shields expressed interest in their distribution).</p> <p>3. Chief Deputy Gary Baker volunteered his agency to work with PAC 14 in developing community education.</p>		

Note from Carol: The Daily Times has commenced a new effort to recognize a student of the week. The first student featured is a Michael Tilghman, student at Parkside High, featured on October 6, 2009. This initiative was taken after a chance conversation with Greg Bassett on bringing more local news to the Business and

Shorelife sections of the newspaper. On the day of the conversation, the only local news was an interview with a beautiful young lady attending a private school. I asked why the paper did not feature public school students with whom most students could identify. Why not use such an opportunity to help bring about a resolution to the CTF Underlying Problem #4, redirecting our children to be caring and responsible through recognizing them in the paper, momentary fame. Greg said he would get back to me. While the newspaper featured this student, it has not yet announced its new program, which will include scholarship funds to be awarded to three of the featured 52 students. I believe that once this program is fully established and announced, that it just might become "cool" to be a good student in addition to being a good jock. <http://mailto:http://www.delmarvanow.com/article/20091006/LIFESTYLE/910060397/1024/Pre-game--it-s-study-time> .

Underlying Problem 5:	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>Greed & Status: Pursuit of notoriety and fast money fuel the drug market and associated violence:</p>	<p>Goal: Shift social values Objectives: To offer a positive alternative for gratification and recognition as well as consequences that are a tangible deterrent</p> <p>Tasks: Immediate/short-term:</p> <ol style="list-style-type: none"> 1. Aggressive and consistent prosecution 2. Partner with GSC to implement the other component of the "Top 5" approach that offers "up and comers" in the cycle of greed and status an alternative for a positive outcome <p>Mid-term:</p> <ol style="list-style-type: none"> 3. Identify methods to make those on the fringe of becoming involved feel connected to the community (an example is the history recording project) 	<p>Who: City of Salisbury (mayor & council), SPD, other law enforcement, Juvenile Services, DOJ, State's Attorney's office, NSCC, SFD, Parole & Probation</p> <ol style="list-style-type: none"> 1. Law enforcement, State's Attorney's Office, Judges, Parole & Probation, Juvenile Services 2. Representatives from above & GSC 3. Post-task force group, Chipman Center, NAB Center, PAC 14 	<p>Baseline: A quantifiable identification of the current magnitude of mid- to low-level "up and comers"</p> <p>Measurement: Number of successful prosecutions of "leaders" in the drug and gang environment and number of mid- to low-level "up and comers" who become gainfully employed and are successfully mentored for a positive long-term lifestyle change</p> <p>Desired Outcome: Breaking the cycle that feeds the leadership voids and perpetuates the cycle of a drug culture where money and status are the driving forces</p>

Underlying Problem 6:	<u>Solution</u> (goals, objectives, timelines, tasks)	<u>Implementation</u> (who, resources)	<u>Success Measures</u>
<p>The relocation of ECI families to this area believed (anecdotally) to be increasing the number of households without a strong male role model. ECI release policies is believed (anecdotally) to have increased the number of households with gang affiliations, and burdening probation or other forms of correctional services and local reentry services that are critical in reducing recidivism rates. The Greater Sal Committee's Crime Survey Report Dtd 01/14/09 identified as a needed structural change, ECI's release policies. See URL at note below for full survey.</p>	<p>Goal: <u>Reduce perception that ECI is contributing to Core Issue 1. Illegal drug activity is attracting gang activity, prostitution, thugs, and other criminals to the Salisbury area.</u></p> <p>Tasks: Immediate/short-term:</p> <p>4. Commission a study (done on a volunteer basis by qualified local people) to establish whether there is a correlation between the location of ECI and the volume of crime in Salisbury. If there is, a nexus can be created to approach the state for additional law enforcement funding to deal with the direct impact of the location of the prison.</p> <p>Mid-term:</p> <p>5. If appropriate, work with the State and ECI to reduce the burden on the local agencies and improve recidivism.</p>	<p>Who: City of Salisbury (mayor & council), Salisbury Area Chamber of Commerce, US Small Business Administration, SU Perdue School of Business, SPD, SWED, GSC, WCSO, MSP, State of MD, Wor-Wic, SU, UMES, BOE, existing mentoring efforts</p> <p>9. Mayor and council, SWED, GSC, other elected officials, State of Maryland</p> <p>10. Mayor, council, other elected officials (local and state), other law enforcement agencies, ad hoc citizen's group</p> <p>11. Existing mentoring programs, Juvenile Services, WCBOE, GSC</p> <p>12. SU, UMES, others with research experience who are willing to volunteer</p> <p>13. BOE, DOORS, Wor-Wic, SU, UMES, GSC</p> <p>14. Multiple enforcement agencies, GSC</p> <p>15. Wor-Wic, BOE, GSC, SWED</p> <p>16. LMB, citizen committee, SNHS, Habitat, BOE</p> <p>Resources: Political will, police resources, community agencies, existing schools, colleges, and universities, grants, State of MD</p>	<p>Baseline: Study Information, and release information from ECI.</p> <p>Measurement: Decrease in choices for criminal behavior and gang affiliation by previously incarcerated individuals.</p> <p>Desired Outcome: Quantifiable reductions in recidivism rates.</p>

Note: Crime Survey Report can be found at <mailto:http://www.greatersalisbury.org/userfiles/files/090114%20Crime%20survey%20report.pdf>

Statement of Core Issue 2: Street prostitution and its collateral damage. Street prostitution openly exists along the Rt. 13 corridor including neighborhood side streets between Isabella and Olive Streets and in the Newton/Smith St. area. The prostitution attracts a criminal element that supports illegal drug markets and has a detrimental effect on family-oriented neighborhoods, legitimate businesses, and public safety in general.

Underlying Problem 1	Solution (goals, objectives, timelines, tasks)	Implementation (who, resources)	Success Measures
<p>Enforcement: is not aggressive enough to deter the activity.</p> <p>Although Dover, DE has similar demographics their crime rate is ½ of Salisbury's. Additionally, penalties in Maryland are less stringent than those in DE and VA.</p>	<p>Goal: Reduction of street prostitution</p> <p>Objectives: -Reduce the appeal of Salisbury-that may be a result of more lenient enforcement.</p> <p>Tasks:</p> <p>Immediate/short-term:</p> <ol style="list-style-type: none"> 1. Step up law enforcement. Enlist help from other agencies if needed. 2. Adopt the community policing efforts practiced in Dover including legislative action 3. Pursue billboard opportunity with Clear Channel 4. Advertising through a billboard campaign that johns are no longer welcome in the neighborhoods and if arrested they will be identified in the press and if sentenced will be publically identified. <ol style="list-style-type: none"> a) Sign on other media outlets including television, print media and websites (blogs) as outlets for the information b) Posting the names, pictures, and penalties of convicted johns on a police website and in the media 5. Review Salisbury Charter and Municipal Codes for enforcement opportunities and potential enabling legislation. Craft and adopt legislation creating "no prostitution zones", increasing penalties, e.g., increased fees for vehicle impoundment. 6. Concentrate zoning and code compliance efforts at addresses where prostitution is centered and pursue legal remedies <p>Mid-term:</p> <ol style="list-style-type: none"> 7. Seek court support for maximizing current penalties and for programs like drug court. <p>Adopt the DOJ findings and recommendations to focus on deterring customers (johns) with tools such as curb crawling initiatives that notify car owners by US mail that their car was seen (and when) in an area known for prostitution and drug activity.</p>	<p>Who: City of Salisbury (mayor & council), SPD, NSCC, WCSO, MSP, State's Attorney's office, courts, media outlets</p> <ol style="list-style-type: none"> 5. Mayor, SPD Chief, WCSO, other agencies 6. Mayor and council 7. Clear Channel already on board thanks to subcommittee, WSCO has offered space regarding arrests and convictions, subcommittee is willing to continue to serve as ad hoc citizens group and is willing to sign on other media outlets 8. Mayor, council, and city attorney 9. SPD, NSCC, State's Attorney's office 10. Law enforcement, citizens & State's Attorney's office working collaboratively 11. City council, city attorney <p>Resources: Political will, police resources, reprioritization of efforts on street prostitution and its collateral damage, DOJ (grants?)</p>	<p>Baseline: Well over 100 prostitutes and johns have been arrested and identified. Use current information to establish baseline.</p> <p>Measurement: Reduction in the total number of prostitutes in the community, increased number of arrests and convictions, community survey to gauge success in increased public satisfaction regarding various efforts to reduce prostitution and increase public safety, adopt closure rate comparisons used in Dover</p> <p>Desired Outcome: Salisbury being known as a community where prostitution is not welcome and the absence of street prostitution. Drive out street prostitution so that there is less traffic and cash to support the drug market, thus reducing the trafficking in the same areas.</p>

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

November 23, 2009

Page No.

1.	Surplus of Items-Police Duty Weapon	-0-
2.	Change Order # 1 Contract RFP 7-09 Asset Management System (Acct. Nos. 81080-577036, 84080-577036)	\$6,025.00
3.	Change Order # 1 Contract 104-10 Parking Structure Repairs (Acct. No. 31154-577015)	\$43,236.24
4.	Change Order # 1 Contract A-2-09 Polymer (Acct. No. 86083-546004)	\$43,648.03
5.	Recommendation of Award Contract # RFP 3-10 Southside Elevated Water Storage Tank Engineering Services Project (Acct. No. 81080-577030-48010)	\$149,500.00

City of Salisbury



PAMELA B. OLAND
DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION
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410-548-3190
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MARYLAND

COUNCIL AGENDA

November 23, 2009

TO: Mayor and City Council

SUBJECT: Surplus Police Weapon

The City of Salisbury Internal Services Department, Procurement Division, received a request from the City of Salisbury Police Department to declare the following duty weapon from Officer Jonas Barry as surplus property.

Glock Model #21, 45 caliber handgun Serial # BAE074

Officer Barry retired at the end of October, 2009 from the City of Salisbury Police force and it is customary to provide retired officers with their weapons upon retirement. With approval, once this item is declared surplus, it will be given to Officer Barry.

Thank you.

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



147th

POLICE DEPARTMENT

ALLAN J. WEBSTER, SR.
Chief of Police

City of Salisbury



September 22, 2009



45th

699 W. SALISBURY PARKWAY
SALISBURY, MARYLAND 21801

410-548-3165

TO: Karen Redderson
Procurement

FROM: PFC D. Parsons
Quartermaster

SUBJECT: INVENTORY (WEAPON)

The Salisbury Police Department has a history of giving retiring Police Officers their duty weapon as a retirement gift. With Chief Webster's approval, I am requesting the Salisbury City Council declare as surplus, one Glock, Model 21, 45 caliber handgun with serial number BAE074. This weapon will be given to Officer Jonas Barry, who medically retired at the end of October 2009.

Respectfully Submitted,

PFC Danny Parsons 0194
Quartermaster
Salisbury Police Department

City of Salisbury



PAMELA B. OLAND
DIRECTOR OF INTERNAL SERVICES

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

MARYLAND

COUNCIL AGENDA

November 23, 2009

TO: Mayor and City Council

SUBJECT: Changer Order # 1 for Contract # RFP 7-09
Asset Management System

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #1 for Contract # RFP 7-09, *Asset Management System*, in the amount of \$6,025.00.

This change order provides for the purchase of an Enterprise License Agreement for the SPW asset management software program, *Cityworks Desktop*, purchased under this contract. This license agreement will allow anyone in the City to install and use the software on their computer rather than the five individual licenses purchased at the time of the original contract. SPW anticipated the purchase of this global license agreement during Phase II of the Asset Management System project, but has determined there is a need for this during the initial implementation based on the needs of the Water and Sewer Branch. It is more cost effective and better meets the needs of the City to transfer to an enterprise license agreement to allow for all users to access the system as needed. This change order also increases the contract duration by 169 days to allow for a broadening of the implementation of the system throughout the department and for training to complete this task.

There are sufficient funds in Account Numbers 81080-577036 (\$3,012.50-Engineering-Computer Software) and 84080-577036 (\$3,012.50-Sewer-Computer Software) 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 EA Engineering, Science and Technology, Inc., the city's contractor, in the amount of \$6,025.00.

Thank you.

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

CITY OF SALISBURY

DEPARTMENT OF PUBLIC WORKS

October 28, 2009

TO: Karen Reddersen – Deputy Director, Internal Services
FROM: Dorine Turner, Resource Manager
SUBJECT: Change Order No. 1 - Contract No. RFP 7-09
Asset Management System

Please process Change Order No.1 for an additional amount of **\$6,025.00** to the total contract amount for the above referenced contract for contractor to:

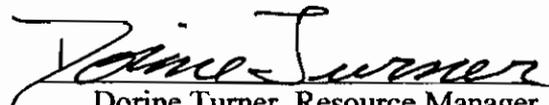
1. Purchase an Enterprise License Agreement (ELA) for Cityworks Desktop instead of five (5) individual licenses. The ELA allows anyone in the City to have the software on their computer rather than purchasing individual licenses. This would have been done in Phase II of the project, but due to the number of licenses needed for the initial implementation in the Water & Sewer Branch, we have determined it to be more cost effective to purchase it during Phase I.
2. Increase the time allowed for the completion of this contract by 169 days for a total of 336 days due to implementation and training scheduling. Based on a request from the Mayor to broaden the implementation of the system throughout the Department and the increased amount of training to perform this task, it is necessary to provide additional time to the vendor.

The new contract amount is \$65,984.52

This change order amount of \$6,025.00 is to be encumbered from:

Account No. 81080-577036	\$+ <u>3,012.50</u>
84080-577036	\$+ <u>3,012.50</u>

Thank you for assistance and cooperation, both past and present, on this worthwhile project.


Dorine Turner, Resource Manager

cc: File

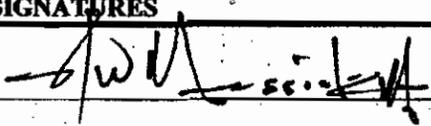
City of Salisbury, Maryland
TRANSFER OF FUNDS

Mayors Office Use Only
 File Number:

COPY

Department: Public Works			Date of Request: <u>October 27, 2009</u> FY10 Funds	
NO:	TRANSFER FROM ACCT:	TO ACCT#:	AMOUNT:	JUSTIFICATION:
1.	81080-513020 Eng./Arch.	81080-577036 Computer Software	\$3,012.50	To cover additional cost of purchasing ELA for Cityworks Desktop for use by everyone instead of individual licenses.
2	84080-577022 Sewer Main Const.	84080-577036 Computer Software	3,012.50	To cover additional cost of purchasing ELA for Cityworks Desktop for use by everyone instead of individual licenses.
3				
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The Mayor is authorized to transfer funds by Section 7-28 of the City Charter

APPROVALS	SIGNATURES	DATES
DEPARTMENT – Recommended		10-28-09
EXECUTIVE – Authorized		

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

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

November 23, 2009

TO: Mayor and City Council

SUBJECT: Change Order 1 for Contract # 104-10
Parking Structure Repairs

The City of Salisbury Internal Services Department, Procurement Division, received a request from the Salisbury Parking Authority to process Change order # 1 for Contract # 104-10 *Parking Structure Repairs*, in the amount of \$43,236.24.

This change order provides for additional penetrating concrete sealer of 91,992 square feet at \$.47/sq. ft. to seal the entire Levels 2 and Level 3 of the City Parking Garage. The original bid document called for applying 25,000 square feet of sealer a \$.47 / sq.ft. The total square footage of Level 2 and Level 3 is 116,992 which will require an additional 91,992 sq. ft. of sealer. The original specification quantity was provided by the City's parking consultant, Carl Walker Inc., in error, during the original bid process for Contract # 104-10.

There are sufficient funds in 31154-577015 (\$43,236.24 Buildings) to cover the cost of this change order as the original budgeted amount for this work is \$155,000.00. The Department of Internal Services-Procurement Division requests Council's approval to approve Change Order # 1 as noted above to Simpson Unlimited, Inc., the city's contractor, in the amount of \$43,236.24.

Thank you.

Karen D. Reddersen

Assistant Director of Internal Services-Procurement Division

CHANGE ORDER

PROJECT: **Contract No. 104-10**
Parking Garage Waterproofing
Maintenance & Repairs

P.O. NO: **2100177**

TO: **Mr. Lenny Peters**
Simpson Unlimited, Inc.
11121 Industrial Road
Manassas, VA 20109

CHANGE ORDER NO: 1
INITIATION DATE: November 9, 2009
CONTRACT DATE: October, 13, 2009
ACCOUNT NO: 31154-577015

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

1. Additional Sq. Ft. Penetrating Concrete Sealer Level 3: 58,496 @ .47/sq.ft. = \$27,493.12
2. Additional Sq. Ft. Penetrating Concrete Sealer Level 2 33,496 @ .47/sq.ft. = \$15,743.12
(25,000 sq. ft. included in original bid). Total increase \$ 43,236.24

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>103,999.00</u>
Net change by previously authorized Change Orders	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was	\$ <u>103,999.00</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this Change Order	\$ <u>43,236.24</u>
The new Contract Sum including this Change Order will be	\$ <u>147,235.24</u>
The Contract Time will be (increased), (decreased), (unchanged) by this Change Order by () days or () weeks	
The date of substantial completion as of the date of this Change Order	
therefore is	

AUTHORIZED:

BY _____
Pamela Oland
Director of Internal Services

DATE _____

BY _____
Pamela Oland
Director of Internal Services

DATE _____

BY _____
Lenny Peters
Simpson Unlimited, Inc.

DATE _____

BY _____
Louise Smith
President, City Council

DATE _____

BY _____
Karen Reddersen, Assistant Director
Internal Services -- Procurement

DATE _____

BY _____
Paul Wilber
City Solicitor

DATE _____

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

November 23, 2009

TO: Mayor and City Council

SUBJECT: Change Order # 1 for Contract # A-2-09
Polymer

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW), Wastewater Treatment Branch, to process Change Order #1 for Contract # A-2-09, *Polymer*, in the amount of \$43,648.03.

This change order provides for an increase of Emulsion Polymer by 21,084.25 pounds at \$1.03/lb. for a total of \$21,716.78. It also provides for an increase of Dry Polymer by 115,125 pounds at \$1.45/lb for a total of \$21,931.25. Total change order increase for both chemicals is \$43,648.03. The increase in dry polymer is needed due to initiating a second feed point for the ENR treatment upgrade. The resulting increase in sludge production requires additional emulsion polymer for dewatering. This change order increases the contract time by 200 days through the end of August, 2010, so that there is sufficient time for contract renewal or rebid and award for FY2011 polymer requirements.

There are sufficient funds in Account Number 86083-546004 (Chemicals) 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 Polydyne, Inc., the city's contractor, in the amount of \$43,648.03.

Thank you.

Karen D. Reddersen

Assistant Director of Internal Services-Procurement Division

CITY OF SALISBURY
DEPARTMENT OF PUBLIC WORKS
WASTE WATER TREATMENT BRANCH

November 12, 2009

To: Karen Reddersen, Purchasing Agent
From: Newell W. Messick, III, Acting Director of Public Works
Subject: Change Order No. 1, Contract No. A-2-09

Salisbury Public Works - Wastewater Treatment Branch requests the City of Salisbury Internal Services Department, Procurement Division to process Change Order # 1 for Contract No. A-2-09 *Polymer* from Polydyne, Inc. as follows:

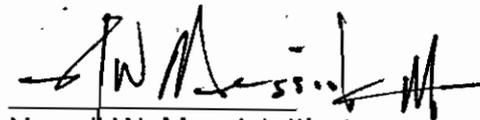
- | | | | | |
|----|---------------------------|---------------|----------------|--------------|
| 1. | Increase Emulsion Polymer | 21,084.25 lbs | @ \$ 1.03/LB = | \$ 21,716.78 |
| 2. | Increase Dry Polymer | 15,125 lbs | @ \$ 1.45/LB = | \$ 21,931.25 |
| | Total | | | \$ 43,648.03 |

Additionally, please extend the contract end date 200 days from February 10, 2010 to August 29, 2010.

Funds encumbered by this change order are to be used to purchase additional dry polymer needed due to initiating a second feed point for the ENR treatment upgrade. The resulting increased sludge production requires additional emulsion polymer for dewatering as well.

There are adequate funds available in 86083-546004 (Chemicals) to cover the increased cost of \$43,648.03.

Thank you,



Newell W. Messick III
Acting Director

11-12-09

CHANGE ORDER

PROJECT: Contract Nos. A-2-09
Polymer

P.O. NO: 2090342

TO: Mr. Lawrence Grizzle
Polydyne, Inc.
P O Box 279
Riceboro, GA 31323

CHANGE ORDER NO 1
INITIATION DATE: November 10, 2009
CONTRACT DATE: February 10, 2009
ACCOUNT NO: 86083-546004

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

1. Increase quantity of Emulsion Polymer 21,084.25 lbs \$ 1.03/LB = \$21,716.78
2. Increase quantity of Dry Polymer 15,125 lbs @ \$1.45/LB = \$21,931.25
3. Extend contract end date 200 calendar days from February 10, 2009 to August 29, 2010

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>81,229.40</u>
Net change by previously authorized Change Orders	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was.....	\$ <u>81,229.40</u>
The Contract Sum will be (increased), (decreased), (unchanged) by this Change Order	\$ <u>43,648.03</u>
The new Contract Sum including this Change Order will be.....	\$ <u>124,877.43</u>
The Contract Time will be (increased), (decreased), (unchanged) by this Change Order by (200) days or () weeks	
The date of substantial completion as of the date of this Change Order therefore is	<u>August 29, 2010</u>

AUTHORIZED:

BY _____
Newell Messick III, P.E.
Acting Director of Public Works

BY _____
Lawrence Grizzle
Polydyne, Inc.

BY _____
Karen Reddersen, Assistant Director
of Internal Services-Procurement

DATE _____

DATE _____

DATE _____

BY _____
Pamela Oland
Director of Internal Services

BY _____
Louise Smith
President, City Council

BY _____
Paul Wilber
City Solicitor

DATE _____

DATE _____

DATE _____

Cc: File
Dave Winslow

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

November 23, 2009

TO: Mayor and City Council

SUBJECT: Recommendation of Award Contract # RFP 3-10
Southside Elevated Water Storage Tank Engineering Services Project

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to solicit bids to design, prepare bid documents, a cost estimate, and engineering services during the construction for a 1.5 million gallon elevated water storage tank on City property at Parcel # 1635 on Milford Street.

Under Contract RFP 3-10, the Procurement Division requested bids for this 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 thirty-three (33) vendors were sent proposal packages with eleven (11) vendors submitting a proposal by the due date and time, October 16, 2009 at 3:30 p.m.

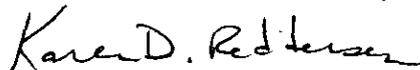
Bid results for the project are as follows:

Vendor	Bid Amount
CABE	\$145,000.00
CMX	\$149,500.00
McCrone	\$156,120.00
KCI	\$177,900.00
GMB	\$194,200.00
DMW	\$199,800.00
Sterns and Wheler	\$237,535.54
Dewberry	\$239,787.00
Whitman Requardt	\$265,068.00
Arro	\$276,948.00
Davis, Bowen and Friedel, Inc.	\$356,870.00

An analysis of the bid documents was conducted by SPW utilizing the evaluation criteria identified in the RFP, including expertise and qualifications related to the scope, approach and methodology, price, performance on recent projects, experience working with municipal projects, and geographic location. A recommendation has been made to award Contract RFP 10-09 to CMX in the amount of \$149,500.00. CMX received outstanding references and has completed multiple projects of a related nature for municipalities throughout Maryland, New Jersey and Pennsylvania. The contract amount represents a fair market value for the work as it is within the engineer's estimate of \$150,000.00, thus the work is financially feasible and cost effective.

There are sufficient funds in Account No. 81080-577030-48010 (Water Engineering Account) through the FY2008 General Obligation Bond for Water Storage Engineering. 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 CMX, in the amount of \$149,500.00.

Thank you.



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

CITY OF SALISBURY

DEPARTMENT OF PUBLIC WORKS

To: Karen Reddersen - Assistant Director of Internal Services – Procurement
Division

From: Lee Beauchamp– Project Engineer, Salisbury Public Works

Subject: Recommendation of Bid Award for RFP 03-10
“Southside Elevated Water Storage Tank Engineering Services Project”

Date: 10Nov2009

SPW has received eleven (11) responses to the subject Request for Proposal (RFP). This RFP includes the design, preparation of bid documents, cost estimate, and engineering services during construction of a 1.5 million gallon elevated water storage tank at Parcel #1635 on Milford St and associated improvements. The need and location for this water tower was outlined in the November 2008 Water and Wastewater Facilities Plan as part of system improvements to increase finished water storage capacity and improve water pressure throughout the City. Public Works has reviewed and rated the proposals in accordance with the evaluation criteria in the RFP and has selected CMX as the most qualified firm. CMX is a reputable firm with over 40 years of experience designing water/wastewater treatment facilities and conveyance systems for municipalities throughout Maryland, New Jersey, and Pennsylvania. SPW has contacted the references for CMX with all of them recommending CMX based on excellent results on water storage tanks of similar design and size. The evaluation criteria was broken down into six different criteria with weighted values to include 25% for expertise and qualifications related to the Scope of Services, 20% for approach and methodology to complete the Scope of Services; 20% for price and billable rates, 20% for performance on projects within the last three years, 10% experience working with municipalities and municipal projects, 10% for geographic location.

The scope of work in the RFP was broken down into seven separate tasks. Task 100 included the design, preparation of contract drawings, specifications, bid documents, permitting, cost estimate and tentative schedule for two (2) tank options, 1.5MG and 2.0MG. Task 200 included the same functions as task 100 for two (2) tank options, 1.0MG and 1.25MG. Task 300 included attending the pre-bid meeting, prepare addendums as needed, bid review and award recommendations. Task 400 included construction administration, Task 500 – construction inspection, Task 600 – work associated with MDE loan requirements and Task 700 – SCADA requirements.

Eleven (11) firms offered proposals to our request on October 16, 2009 at 3:30P.M.: Arro, CABE, CMX, DMW, DBF, Dewberry, GMB, KCI, McCrone, Stearns & Wheler, and Whitman Requardt. Following the review committee's independent evaluation of each of the proposals, in accordance with the evaluation criteria in the RFP, the group met to discuss the rankings. After a second independent evaluation, of the top four firms, the committee reconvened to discuss the rankings and recommended CMX be awarded the contract.

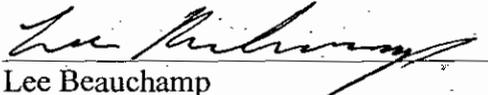
The proposed contract costs are as follows:

<u>Firm</u>	<u>Task 100-700</u>
Arro	\$276,948.00
CABE	\$145,000.00
CMX	\$149,500.00
DMW	\$199,800.00
DBF	\$356,870.00
Dewberry	\$239,787.00
GMB	\$194,200.00
KCI	\$177,900.00
McCrone	\$156,120.00
Stearns & Wheler	\$237,535.54
Whitman Requardt	\$265,068.00

Per the evaluation criteria, this recommendation based on evaluation factors and CMX's understands of the project as outlined in their project approach. SPW recommends awarding the contract in full to **CMX** for **\$149,500.00**. The project is economically feasible for the City with \$150,000.00 being budgeted for this project in FY2008 General Obligation Bond "Water Storage Engineering". Funds to cover the cost of this work are available in the Water Engineering Account # 81080-577030-48010.

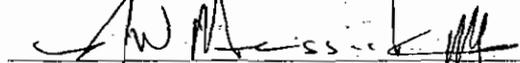
Thank you for your assistance on this and past requests.

Prepared by:



Lee Beauchamp
Project Engineer

Approved by:



Newell W. Messick III, P.E.
Deputy Director, Salisbury Public Works

11-13-09

Cc: File