



**CONSENT AGENDA** – presented by City Clerk Brenda Colegrove

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

- August 10, 2009 minutes
- Resolution No. 1819 – reappointment of Kay Crouch to the Housing Board of Adjustments and Appeals for a term ending August 2013

**RESOLUTIONS** – presented by Police Chief Allan Webster

The following grant funds were unanimously accepted on a motion by Ms. Cohen and seconded by Mr. Comegys:

- Resolution No. 1817 – accepting state grant funds of \$17,300 in cooperation with the Wicomico County Health Department to provide for overtime reimbursement to police officers participating in neighborhood patrols intended to reduce violations of the open container and underage drinking laws
- Resolution No. 1818 – accepting \$4,500 in federal grant funds awarded through the United States Department of Justice to provide for overtime reimbursement to officers participating in additional enforcement activity related to controlled dangerous substance violations

**AWARD OF BIDS** – presented by Internal Services Director Pam Oland

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

- Change Order #5 Contract 102-09 \$34,710.00  
Isabella Street Shoreline Rehabilitation  
Acct. Nos. 86078-577023-55002, 31178-513026-48004  
George and Lynch, Inc.

**MANUFACTURING EXEMPTION REQUESTS** – presented by Internal Services Director Pam Oland

The following manufacturing exemption requests were unanimously approved on a motion and a second by Mr. Comegys and Ms. Cohen, respectively:

- Harvard Custom Manufacturing, Inc. – will benefit from the exemption by a total savings of \$26,943 in personal property taxes over the next five years for equipment purchased in 2008
- K & L Microwave – will benefit from the exemption by a total savings of \$112,237 in personal property taxes over the next five years for equipment purchased in 2008

**ORDINANCES** – presented by Attorney Skip Cornbrooks and Internal Services Director Pam Oland

- Ordinance No. 2083 – 2<sup>nd</sup> reading – approving an amendment to the FY09 Marina Fund Budget and the FY09 General Fund Budget to appropriate funds (\$15,499.92) to provide for uncollectible receivables

Ordinance No. 2083 for second reading was unanimously approved on a motion by Mr. Comegys and seconded by Ms. Cohen.

- Ordinance No. 2084 – 1<sup>st</sup> reading – changing the name of Asbury Place to Makemie Place (requested by Wicomico Presbyterian Church)

Ordinance No. 2084 for first reading passed unanimously on a motion by Ms. Cohen and seconded by Mr. Comegys.

- Ordinance No. 2085 – 1<sup>st</sup> reading – authorizing legislation to issue/sell General Obligation Bonds (\$3,000,000) – Maryland Water Quality Financing Administration for the acquisition, construction, installation, improvement and equipping of a new treated water storage facility and related pumps, backup power and associated improvements and appurtenances

On a motion by Mr. Comegys and seconded by Ms. Cohen, Ordinance No. 2085 for first reading was unanimously approved.

- Ordinance No. 2086 – 1<sup>st</sup> reading – authorizing legislation to issue/sell General Obligation Bonds (\$3,000,000) – Maryland Water Quality Financing Administration for the acquisition, construction, rehabilitation, upgrading, installation, improvement and equipping of a sewage lift station and related force mains and sewer lines and other associated improvements and appurtenances

Ordinance No. 2086 for first reading passed unanimously on a motion and a second by Mr. Comegys and Ms. Cohen, respectively.

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

- Resolution No. 1820 – authorizing the mayor to sign a Memorandum of Understanding with The Circuit Court for Wicomico County to designate five parking spaces on Calvert Street for law enforcement and court security vehicles

Resolution No. 1820 passed unanimously on a motion by Mr. Comegys and seconded by Mrs. Campbell.

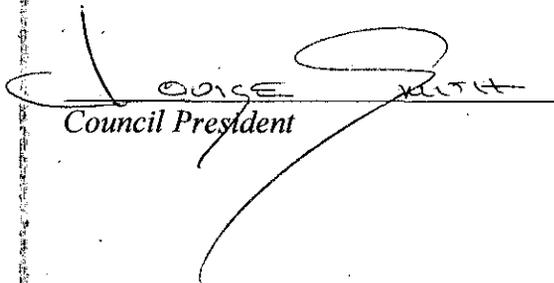
**PUBLIC COMMENTS**

Comments were received on the following:

- *informing citizens on status of Wastewater Treatment Plant*
- *monitoring of storm water management ponds*
- *concrete islands on E. College Avenue near the school being a heat generator*
- *need for handicapped parking spaces near the Bandstand in the City Park*
- *adjusting boundaries of Salisbury Historic District*
- *previous projects impacting west side of Salisbury (i.e., Weed and Seed Crime Prevention Program; HotSpot; Salisbury Neighborhood Housing Service; location of Police and Fire Departments)*
- *new Library location – consideration of all opinions and ideas*
- *Waverly Drive project (i.e., speed enforcement when completed)*

The meeting adjourned at 6:53 p.m.

  
City Clerk

  
Council President

# 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

**August 24, 2009**

Page No.

Change Order # 5 Contract 102-09  
Isabella Street Shoreline Rehabilitation  
(Acct. Nos. 86078-57703-55002,  
31178-513026-48004)

\$34,710.00

# City of Salisbury



MARYLAND

**PAMELA B. OLAND**

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

## COUNCIL AGENDA

**August 10, 2009**

TO: Mayor and City Council

SUBJECT: Changer Order # 5 for Contract # 102-09  
Isabella Street Shoreline Rehabilitation

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #5 for Contract # 102-09, *Isabella Street Shoreline Rehabilitation*, in the amount of \$34,710.00.

This change order provides for partial credits to the contract for furnishing and placing stone and backfill and for the removal and disposal of unsuitable material. Credits are also being issued for crews, tools and equipment to perform water main work and for Class III Rip Rap. These items were not needed for the completion of the project. Credits total \$29,290.00.

This change order will provide for replacement of the remainder of the parking and staging area for the Water and Sewer Utility Branch Site. The base contract provided for replacement of the parking and staging in the areas disturbed by the shoreline protection work. The remaining pavement is significantly deteriorated and connecting the new pavement to the existing pavement will increase the failure rate at the connection site. The paving of the remainder of the lot is in the City's best interest as additional mobilization will not be required and will improve work site flow.

There are sufficient funds in Account Numbers 86078-577023-55002 (\$14,128.50-Sewer Bond) and 31178-513026-48004 (\$20,581.50-Shoreline Protection Bond) to cover the cost of this change order. The Department of Internal Services-Procurement Division requests Council's approval to approve Change Order # 5 as noted above to George and Lynch, Inc., the city's contractor, in the amount of \$34,710.00.

Thank you.

Karen D. Reddersen

Assistant Director of Internal Services-Procurement Division

# CITY OF SALISBURY

## DEPARTMENT OF PUBLIC WORKS

5Aug2009

TO: Karen Reddersen – Assistant Director of Internal Services

FROM: Lee Beauchamp, Project Engineer

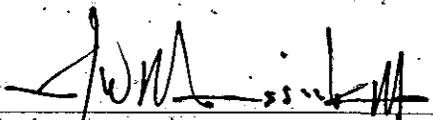
SUBJECT: Change Order No.5  
Contract No. 102-09  
Isabella Street Shoreline Rehabilitation

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Please process Change Order No.5 (CO#5) for an additional amount of \$34,710.00 to the City's contractor, George & Lynch, Inc., 150 Lafferty Lane, Dover, DE 19901, to provide construction services listed below for Contract No. 102-09, Isabella Street Shoreline Rehabilitation.

CO #5 is the final change order to balance several line items and to replace asphalt paving at the Water and Sewer Utility Branch Site. The original contract had 11,148sf of paving, at the Utility Branch, in areas disturbed by the shoreline protection work. The total existing paved area at the Utility Branch is 26,520sqft with many deteriorated sections of asphalt. Connecting the new pavement to the deteriorated sections will likely increase the failure rate at the pavement connection. Due to the deteriorated condition of the existing paving at the Utility Branch Site, SPW believes repaving of the entire parking and staging area will extend the life of the paving over the shoreline protection and benefit the City in several ways. The first is that George & Lynch is currently finishing up the City paving contract and has equipment mobilized for Isabella St paving. Because the contractor is mobilized, the mobilization cost was not added to the proposal thereby reducing the cost by approximately \$1,000.00. SPW believes the other major benefit will be the improvement in operational efficiency at the Water and Sewer Branch facility. The benefits would include new parking lot stripping to maximize vehicle storage and reduce damage, improve snow removal time during emergencies, delineated drive aisles and parking areas to improve site work flow, and to increase storage and parking area there by reducing the need to relocate the Utility Branch to a larger facility.

Funds are available for CO#5 in each account however, SPW requests that \$20,581.50 come from 31178-513026-48004 (Shore Line Protection) and \$14,128.50 come from 86078-577023-55002 (Sewer Bond) for a total of \$34,710.00.

  
Approved Newell W. Messick III

  
Lee Beauchamp, PE  
Project Engineer

**CHANGE ORDER**

PROJECT: Contract No. 102-09  
Isabella Street Shoreline Rehabilitation

P.O. NO: 02090212-00

TO: (Contractor)

George & Lynch, Inc.  
150 Lafferty Lane  
Dover, DE 19901

CHANGE ORDER NO: 5  
INITIATION DATE: 5Aug2009  
CONTRACT DATE: 15June2008  
ACCOUNT NO: 81080-513020

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

In accordance with the attached 10Jun2009, George & Lynch, Inc. Request of Change Order #5 (copy attached), Construction of the shoreline rehabilitation and water and sewer main upgrades as follows:

Credits:

|  |                      |
|--|----------------------|
| Item #239-Furnish and Place No.57 Stone.....   | (\$3,000.00)         |
| Item #240-Furnish and Place Select Barrow Back Fill.....                             | (\$2,020.00)         |
| Item #241-Removal and Disposal of Unsuitable Material.....                           | (\$4,550.00)         |
| Item #246- Furnish Crew, Tools and Equipment to Perform Related Water Main Work..... | (\$9,820.00)         |
| Item #250-Furnish and Place MD SHA Class III Rip Rap.....                            | (\$9,900.00)         |
| <b>Total Credits =</b>   | <b>(\$29,290.00)</b> |

Additions:

|  |                    |
|--|--------------------|
| Item #249-Misc Civil/Site Restoration (Utility Branch Paving)..... | \$62,000.00        |
| Item #269-Movement of Traffic/Traffic Control Plan.....            | \$2,000.00         |
| <b>Total Additions =</b>   | <b>\$64,000.00</b> |

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>2,612,072.00</u> |
| Net change by previously authorized Change Order(s).....   | \$ <u>640,405.00</u>   |
| The Contract Sum prior to this Change Order was.....   | \$ <u>3,252,477.00</u> |
| The Contract Sum will be ( <b>increased</b> ), (decreased), (unchanged) by this Change Order .....                   | \$ <u>34,710.00</u>    |
| The new Contract Sum including this Change Order will be.....  | \$ <u>3,287,187.00</u> |
| The Contract Time will be (increased) (decreased) ( <b>unchanged</b> ) 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 \_\_\_\_\_  
Newell W. Messick, III, P.E.  
Acting Public Works Director

\_\_\_\_\_  
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 \_\_\_\_\_



June 10, 2009

Mr. Lee Beauchamp  
City of Salisbury  
Public Works Department  
125 N. Division St.  
Salisbury, MD. 21801-4940

Re: Isabella Shoreline Rehabilitation, Request for Change Order 5

Dear Mr. Beauchamp:

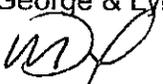
As per your request we are pleased to provide you pricing associated with additional parking lot improvements at the City maintenance facility on Isabella St. As discussed, this change order includes the following;

- 1- Rotomilling in place the existing HMA areas, including the entrance to facility, across front of office trailer and maintenance building to a point approximately twelve (12') feet past the building. (This includes the back entrance of lot to the fence /gate.)
- 2- Grading and compacting the milled area in preparation for 2" type C HMA pavement. (This includes the back entrance of lot to the fence /gate.)
- 3- Grade existing employee parking area and pave with 2" type C HMA.
- 4- Box out area used for equipment parking along the sheet pile bulkhead 10 feet wide and approximately 330 feet long, furnish and place 8" of GABC, pave with 2" type C HMA
- 5- Topsoil, seed and mulch area from steel sheet pile bulkhead out ten feet and the length of bulkhead tying topsoil into newly paved parking lot

**The total lump sum cost for the additional described above \$ 62,000.00**  
**\*\*Survey and layout to be performed by others**

Kindly review the information provided herein at your earliest convenience and advise how you would wish for us to proceed.

Sincerely,  
George & Lynch, Inc.

  
Michael Delp  
Project Manager

CC: File

George & Lynch, Inc.  
150 Lafferty Lane / Dover, DE 19901  
Telephone 302-736-3031 / Fax 302-734-9743 / WWW.GEOLYN.COM