



FINANCE COMMITTEE

Chaired by Council Member Moore

Members: Moore, Hudson, Ewing, and Jones

September 13, 2018 – 4:00 P.M.

Third Floor Lobby Conference Room

MINUTES

Present: Chair Britt Moore: Committee Members: Wesley Hudson, Victor Jones, and Jason Ewing

Staff: Randy McCaslin, Deputy City Manager; Gary Smith, Fleet Services Director; Chris Blackwell, Fleet IS Specialist; Terry Houk, Public Service Director; Robby Stone, Public Service Assistant Director; Derrick Boone, Public Services Assistant Director; Glenda Barnes, Public Services Budget Analyst; Eric Olmedo, Budget and Administrative Director; Laura Altizer, Senior Budget Analyst; Loren Hill, Economic Development Director; Angela Wynes, Transit Manager; Tommy Reid, Fire Chief; Brian Evans, Assistant Fire Chief; Jeff Moore, Financial Services Director; Jolie Helton, Communication Specialist; Lisa Vierling, City Clerk and Sandra Keeney, Deputy City Clerk

Chairman Britt Moore called the meeting to order at 4:00 p.m.

2018-321 Contract - Purchase of Equipment - Electric Bucket Truck

Consideration of the award of a contract with Altec in the amount of \$200,762.00 for the purchase of a new International truck with a Altec AA-55 body for use by the Electric Department and declare the old truck as surplus and disposing through the online auction process.

Christopher Blackwell, Fleet IS Specialist, gave a staff report on this item. He explained the Electric Department has a 2010 Ford F750 with a Terex bucket that is in need of replacing due to hours and condition. Using the Sourcewell (former NJPA) contract 012418-ALT a International truck with Altec Model AA55 Body is being recommended for approval as well as declaring the old truck as surplus and disposing through the online auction process.

Chairman Moore asked if these trucks come with expected hours of use from the manufacturer. Mr. Blackwell stated at 10 years the manufacturer recommends re-hosing or upfitting the entire truck. From the service side, it is the consensus to dispose of the trucks before they get to that point. This is the time the truck begins to cost more money as they age and get more miles. Chairman Moore asked if records of expenditures were kept regarding the trucks. Mr. Blackwell stated yes. Chairman Moore questioned the

surplusing of the old truck. Mr. Blackwell stated it would be sold through the online auction process.

Council Member Jones asked about the meaning of training. Mr. Blackwell explained the manufacturer would come upon delivery to assist with any necessary training due to new equipment and/or updates.

Council Member Hudson questioned the surplus trucks going for relief down east regarding Hurricane Florence. Randy McCaslin, Deputy City Manager, explained those trucks are not surplus trucks but are back up trucks for the Fire Department.

A motion was made by Council Member Jones, seconded by Council Member Hudson, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-322 Contract - Purchase of Equipment - Electric Digger Derrick Truck

Consideration of the award of a contract with Terex Utilities, Inc. in the amount of \$296,473.00 for the purchase of a new Freightliner truck with a Terex Commander 5048 digger derrick body for use by the Electric Department and declare the old truck as surplus and disposing through the online auction process.

Christopher Blackwell, Fleet IS Specialist, gave the staff report on this item noting this item was similar to the previous item. The Electric Department has a 2006 Sterling truck with a Terex Digger Derrick body in need of replacement due to hours and condition. A Freightliner truck with Terex 5048 Digger Derrick body is being recommended for approval and to declare the old truck surplus and disposing through the online auction process.

Chairman Moore questioned if the Committee had approved a similar truck prior. Gary Smith, Fleet Director, stated yes and explained the difference between the purchases noting the different platforms and wrench.

A motion was made by Council Member Moore, seconded by Council Member Jones, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-323 Contract - Purchase of Equipment - Pipeline Camera Truck

Consideration of the award of a contract with Rodders & Jets Supply, Inc., in the amount of \$196,028.00 for the purchase of a new Ford Transit with Aries brand sewer camera system body for use by the Water & Sewer Division of Public Services and declare the old truck as surplus and disposing through the online auction process.

Gary Smith, Fleet Director, gave the staff report on this item explaining the Water & Sewer Department is in need of replacing a 2006 Ford F450 with a sewer pipeline camera system that is 12 years old. A Ford Transit with an Aries brand sewer camera system is being recommended for approval for the purchase price of \$196,028.00 from Rodders & Jets Supply Inc. He explained the sewer camera system has been demonstrated onsite by the dealer and proven to meet requirements.

Council Member Ewing asked the size of the camera system. Mr. Smith explained the camera system is designed to go into sewer pipes and it is compact.

Council Member Jones questioned the need of the camera system. Terry Houk, Public Service Director, stated the cameras become outdated and can not be upgraded due to newer software and they get harder to repair with age. Randy McCaslin, Deputy City Manager, stated the device helps with determining what is blocking a sewer or storm drain. Mr. Houk explained it also helps with inspecting new construction to ensure standards are being met and maintained.

A motion was made by Council Member Hudson, seconded by Council Member Ewing, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-324 Contract - Purchase of Two (2) Pierce Fire Apparatus

Consideration of the award of contract with Atlantic Emergency Solutions in the amount of \$2,057,442.00 for the purchase of two (2) Pierce Fire Apparatus; and that the appropriate City Official be authorized to execute all necessary documents.

Brian Evans, Assistant Fire Chief, gave the staff report on this item stating a 2003 KME Pumper Truck, and a 2004 Pierce Tractor Drawn Aerial is in need of replacement due to age and hours. Both are on the Fleet Replacement Plan. He stated these apparatuses combined have over 230,000 road miles and about 20,000 pump/engine hours. He stated a Pierce Enforcer Pumper/Tanker and Pierce Tractor Drawn Aerial are being recommended for approval with a purchase price of \$2,057,442.00 which is itemized at \$631,303.00 for the Pumper Tanker and \$1,424,139.00 for the Tractor Drawn Aerial.

Council Member Ewing asked if the trucks are insured or is the City self insured. Mr. Smith answered the City is self insured.

A motion was made by Council Member Moore, seconded by Council Member Hudson, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-325 Contract - Ward Water Treatment Plant Upgrades - Contract Administration & Construction Inspection

Council is requested to approve a contract with Black & Veatch International Company in the amount of \$1,784,600.00 for contract administration and construction inspection services for the Ward Water Treatment Plant Upgrades project.

Terry Houk, Public Services Director, gave the staff report on this item stating this is a contract for the upgrades for the Ward Water Treatment Plant. The electrical system is in need of updating as well as upgrading and improving the HVAC system. The upgrade has been in planning stages for 5 years. Public Services recommends approval of the contract to Black & Veatch International Co. in the amount of \$1,784,600 and that the appropriate City Official and/or employee be authorized to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Hudson, to forward this item to Council with a favourable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-326 Contract - Ward Water Treatment Plant Upgrades - Electrical and HVAC

Council is requested to approve a contract with Wharton-Smith, Inc., in the amount of \$12,737,000.00 for electrical and HVAC upgrades at the Ward Water Treatment Plant.

Terry Houk, Public Service Director, stated this contract is for the construction part for the Ward Water Treatment Plant upgrades. Again, we budgeted for this project and Wharton-Smith, Inc. submitted the lowest bid in the amount of \$12,737,00.00. Public Service Departments recommends approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Council Member Moore asked where the company is located. Derrick Boone, Public Service Assistant Director, stated they are located in Florida and have an office in Charlotte, NC.

A motion was made by Council Member Jones, seconded by Council Member Moore, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-327 Capital Project Ordinance - Ward Water Treatment Plant Improvements

Council is requested to adopt a Capital Project Ordinance in the amount of \$9,000,000 to appropriate funds for Electrical and HVAC upgrades to the Ward Water Treatment Plant.

Eric Olmedo, Budget and Administrative Director, gave the staff report on this item stating this is a Capital Project Ordinance in the amount of \$9,000,000. There was an original Capital Project Ordinance in the amount of \$4,750,000 approved in March of 2014, this will add 9 million to that for the construction contract amount. It does exceed the contract amount by about 8%, however, staff feels that it was a reasonable request for a project this size.

A motion was made by Council Member Moore, seconded by Council Member Ewing, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-328 Professional Engineering Services Agreement - Hamilton-Montlieu Stormwater Study & Preliminary Design

Council is requested to award a professional engineering Services Agreement to Freese & Nichols, Inc., in the amount of \$206,580.00 the Hamilton-Montlieu Stormwater Study & Preliminary Design.

Terry Houk, Public Service Director, gave the staff report on this item stating this is for a Hamilton-Montlieu Study & Preliminary Design. The city is focusing on improvements projects to address excessive flooding. This project will allow for further engineering analysis to best serve those impacted within the stormwater basin. The professional engineering services to be provided for this project involve work associated with project development, data compilation, modelling of existing conditions, modelling alternative analysis, and project administration. These tasks are anticipated to take one year to complete. Public Service recommends approval and asks for the Council to award the professional engineering services to Freese & Nichols, Inc. in the amount of \$206,580.00. Funds for the project design services are in the 2018-2019 budget.

A motion was made by Council Member Moore, seconded by Council Member Jones, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-329 Professional Engineering Services Agreement - Rotary Drive-West Farris Stormwater Study & Preliminary Design

Council is requested to award a professional engineering Services Agreement to Moffatt & Nichol, Inc., in the amount of \$175,163.00 the Rotary Drive-West Farris Stormwater Study & Preliminary Design.

Mr. Houck gave the staff report on this item noting this item was similar to the previous item. Same format and same study just different streets which are Rotary/West Farris. Public Service Department recommends approval of the Rotary/West Farris Study &

Preliminary Design study and ask that the professional engineering services awarded to Moffatt & Nichol, Inc in the amount of \$175,163.00.

Chair Moore asked if both studies would be performed at the same time. Mr. Houck replied yes, and out of the study we will have an estimated cost of repairs.

A motion was made by Council Member Moore, seconded by Council Member Ewing, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-348 Professional Services Contract - Creech & Associates - New HPPD Headquarters

City Council is requested to approve a Professional Services Contract with Creech & Associates, LLC in the amount of \$838,600.00 (based upon 8.25% of the estimated construction cost) to provide the Architectural and Engineering design services for the new High Point Police Headquarters that will be located at 1730 Westchester Drive; and authorize the appropriate City Official to execute all necessary documents.

Randy McCaslin, Deputy City Manager, gave the staff report on this item noting this item is for architectural services for renovations for the new Police Station. The contract is based on 8.25% of the estimated construction cost which would be and estimated amount of \$838, 600.00. Those funds will be available through the 2/3 bonds.

A motion was made by Council Member Ewing, seconded by Council Member Hudson, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-331 Resolution - Lease of City Owned Property - 3810 Kivett Drive

Council is requested to adopt a Resolution approving a Lease Agreement of 3810 Kivett Drive, Jamestown, NC at rate of \$300 per month.

Randy McCaslin, Deputy City Manager, gave the staff report on this item explaining this is city-owned property and the lease would be for less than one year in the amount of \$300.00 per month.

A motion was made by Council Member Ewing, seconded by Council Member Hudson, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2018-350 Public Hearing - Economic Development Incentive - Cambrex High Point, Inc.

Monday, September 17, 2018 is the date and time established to receive public comments on authorizing up to \$428,400.00 in performance-based incentives for the Cambrex High Point, Inc. project, and authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

Loren Hill, Economic Development Director, stated this will be a public hearing regarding performance-based incentives in the amount of \$428,400.00 for the potential expansion of Cambrex High Point Inc, he noted the incentives would be paid post performance over three to four years. The company will add 78 new jobs between 2019-2022 with average salaries of \$78,438. He stated the addition to the tax base is estimated at \$30 million dollars.

For information only.

2018-330 Resolution - Public Transportation Program State Funding

Council is requested to adopt a Resolution enabling the City Manager to execute the required agreement with the North Carolina Department of Transportation (NCDOT) to receive reimbursement funds Strategic Transportation Investment Funding.

This item was placed on the Agenda proceeding item 2018-329. By general consensus it was decided to move this item to the end of the Agenda before the "Pending Item". Chair Moore proceeded to the next item on the agenda which was item number 2018-330.

Randy McCaslin gave the staff report for this item stating this item is for the Paratransit Facility. The cost to renovate the building is \$300,000. The state has agreed to pay 90% of the cost and the City will be responsible for a 10% match in the amount of \$30,000 which has been included in this year's budget.

A motion was made by Council Member Moore, seconded by Council Member Ewing, to forward this item to Council with a favorable recommendation. The motion carried by the following 4-0 unanimous vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

PENDING ITEMS**2018-169 Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)**

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

No action or discussion was taken for this item.

ADJOURNMENT

There being no further discussion, the meeting adjourned at 4:31 p.m. upon motion duly made and seconded.

Respectfully submitted,

Sandra Keeney, Deputy City Clerk

Britt Moore, Finance Chair