

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Minutes

Thursday, May 14, 2020

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Chair

Committee Members:

Michael Holmes

Monica Peters

Victor Jones

Jay Wagner, Mayor (Alternate)
Christopher Williams, Mayor Pro Tem
(Alternate)

FINANCE COMMITTEE - Council Member Britt W. Moore, Chair**FINANCE COMMITTEE****(Virtual Meeting)*****Chaired by Council Member Moore******Members: Moore, Holmes, Peters, and Jones*****May 14, 2020 - 4:00 p.m.****3rd Floor Lobby Conference Room**

Present (3): Chairman Britt Moore, Committee Member Victor Jones; and Committee Member Monica Peters

Participating

Remotely (1): Committee Member Michael Holmes [Joined Meeting at 4:08 p.m.]

Staff Present:

Randy McCaslin, Deputy City Manager; Greg Ferguson, Assistant City Manager; Eric Olmedo, Assistant City Manager; Terry Houk, Director of Public Services; Steve Lingerfelt, Director of Information & Technology Services; Mary S. Brooks, Deputy City Clerk

Staff Participating

Remotely: JoAnne, Carlyle, City Attorney; Lisa B. Vierling, City Clerk; Bobby Fitzjohn, Director of Financial Services; Laura Altizer, Senior Budget Analyst; Wendell Pickett, Water Plant Superintendent; Terry Kuneff, Interim Director of Engineering Services; and Ryan Ferguson, Marketing Manager

As part of the city of High Point's COVID-19 Mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the city will be live streaming the meeting. Please click on the following link to listen to the meeting live once the Finance Committee is in session.

<https://www.highpointnc.gov/2270/Virtual-Public-Meeting>

CALL TO ORDER

Present 4 - Chair Britt Moore, Michael Holmes, Monica Peters, and Victor Jones

PRESENTATION OF ITEMS

[2020-155](#)

Ordinance- NCPMA1 - Waiver Agreement - Project and Supplemental Power Sales Agreement 2020

City Council is requested by NCPMA1 to approve a request to send the monthly wholesale power

bill electronically through email. To do this NCMPA1 is requesting a Waiver Agreement from each Participant that waives the US mail requirement outlined in the Project and Supplemental Power Sales Agreements. This item was discussed at the NCMPA1 Rate Committee meeting on March 19 and the NCMPA1 Board of Commissioners meeting on April 21. The Electricities Board of Directors approved at its meeting on April 24, authorization of such Waiver Agreement in the attached resolution BDR-6-20. NCMAP1 is requesting High Point City Council to approve the following:

- 1) Waiver Agreement NCMPA1 Project and Supplemental Power Sales Agreement 2020
- 2) Ordinance Waiver Agreement NCMPA1 PSPS Agreements 2020
- 3) Clerks Certificate - Waiver Agreement NCMPA1 PSPS Agreements 2020

Attachments: [1. FINAL_NCMPA1 Waiver Agreement](#)

Randy McCaslin, Deputy City Manager, reported this agreement with NCMPA1 was a request NCMPA1 to send the monthly wholesale power bill electronically through email; and said that each participant approved an ordinance prepared by their attorney. City Council is requested by NCMPA1 to approve the requesting NCMPA1 to send the monthly wholesale power bill electronically via email.

Chairman Moore inquired if a hard copy of the power bill could be obtained, if requested. Mr. McCaslin replied yes.

A motion was made that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-156](#)

Tax Collection Orders- Forsyth County Tax Administration- for Collection of Fiscal Year 2020 Taxes and Collection of 2019 and Prior Years' Taxes

City Council is requested to approve the Tax Collection Orders as requested by the Forsyth County Tax Administration for collection of Fiscal Year 2020 Taxes and collection of 2019 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County, and to authorize the appropriate City Official to execute the Tax Collection Orders.

Attachments: [2. FINAL Forsyth County Tax Collection 2020 Signed Order 2020 Tax Collection City of High Point](#)

Eric Olmedo, Assistant City Manager, reported the agreement with Forsyth County was to re-authorize for the collection of the 2020 and for the collection of 2019 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County; and that the rate that the City of High Point paid was 1% for collections. Council is requested to authorize the appropriate City

Official to execute an agreement between Forsyth County and the City of High Point for the collection of the 2020 and for the collection of 2019 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County.

Committee Forwarded to Council Without Recommendation

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-157](#)

Contract - Aviat Networks, Inc. - Radio Microwave System

City Council is requested to award a contract to Aviat Networks, Inc. in the amount of \$230,576.00 for an 800 MhZ radio system to replace the existing system.

Attachments: [3. FINAL Radio System Microwave Replacement](#)

Steve Lingerfelt, Information and Technology Services Director, reported the need of a microwave system from Aviat Networks, Inc. for the 800 MhZ radio system at a purchase price of \$230,576 to replace a system that is nearing end of life; and said the new system should last another ten years. The Department of Information Technology Services recommended approval of the contract in the amount of \$230,576 and that the appropriate City official and/or employee be authorized to execute all necessary documents.

A motion was made by Jones, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-158](#)

Construction Contract - Sharpe Brothers, Inc. - Cedrow Subdivision

City Council is requested to award a contract to Sharpe Brothers, Inc. in the amount of \$541,718.04 to construct a subdivision consisting of nineteen (19) building lots and all the infrastructure to support these houses including water, sanitary sewer, storm drain, asphalt, bio retention cell, curb and gutter.

Attachments: [4. FINAL 2020-001 Cedrow Subdivision](#)

Terry Kuneff, Interim Director of Engineering Services, reported that the City of High Point secured funding through the City of High Point and a Community Block Grant through the City of High Point's Community Development and Housing Department to design and build a subdivision consisting of nineteen building lots and all the infrastructure to support these houses including water, sanitary sewer, storm drain, asphalt, bioretention cell, and curb and gutter; and that construction would began after the contract is awarded. The Engineering Services Department Requests Council approve the bids and award Contract

2020-001 Cedrow Subdivision to Sharpe Brothers, a Division of Vecellio & Grogan, Inc. at the contract bid price of \$541,718.04.

Chairman Moore asked if the City has ever conducted business with Sharpe Brothers, Inc. Mr. Houk replied yes.

Randy McCaslin, Deputy City Manager, said this project was a part of the affordable housing program through the Community Development Department, and it would allow affordable lots.

A motion was made by Chair Moore, seconded by Jones, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-159](#)

Sole Source Contract - Penn Valley Pump Co., Inc. - Double Disc Pumps - Eastside Wastewater Treatment Plant

City Council is requested to approve a Sole Source Contract with Penn Valley Pump Co., Inc. in the amount of \$64,283.00 for the purchase of two (2) 6” Model 6DDSX107CNU-MK1 PVP Double Disc Pumps for the Eastside Wastewater Treatment Plant (WWTP).

Attachments: [5. FINAL Eastside Primary Sludge Pumps5720](#)

Terry Houk, Director of Public Services, reported the Eastside WWTP had five Peristaltic Primary Sludge Pumps (PSPs). The peristaltic pumps are costly to maintain (approximately \$8,000.00 dollars per pump per year) and can no longer handle the increased solids loading coming into the plant. City Council is requested to approve the sole source purchase of two 6-inch Penn Valley Double Disc Pumps for \$64,283.00.

Committee Member Jones inquired on the lifespan of the pumps. Mr. Houk replied they would last around ten years.

A motion was made by Chair Moore, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-160](#)

Sole Source Contract - Pete Duty & Associates - Ward Water Treatment Plant (WWTP) - Flash Mix Pump

City Council is requested to approve a Sole Source Contract with Pete Duty & Associates in the amount of \$44,396.00 to purchase of a Sulzer/ABS Model XFP 400M-CH2 replacement flash mix pump at the Ward Water Treatment Plant (WTP).

Attachments: [6. FINAL WWTP Replacement Flash Mix Pump Pete Duty & Assoc](#)

Terry Houk, Director of Public Services, reported that the Ward WTP utilizes an upflow clarifier (Superpulsator) as part of the water treatment process. The upflow clarifier provides coagulation, flocculation, and sedimentation in a single concrete tank. The upflow clarifier utilizes two flash mix pumps (Sulzer). It is necessary to replace one of the flash mix pumps that is 12-years old and in poor condition. The Ward Water Plant always keeps a spare flash mix pump for back-up due to the long delivery time (20 to 21 weeks). City Council is requested to approve a sole source contract with Pete Duty & Associates in the amount of \$44,396.00 for the purchase of a Sulzer/ABS Model XFP 400M-CH2 replacement flash mix pump at the Ward Water Treatment Plant (WTP).

Chairman Moore asked if there would be a warranty for the flash mix pump. Mr. Houk replied yes.

A motion was made by Chair Moore, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-161](#)

Contract - Construction Manager at Risk (CMAR) Professional Services Garney Companies, Inc. DBA Garney Construction - Catalyst Project - Virginia Place - Change Order #6

City Council is requested to approve Change Order No. six (6) in the amount of \$498,190.56 for the replacement of water and sewer utility lines within Virginia Place and additional work and delays that were part of the Appling Way and W. English Road projects.

Attachments: [7. REVISED_FINAL_Construction Manager At Risk CMAR Contract - Chang](#)

Terry Houk, Director of Public Services, reported this project was a part of the downtown Catalyst Project. The Public Services Department requesting approval of Change Order 6 to replace the existing water and sewer lines in Virginia Place. While replacing the utility lines within W. English Road, it was discovered that the sewer line located within Virginia Place was collapsed and no longer functional. The Virginia Place sewer line was constructed in 1904 and the water line was constructed in 1923. The guaranteed maximum price is \$358,047.46 to replace the water and sewer lines in Virginia Place. Change Order 6 also includes additional work and delays on the West English Road and Appling Way projects in the amount of \$140,143.10. Total amount of \$498,190.56 and an increase of time of 63 days. Substantial completion by September 20, 2020. Savings of 1.4 million.

Chairman Moore inquired if the contract was in anticipatory mode.

Randy McCaslin, Deputy City Manager, replied that the original contract was for Elm Street; and that additional streets were added resulting in the change orders.

A motion was made by Chair Moore, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-162](#)

Ordinance - Revised City of High Point Sewer Use Ordinance

City Council is requested to adopt a revised ordinance to update the City of High Point Sewer Use Ordinance to meet federal and state permitting requirements.

Attachments: [8. FINAL_Sewer Use Ordinance5820](#)

Terry Houk, Director of Public Services, reported that an update to the City of High Point Sewer Use Ordinance was necessary to meet federal and state permitting requirements. The last update to the Sewer Use Ordinance was in 2012. The current updates are necessary to address changes to the local limits based on headworks analyses for both the Eastside and Westside Wastewater Treatment Plants, and the ordinance addresses the new dental discharger requirements with no real change for the citizens. The Public Services Department is recommending that Council adopt the revised Sewer Use Ordinance.

A motion was made by Chair Moore, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-163](#)

Contract - Crowder - Change Order No. 2 - Riverdale Pump Station Phase 1 Repairs

City Council is requested to approve Change Order No. 2 for Crowder Construction Company in the amount of \$1,501,116.00 for additional construction materials and work outside of the scope of the original contract for the Riverdale Pump Station Phase 1 repairs.

Attachments: [9. FINAL_Crowder- CO#25820 - Riverdale Pump Station Phase 1 Repairs](#)

Terry Houk, Director of Public Services, advised that staff is recommending approval of Change Order No. 2 to the Crowder Construction Company contract for additional construction materials and work outside of the scope of the original contract. Public Services is recommending that Council approve Change Order No. 2 to the Crowder Construction Company in the amount of \$1,501,116.00.

Committee Member Peters inquired about the extra cost of the contract not included in the original bid. Mr. Houk explained the bidding process; said there was only five days to respond to the bid; and outlined the

detailed work required that resulted in increased work hours for the job because there was more rock that had to be blasted which took more time.

Committee Member Holmes asked if this was an emergency repair and if Crowder was the only available contractor. Mr. Houk advised it was an emergency repair and explained the original repair caused it to be flagged by the State as overcapacity. Deputy City Manager, Randy McCaslin, further explained that it was over on paper and was not at actual capacity as the State claimed. Mr. Houk noted they only had one bid for the project.

Mr. Houk continued discussion stating that this was not a typical project; the usual bid timeframe would have been 45 days, but because of the emergency repairs needed, the bidding timeframe was advertised for seven days.

A motion was made by Jones, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-164](#)

Contract - Amendment No. 2 - Hazen & Sawyer - Riverdale Pump Station

City Council is requested to approve Amendment No. 2 to the Hazen and Sawyer contract in the amount of \$506,727.00 for providing additional engineering services related to the Riverdale pump station expansion project.

Attachments: [9a. FINAL Hazen- Riverdale Pump Station Expansion Amendment 2](#)

Terry Houk, Director of Public Services, reported the second amendment to the Hazen and Sawyer contract (purchase order 98765) was to provide additional engineering services related to the Riverdale pump station expansion project. The Public Services Department recommended approval of Amendment No. 2 to the Hazen and Sawyer Contract for additional design, construction administration and inspection services in the amount of \$ 506,727.00.

Committee Member Peters inquired about a guaranteed price for the contract. Mr. Houk replied that there would most likely be final adjustments to the cost because of the project's design.

Randy McCaslin, Deputy City Manager, spoke to the flooding of the Riverdale pump Station due to the hurricane; that this project was handled differently because of that; and that FEMA was covering the repair and mitigation.

A motion was made by Jones, seconded by Peters, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

2020-165

Contract - Amendment No. 2 - Hazen & Sawyer - Appling Way - Catalyst Project

City Council is requested to approve Amendment No. 2 to the Hazen and Sawyer contract in the amount \$157,600.00 for providing additional support and consultant coordination for the construction of Appling Way adjacent to the Catalyst project.

Attachments: [10. FINAL_Hazen Amendment-2 Appling Way 5-18-20t](#)

Terry Houk, Director of Public Services, reported that Amendment No. 2 to the Hazen and Sawyer contract (purchase order 97339) was for providing additional support and consultant coordination related to the construction of Appling Way adjacent to the Catalyst project. Public Services is recommending that Council approve Amendment 2 to Hazen and Sawyer contract in the amount of \$157,600. This amendment is necessary to provide construction management support and coordination during the construction of Appling Way and the utility replacement along Virginia Place.

A motion was made by Peters, seconded by Jones, that this matter be Committee Recommended Approval. The motion carried by the following vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

ADJOURNMENT

Discussion

Committee Member Holmes inquired about the request for the Bobby Labonte Foundation to add their Charity Bike Ride event back to the Special Events list for city-sponsored events as an in-kind service type of event discussed at the last Finance Committee meeting.

Chairman Moore requested staff provide more information for the request at a later date.

ADJOURNMENT

There being nothing further to come before the Finance Committee, the meeting adjourned at 4:34 p.m. upon motion duly made and seconded.

Respectfully submitted,

Mary S. Brooks, Deputy City
Clerk

Britt W. Moore, Chairman