

MINUTES
FINANCE COMMITTEE MEETING
6:15 P.M., APRIL 6, 2020
A/V CONFERENCE ROOM*

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:15 p.m., April 6, 2020, in the Audio/Visual Room in City Hall*.

A silent roll was taken by the Clerk and a quorum was established. The following committee members were present:

Joseph Jenkins, Chair
Bobby Reishman, Vice Chair
Brent Burton
Mary Beth Hoover
Will Laird
Shannon Snodgrass
Keeley Steele

*In response to the COVID-19 pandemic, the meeting of the Finance Committee was conducted electronically. The meeting was made available to the public as a live stream via Zoom and CivicClerk (per the agenda).

I. DISCUSSION:

a. Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the March 16, 2020 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 311-20 - Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security under the Emergency Management Performance Grant (EMPG) program in the amount of \$87,144 for the Office of Emergency Management and administer any funds awarded. These funds will provide 50% reimbursement to the City for salaries and operating expenses of the Office of Emergency Management including equipment, supplies, cell phone, Metro Communications office rent and copier.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to submit an application to the WV Division of Homeland Security under the Emergency Management Performance Grant (EMPG) program in the amount of \$87,144 for the Office of Emergency Management, and administer any funds awarded. These funds will provide 50% reimbursement to the City for salaries and operating expenses of the Office of Emergency Management including equipment, supplies, cell phone, Metro Communications office rent and copier.

City Manager, Jonathan Storage, added that the grant funds come from the US Department of Homeland Security and FEMA as part of the National Preparedness System. Each year, FEMA works with State governments to disburse funds to local governments and to manage the program. Charleston qualifies for \$87,144 to offset the costs of salaries and operating expenses for the Office of Homeland Security and Emergency Management.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 311-20 approved.

- b. Resolution No. 312-20 - Authorizing the Mayor or City Manager to submit an application to the Department of Homeland Security/FEMA – Port Security Grant Program in the amount of \$424,000 to provide funds for the purchase of a boat for the Charleston Fire Department and administer any funds awarded. The City is required to provide a 25% match to supplement the grants funds comprised of training hours, yearly maintenance, fuel and storage fees.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to submit an application to the Department of Homeland Security/FEMA – Port Security Grant Program in the amount of \$424,000 to provide funds for the purchase of a boat for the Charleston Fire Department and administer any funds awarded. The City is required to provide a 25% match to supplement the grants funds comprised of training hours, yearly maintenance, fuel and storage fees.

Storage added that the City's current CFD boat is over 14 years old and needs replaced. The CFD's boat is the ONLY emergency boat on the Kanawha River that is capable of fire and rescue activities. The boat responds to an average of 10-15 actual response calls. Other uses include any firework activity occurring at Haddad Park, or near the river, Sports Fest, Symphony on the River, Live on the Levee, Governor's Cup or any other large event where significant boat traffic is expected. During the airport slip the boat was staged and setup to provide water supply for the Barlow Drive area due to hydrants being shut down and limited access to fire apparatus. The boat was also used when Marathon Oil lost water supply to protect the large above ground fuel storage tanks. CFD now has the capability to respond and assist in keeping chemicals out of the water supply for American Water. The present boat can flow 750 gallons per minute, but to meet Insurance Service Office (ISO) requirements as a secondary water supply, CFD needs to have the capacity of 3500/gpm. Current boat does not have heating or cooling options, not only creating hazards for our crew, but without a way to defrost windows our crews cannot safely see to operate. Other issues that CFD has run into is with the lack of an on-board generator/power supply, the engines have needed to run at idle for long periods of time. This has added increase wear and tear on our current motors. The new boat provides numerous upgrades to the pump, the rescue capability, and the response to hazardous material on the river. With barge traffic and increase in pleasure boat activities, the need has risen for a boat that is able to provide additional water flow as well as faster response. With the upgrade to the boat, the CFD will also see significant upgrades to the technology to find missing persons both on the shorelines and when submerged in water. The boat is also used for training operations for fire attack, dive rescue, and surface water rescue. The CFD additionally uses the boat to train with Dow and other chemical companies.

Councilmember Steele confirmed that the old boat will be sold during auction.

Councilmember Jenkins reminded the Committee that the City had applied for this grant last year, which was not awarded, so this is a new application.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 312-20 approved.

- c. Resolution No. 314-20 - Authorizing approval of Amendment No. 8 in the FY 2019-2020 General Fund Budget as indicated on the attached list of accounts.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That Amendment No. 8 in the FY 2019-2020 General Fund Budget as indicated on the attached list of accounts is approved.

Storage added that the budget amendment will give effect to Resolution No. 300-20, which authorized the early pay off of 2 municipal bonds. The amendment recognizes the receipt of funds from the Municipal Bond Commission, which is currently holding funds on the City's behalf, and then reflecting the expense of those funds as a debt service payment. They are a 2009 series for Arts & Sciences, which were used to help fund the building of the Clay Center, and 2010 Series Public Safety Bonds, which were used to build the Dudley Farms Public Safety Center at South Ridge – currently leased to the City of South Charleston as a partnership for the provision of fire protection in that area. Paying off the bonds early will save the General Fund around \$314,000 per year by eliminating the need to make payments on the principal and accumulated interest.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 314-20 approved.

General Fund FY 2019-2020 Budget Amendment No. 8 - April 6, 2020

Account No.	Department	Account Description	Amount
001 369 11 0000	Revenue	Transfer from MBC	(1,215,000)
001 427 00 000 5 566	Debt Service	Contributions to Other Funds	1,215,000

To recognize balance on deposit with the Municipal Bond Commission and to redeem the outstanding maturities on the 2009 Public Safety and 2010A Arts & Sciences Bonds.

- d. Resolution No. 317-20 - Authorizing the Mayor or City Manager to purchase two (2) Street Sweepers from West Virginia Tractor Company for \$234,000 each pursuant to a competitive bidding process. The vehicles will be used by the Street Department.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to purchase to purchase two (2) Street Sweepers from West Virginia Tractor Company for \$234,000 each pursuant to a competitive bidding process. The vehicles will be used by the Street Department.

Storage added that on March 26, 2020, the City Manager's Office opened bids for the purchase of 2 street sweepers. One bid was received from WV Tractor Company. The unit price for the \$234,000, for a total price of \$468,000. The vendor qualified for local vendor preference. The price received in the bids is on par with budget estimates for the equipment. The Administration does not believe re-advertising the solicitation will yield a better price, and we recommend approval of the purchase.

Councilmember Hoover confirmed that this is part of the normal replacement cycle.

Councilmember Jenkins confirmed that the old models will be sold at auction.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 317-20 approved.

Purchase of Two (2) Street Sweepers

Project No. 2020-008

Bid Opening: March 26, 2020 @ 10:30 a.m.

West Virginia Tractor Company	
P.O. Box 473	
Charleston, WV 25322	
P: (304) 346-5301	
wvtractor@msn.com	
Project Total	\$468,000.00
Local Vendor Preference (\$5,000)	\$463,000.00
Project Completion	120 days
Successful Bidder	

- e. Resolution No. 318-20 - Authorizing the Chief of Police and the Charleston Police Department to enter into a Memorandum of Understanding with the United States Department of Justice, Drug Enforcement Administration (DEA) concerning the use and abuse of controlled substances, and setting forth the responsibilities of the West Virginia High Intensity Drug Trafficking Area Task Force Group (Charleston), concerning the use and abuse of controlled substances.

Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

That the City Council authorizes the Chief of Police and the Charleston Police Department to enter into a Memorandum of Understanding with the United States Department of Justice, Drug Enforcement Administration (DEA) concerning the use and abuse of controlled substances, and setting forth the responsibilities of the West Virginia High Intensity Drug Trafficking Area Task Force Group (Charleston), concerning the use and abuse of controlled substances.

Storage added that the MOU permits select members of CPD to participate in DEA taskforce activities, and allows for overtime reimbursement up to \$18,649 per officer.

Councilmember Jenkins added that the Committee had previously approved a similar resolution last year, so this is a common practice.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 318-20 approved.

**WEST VIRGINIA DEA HIDTA
GROUP 901
CHARLESTON, WV
PROGRAM FUNDED STATE AND LOCAL
TASK FORCE
CHARLESTON, WV POLICE DEPARTMENT**

This agreement is made this 9, March, 2020, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the Charleston, WV Police Department (hereinafter "CPD"). The DEA is authorized to enter into the cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. 873.

Whereas there is evidence that trafficking in narcotics and dangerous drugs exists in the fifteen (15) designated counties and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of West Virginia, the parties hereto agree to the following:

1. The West Virginia HIDTA Task Force Group (Charleston) will perform the activities and duties described below:
 - A. disrupt the illicit drug traffic in the twenty (20) county area by immobilizing targeted violators and trafficking organizations.
 - B. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and
 - C. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order the task force's activities will result in effective prosecution before the courts of the United States and the State of West Virginia.
2. To accomplish the objectives of the West Virginia DEA HIDTA Task Force Group (Charleston), the CPD agrees to detail one (1) experienced officer to the West Virginia DEA HIDTA Task Force for a period of not less than two years. During this period of assignment, the CPD officers will be under the direct supervision and control of DEA Supervisory personnel assigned to the task force.

3. The CPD officers assigned to the task force shall adhere to all DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the task force.

4. The CPD officers assigned to the task force shall be deputized as task force officers of DEA pursuant to 21 USC 878.

5. To accomplish the objectives of the West Virginia DEA HIDTA Task Force Group (Charleston), DEA will assign two (2) Special Agents to the task force. HIDTA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and CPD officers assigned to the task force. This support will include: office space, office supplies; travel funds, funds for the purchase of evidence and information, investigative equipment, training and other support items. Task Force Officers must record their work hours via DEA's WEBTA System.

6. During the period of assignment to the West Virginia DEA HIDTA Task Force Group (Charleston), the CPD will remain responsible for establishing the salaries and benefits, including overtime, of the CPD officers assigned to the task force and for making all payments due them. HIDTA will, subject to availability of funds, reimburse the CPD for overtime payments made by it to the CPD officers assigned to the West Virginia DEA HIDTA Task Force Group (Charleston) for overtime, up to a sum of \$18,649.00 per officer. **Note: Task Force Officer's overtime "Shall not include any costs for benefits, such as retirement, FICA, and other expenses."**

7. In no event will the CPD charge any indirect cost rate to DEA for the administration or implementation of this agreement.

8. The CPD shall maintain on a current basis complete and accurate records and accounts of all obligations and expenditures of funds under this agreement in accordance with generally accepted accounting principles and instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.

9. The CPD shall permit and have readily available for examination and auditing by DEA, the United States Department of Justice, the Comptroller General of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. The CPD shall maintain all such reports and records until all litigation, claim, audits and examinations are completed and resolved, or for a period of three (3) years after termination of this agreement, whichever is later.

10. The CPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all

requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 29 C.F.R. Part 42, Subparts C,F,G,H and I.

11. The CPD agrees that an authorized officer or employee will execute and return to DEA the attached OJP Form 4061/6, Certification Regarding Lobbying; Debarment, suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. The CPD acknowledges that this agreement will not take effect and no federal funds will be awarded until the completed certification is received.

12. When issuing statements, press releases requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or part with federal money, the CPD shall clearly state: (1) percentage of the total cost of the program or project which will be financed with federal money and (2) the dollar amount of federal funds for the program or project.

13. While on duty and acting on task force business, the CPD officers assigned to the HIDTA task force shall be subject to all DEA and Federal government rules, regulations and procedures governing the use of OGV's for home to work transportation and for personal business. The HIDTA Executive Committee acknowledges that the United States is liable for the actions of task force officer, while on duty and acting within the scope of their federal employment, to the extent permitted by the Federal Torts Claim Act.

14. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2020. This agreement may be terminated by either party on 30 days advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. HIDTA will be responsible only for obligations incurred by CPD during the term of this agreement.

For the Drug Enforcement Administration:

Brett R. Pritts
Acting Special Agent in Charge
Louisville Division Office

Date: _____

For the Charleston Police Department

James "Tyke" Hunt, Chief of Police
ORI# WV0200200

Date: _____

- f. Resolution No. 320-20 - Authorizing the Mayor or City Manager to purchase a 2020 Ford Explorer K8B from Thornhill Group, Inc., in the amount of \$28,321, pursuant to a competitively-sourced statewide contract through the West Virginia Purchasing Division. The vehicle will replace the current vehicle assigned to the Chief of Police, and the cost of the purchase will be expensed to the Police Department's Unclaimed Property Account.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to purchase a 2020 Ford Explorer K8B from Thornhill Group, Inc., in the amount of \$28,321, pursuant to a competitively-sourced statewide contract through the West Virginia Purchasing Division. The vehicle will replace the current vehicle assigned to the Chief of Police, and the cost of the purchase will be expensed to the Police Department's Unclaimed Property Account.

Storage added that the purchase of this vehicle will replace the Chief's current vehicle. The Chief's current vehicle will be passed down to another CPD Division for use until it ends its capital use life cycle.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 320-20 approved.

**Class 7 - Automobile
Mid Size Utility**

Vendor Name: Thornhill Group Inc. (Thornhill Ford)
Manufacturer/Brand: Ford
Model Name & Number: Explorer K83

Vendor Contact: Charles Ellis, Fleet Mgr
Phone No.: 304-855-8300
Email: ceellis@mail.com

Vehicle Requirements:

Classification: Mid Size Utility
Drive: 4 Wheel/All Wheel
Passenger seating: 5 minimum (including driver)
Doors: 4, minimum
Wheelbase: 109 in., minimum
GVWR: 6100 lbs. min, 7300 lbs. max.
Engine: 6 cylinder minimum

Manufacturer's Standard Available Colors	
Standard Color Code	Color Description
FT	Blue Metallic
JS	Iconic Silver
J7	Magnetic Gray
UM	Agata Black

Additional Requirements:

The vehicle bid shall include the standard equipment requirements as required in section 3.1.1.1 of the specification.

Vendor Bid Response:

Vehicle fuel type	EPA HIGHWAY MPG Rating	EPA CITY MPG Rating	Unit Price	Total Life Cycle Cost
Gasoline				
Flex-fuel	15	11	\$28,321.00	\$48,321.00
Diesel				
CNG/Bifuel				
Hybrid				

***Options:**

FOB Dealership: (Deduct) \$ _____
 FOB Other than Metro Charleston - Per Mile \$ _____

*Note - The above delivery "options" above are not evaluated as part of the award.

- g. Resolution No. 321-20 Authorizing the Mayor or City Manager to enroll in the State Auditor's Local Government Purchasing Card Program pursuant to the terms of the attached Local Government Purchasing Card Participation Agreement.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to enroll in the State Auditor's Local Government Purchasing Card Program pursuant to the terms of the attached Local Government Purchasing Card Participation Agreement.

Storage added that the Administration is recommending participation in the State Auditor's Local Government PCard Program. It will allow the City to set its own Credit Limit, has fewer hassles, good customer service through Fifth Third Bank, multiple accounts and has easy reconciliation of purchases. The program also allows for a rebate where a percentage of every transaction with go back to the City as part of the General Budget allocation, which the current credit card does not offer.

Councilmember Snodgrass said that, in her experience, the program was very organized and easy to track.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 321-20 approved.

**WEST VIRGINIA LOCAL GOVERNMENT
PURCHASING CARDHOLDER AGREEMENT**

This agreement outlines the responsibilities I have as a holder of the West Virginia Local Government Purchasing Card. My signature indicates I have read and understand these responsibilities and that I agree to adhere to West Virginia Code §6-9-2c and rules promulgated thereunder, to the Local Government Purchasing Card Policies and Procedures, and any applicable purchasing guidelines.

1. I understand that the Purchasing Card is solely for official business of the Local Government Entity, intended to facilitate the payment of goods and services, for conducting official business within applicable activity limits and is not for my personal use.
2. I understand that the use of the Purchasing Card for payments not authorized within the Local Government Policies & Procedures will be considered misuse of the Purchasing Card and will be grounds for (a) immediate forfeiture of the Purchasing Card (b) disciplinary action which may include termination of my employment and (c) conviction of a felony. I understand that I am personally liable for any payments not authorized by the spending unit and permitted within the Local Government Policies & Procedures.
3. I understand that all charges will be billed directly to and paid directly by the Local Government Entity and that the issuing bank cannot accept payments from me personally.
4. I understand that the Purchasing Card is issued in my name and I am responsible for maintaining the security of the card and for all charges made by or authorized by me against it. I understand and agree that I will not give the card bearing my name to any other person to use either on my behalf or someone else's.
5. I will keep my card safe at all times with appropriate security from the time I receive the card until such time as my card is surrendered to my Local Government Program Coordinator. If my Purchasing Card is lost or stolen, I agree to immediately notify the issuing bank and my Local Government Program Coordinator.
6. I agree to follow the West Virginia State Law, purchasing guidelines of my Local Government Entity and established Policies & Procedures.
7. I understand that the Purchasing Card must be surrendered upon request and/or upon my termination of employment from the Local Government Entity.
8. I understand that I must receive training on card usage and policies and procedures prior to using the Local Government Purchasing Card.
9. I understand and agree that the Local Government Purchasing Card is not to be used for cash, cash credits, or cash advances.
10. I understand that my Program Coordinator will activate my card on my behalf.
11. I understand that it is necessary to provide the issuing bank with certain personal information that will be used only to verify my identity and for security reasons.
12. I understand that it is a violation of policy to manipulate the ordering, billing, or payment process in order to circumvent established cardholder limits.
13. I understand it is my responsibility to save all receipts for transactions posting to my Local Government Purchasing Card and that the issuing bank or the WV State Auditor's Office does NOT have copies of those receipts.
14. I understand and agree that I will immediately notify my Program Coordinator and/or the issuing bank of any disputed items appearing on my monthly bill. I further understand that telephoning will not preserve my rights and that I must follow up in writing to the issuing bank within 60 days of the date of posting or may lose my rights to dispute item(s).
15. I agree that, should I violate the terms of the Purchasing Cardholder Agreement, I will reimburse my Local Government Entity for all charges improperly authorized by me to the Purchasing Card and all costs incurred by the Local Government Entity and the issuing bank related to the collection of such charges.

*Cardholder Signature: _____ Date: _____

Cardholder Name (please print): _____

Local Entity Name: City of Charleston

**Program Coordinator's Signature: _____ PIN: _____ (Issued By WVSAO)

*Cardholder must sign and forward this form prior to issuance of a purchasing card.

**Program Coordinator will forward a copy of this form to the WV State Auditor's Office Local Government Purchasing Card Division.

- h. Resolution No. 322-20 Authorizing the Mayor or City Manager to purchase a Toolcat 5600 with 62" bucket road cab package from Bobcat of Advantage Valley, Cross Lanes, WV, in the amount of \$48,442, as a result of a competitive procurement process administered by Sourcewell, an administrative governmental agency of the State of Minnesota. The purchase is for the Public Grounds Department to replace Unit 382 as part of the regular replacement cycle.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to purchase a Toolcat 5600 with 62" bucket road cab package from Bobcat of Advantage Valley, Cross Lanes, WV, in the amount of \$48,442, as a result of a competitive procurement process administered by Sourcewell, a purchasing cooperative administrative agency of the State of Minnesota. The purchase is for the Public Grounds Department to replace Unit 382 as part of the regular replacement cycle.

Storage added that Sourcewell, formerly the National Joint Powers Alliance, is a purchasing cooperative of many states and local governments, similar to the National Association of State Procurement Officials ("NASPO"). The City has already harnessed the power of cooperative purchasing with the recent purchase of a firetruck through NASPO. Sourcewell is a governmental agency of the State of Minnesota, and its employees are government workers. Minnesota invites governmental entities from all over the country to participate in its competitively sourced purchasing cooperative to leverage large buying power. The City has been using Sourcewell for the last 3 years and has found that the pricing available under national competitive contracting practices are much better than having the City solicit purchasing opportunities in just the Charleston local market. Charleston does not have to pay a fee to use the service, as the cost of participating in the competitive contracting process is paid by the vendor.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 322-20 approved.



Product Quotation

Quotation Number: 32189D032311

Date: 2020-01-13 12:46:21

Ship to	Bobcat Dealer	Bill To
City of Charleston Public Works 1100 Pennsylvania Ave Charleston, WV 25302 Phone: (304) 348-6850	Bobcat of Advantage Valley, Cross Lanes, WV 614 NEW GOFF MOUNTAIN RD CROSS LANES WV 25313 Phone: (304) 776-9100 Fax: (304) 776-0285 Contact: Jeremy Dosier Phone: 304-776-9100 Fax: 304-776-0285 Cellular: 304-541-3122 E Mail: jeremydosier@jefferds.com	City of Charleston Public Works 1100 Pennsylvania Ave Charleston, WV 25302 Phone: (304) 348-6850

Description	Part No	Qty	Price Ea.	Total
Bobcat 5600	M1221	1	\$41,991.00	\$41,991.00
Adjustable Vinyl Seats	Hydraulic Dump Box			
All-Wheel Steer	Instrumentation:			
Automatically Activated Glow Plugs	Hour meter, Job Hours, Speedometer,			
Auxiliary Hydraulics	Tachometer, Fuel Gauge, Engine			
Variable Flow with dual direction detent	Temperature Gauge, and Warning Lights			
Beverage Holders	Joystick, Manually Controlled with Lift Arm Float			
Bob-Tach	Lift Arm Support			
Boom Float	Parking Brake, automatic			
Cargo Box Support	Power Steering with Tilt Steering Wheel			
Cruise Control	Radiator Screen			
Deluxe Operator Canopy includes:	Rear Receiver Hitch			
Front Window, Rear Window,	Seat Belts, Shoulder Harness			
Front Wipers, and Electrical Power Port	Spark Arrestor Muffler			
Lower Engine Guard	Suspension, 4-wheel independent			
Limited Slip Transaxle	Tires: 27 x 10.5-15 (8 ply), Lug Tread			
Engine and Hydraulic Monitor with Shutdown	Toolcat Interlock Control System (TICS)			
Front Work Lights	Two-Speed Transmission			
Full-time Four-Wheel Drive	Machine Warranty: 12 Months, unlimited hours			
Horsepower Management	Bobcat Engine Warranty: Additional 12 Months or total			
Roll Over Protective Structure (ROPS) . Meets Requirements	of 2000 hours after initial 12 month warranty			
of SAE-J1040 & ISO 3471				
Falling Object Protective Structure (FOPS) . Meets				
Requirements of SAE-J1043 & ISO3449, Level I				
Dome Light				
Deluxe Road Package	M1221-P01-C01	1	\$1,765.00	\$1,765.00
Backup Alarm	Side Mirrors			
Turn Signals	Horn			
Flashers	Lower Engine Guard			
Tail Lights	Rear Work Lights			
Brake Lights	Headlights			
Rear View Mirror				
Cab Enclosure with Heater & Air Conditioning	M1221-R02-C03	1	\$3,697.00	\$3,697.00
62" Heavy Duty Bucket	7272678	1	\$787.00	\$787.00
--- Bolt-On Cutting Edge, 62"	6718005	1	\$202.00	\$202.00
Total of Items Quoted				\$48,442.00
Quote Total - US dollars				\$48,442.00

- i. Resolution No. 323-20 Authorizing the Mayor or City Manager to purchase a Kubota L47TLB-B from State Equipment, Inc., Cross Lanes, WV, in the amount of \$56,708.52, as a result of a competitive procurement process administered by Sourcewell, an administrative governmental agency of the State of Minnesota. The purchase is for the Spring Hill Cemetery to replace Unit 210 as part of the regular replacement cycle.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to purchase a Kubota L47TLB-B from State Equipment, Inc., Cross Lanes, WV, in the amount of \$56,708.52, as a result of a competitive procurement process administered by Sourcewell, an administrative governmental agency of the State of Minnesota. The purchase is for the Spring Hill Cemetery to replace Unit 210 as part of the regular replacement cycle.

Storage added that the Administration recommends award of the purchase based on the contract pricing offered by Sourcewell; no taxes are applied to the purchase.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 323-20 approved.



GM - 062117, CE - 040319, AG - 021815
NJPA Arkansas 4600641718
NJPA Delaware 055-17673
Nebraska 14777 (OC)
Mississippi (CE Only) 920036654

L47TLB-B WEB QUOTE #1531353

Date: 1/2/2020 7:14:32 AM

-- Customer Information --

Oxley, Kevin
City of Charleston
kevin.oxley@cityofcharleston.org
304-348-8000

Quote Provided By
STATE EQUIPMENT, INC.
Jimmy Cook
560 NEW GOFF MOUNTAIN ROAD
CROSS LANES, WV 25313
email: jcook@stateequipment.com
phone: 3045398475

-- Standard Features --

-- Custom Options --



Kubota

Loader / Landscaper Series L47TLB-B

*** EQUIPMENT IN STANDARD MACHINE ***

DIESEL ENGINE

Model # V2403-CR-E4
Tier 4 Final Certified
4 Cyl., 148.5 cu. in.
47.1 HP Gross (SAE J1995)
44.7 HP Net (SAE J1349)
33.0 PTO HP
@ 2700 Eng. rpm
Direct Injection
Charging Output 45 Amps
12 V - 80 Amp Hour Battery
Dual Element Air Cleaner w/ cyclone
Pre-cleaner

FLUID CAPACITY

Fuel Tank 17.7 gal.
Crankcase 8.7 qts.
Engine Coolant 8.7 qts.
Transmission and
Hydraulics 12.2 gal.
Front Axle Case 7.4 qts.

LIGHTING

2 Halogen Headlight / Work Lights
2 Halogen Rear Work Lights
2 Tail Lights / Turn Signals

HYDRAULICS

Open Center - Gear Type
Total Pump Capacity 25.0 gpm
Includes Power Steering
Front / Rear Remotes 11.8 gpm
BH Boom Swing Pump 6.6 gpm
Cat 1 3-Point Hitch (Linkage Opt.)
24" Behind 2750 lbs.
@ Lift Points 3860 lbs.
Position Control

INSTRUMENTS

IntelliPanel™
Lighted Communications Symbols
Digital Display with Tachometer,
Travel Speed, PTO Speed,
Warnings, Maintenance Alerts.
On-board Diagnostics

REAR AXLE

Heavy Duty Axle w/ Differential Lock
Helical gear final drives
Multiple Wet Disc Brakes

FRONT AXLE

Beyel Gear, 4WD
Hydrostatic Power Steering
Cast Iron - Heavy Duty
Tread Spacing, Nonadjustable

STANDARD EQUIPMENT

Four 55 W Halogen Work Lights
Electronic HST Transmission
Backhoe Crawling Mode
Full Flat Floor
Cast Steel Brake Pedal
Walk-through Step
Seat with Arm Rests
Seat Pivots In Place
Backup Alarm
Horn
Slanted Hood & Loader Arms
2 Lever Style Quick Coupler
Hydraulic Self-Leveling Loader
Braceless Loader Frame
Protected Hydraulic Hoses &
Pipes
Bucket Level Indicator
Boom Lock
Arch Type Backhoe Boom
Independent Boom Swing Pump
Protected Hydraulic Hoses &
Pipes
Thumb Bracket
Improved Inching Performance
High Quality Hydraulic Cylinders

DRIVE TRAIN

HST Plus
3 Ranges
Low-Medium-High
Maximum Travel Speed 14.1 mph
Rear Differential Lock
Mechanical, Multiple Wet Disc
Brakes
4 Wheel Drive

DIMENSIONS

Transport Length 234"
Width 71.2"
Height to ROPS top 95.1"
Wheelbase 72.5"
Ground Clearance 14.4"

POWER TAKE OFF

Hydraulic Independent Rear PTO
Running 540 rpm @ 2500 Eng. RPM
SAE - 1-3/8, 6 splines

SAFETY EQUIPMENT

Four Post ROPS / FOPS
Deluxe Seat w/retractable Seat Belt
Safety Start Switches
Electric Key Shut-Off
Parking Brake
SMV Sign

SELECTED TIRES

ALR9192 & ALR9195
FRONT - 27x10.50-15 R4 Titan Trac Loader
REAR - 15-19.5 R4 Titan Trac Loader TLB

L47TLB-B Base Price: \$53,151.00

(1) BOLT ON CUTTING EDGE FOR 72" BUCKET	\$228.00
TL1748A-BOLT ON CUTTING EDGE FOR 72" BUCKET	
(1) 72" QC HEAVY DUTY ROUND BACK BUCKET	\$1,077.00
TL1765A-72" QC HEAVY DUTY ROUND BACK BUCKET	
(1) REMOTE HYDRAULIC VALVE KIT FOR REAR ATTACHMENTS	\$1,291.00
LA553A-REMOTE HYDRAULIC VALVE KIT FOR REAR ATTACHMENTS	
(1) FRONT OR REAR WORK LIGHTS KIT (SET OF 2)	\$158.00
L8045-FRONT OR REAR WORK LIGHTS KIT (SET OF 2)	
(1) QUICK ATTACH COUPLER / BT1400(V) /BT1000B(V)	\$950.00
K7543-QUICK ATTACH COUPLER / BT1400(V) /BT1000B(V)	
(2) RUBBER SHOE	\$250.00
L9467-RUBBER SHOE	
(1) 36" QUICK ATTACH TRENCHING BUCKET	\$1,575.00
K7983-36" QUICK ATTACH TRENCHING BUCKET	
(1) PLASTIC TOOL BOX	\$90.00
L9476A-PLASTIC TOOL BOX	
(1) FRONT LOADER	inc.
TL1300 FRONT LOADER	
(1) BACKHOE W/ALUX HYD VALVE	inc.
BT1000BV-BACKHOE W/ALUX HYD VALVE	
Configured Price:	\$58,770.00
Sourcewell Discount:	(\$12,929.40)
SUBTOTAL:	\$45,840.60
Factory Assembly:	\$530.00
Dealer Assembly:	\$417.92
Freight Cost:	\$770.00
PDI:	\$250.00
Curtis Cab and heater with install	\$8,900.00

Total Unit Price: \$56,708.52

Quantity Ordered: 1

Final Sales Price: \$56,708.52

Purchase Order Must Reflect
the Final Sales Price

To order, place your Purchase Order directly with the quoting
dealer

- j. Resolution No. 324-20 Authorizing the Mayor or City Manager to purchase a CASE 580 Super N Tractor Loader Backhoe from State Equipment, Inc., Cross Lanes, WV, in the amount of \$108,932.82, as a result of a competitive procurement process administered by Sourcewell, an administrative governmental agency of the State of Minnesota. The purchase is for the Street Department to replace Unit 77 as part of the regular replacement cycle.

Be it Resolved by the Council of the City of Charleston, West Virginia:

The Mayor or City Manager is authorized to purchase a CASE 580 Super N Tractor Loader Backhoe from State Equipment, Inc., Cross Lanes, WV, in the amount of \$108,932.82, as a result of a competitive procurement process administered by Sourcewell, an administrative governmental agency of the State of Minnesota. The purchase is for the Street Department to replace Unit 77 as part of the regular replacement cycle.

Storage added that the Administration recommends award of the purchase based on the contract pricing offered by Sourcewell; no taxes are applied to the purchase. He added that by using Sourcewell, the City will be saving \$62,831 off of the list price.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution No. 324-20 approved.

State Equipment, Inc.
560 New Goff Mountain Road
Charleston, WV 25313



Quote For: Kevin Oxley
Company: City of Charleston
Address: Po Box 2749

City/State/Zip: Charleston WV 25330

Phone#: 304-348-8000
Fax#:
Cell #:
E-Mail:

Quote Date: 1/3/2020
Valid Date: 1/31/2020
Prepared By: J. Cook

Quantity	Description	Price
1	New CASE 580 Super N Tractor Loader Backhoe	
	Cab, Heat, AC, 12X16 S F. Tire, 19.5X24 R Tire, Extendahoe, Front CWT,	
	Dual Lever Controls, 24" Rear Bucket, Cornbo Flip Pads, Front Auxiliary	
	Hydraulics, 4-in-1 Front Bucket, Rear Auxiliary Hydraulics, Backhoe Hydraulic	
	Thumb, Ride Control, Comfort Steer, LH Door, Air Cloth Suspension Seat,	
	cold start dual batteries, and LED Light Package.	
	List Price	\$169,814.00
	SourceWell (NJPA)	(-62,831.18)
	Freight	\$1,200.00
	PDI/ Delivery	\$750.00
	Total	\$108,932.82

Additional Information:

If you have any questions concerning this quote please contact:

Jimmy Cook
304-539-8475
jcook@stateequipment.com

Councilmember Reishman asked for a refresher as to the rules pertaining to discussions or questions of items outside of meetings. City Attorney, Kevin Baker, responded that, just as when the Committees is able to meet in person, the rules of the Open Governmental Meetings Act still apply. While the Ethics Commission has confirmed that video/audio conferencing meets the requirements of holding a public meeting, there still needs to be proper notice, and the public still needs to be able to attend the meeting at least virtually. Any discussions involving an item on an agenda need to be conducted in the open meeting as has always been the practice. One on one conversations are allowed, but any conversation that goes toward reaching an agreement with a quorum of a Committee present must be done in a public meeting (with the exception of an Executive Session).

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.