



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

Joseph Jenkins
839 Gordon Drive
Charleston, West Virginia 25303
304-575-9202
joseph.jenkins@cityofcharleston.org

Finance Committee, Chair
Parking Committee, Chair
Parks and Recreation Committee

AGENDA

FINANCE COMMITTEE MEETING

UNTIL FURTHER NOTICE, MEETINGS WILL BE MADE AVAILABLE TO THE PUBLIC VIA ZOOM AND CIVICCLERK

Monday, July 20, 2020

6:30 PM

***Join via internet:** <https://us02web.zoom.us/j/87260882523?pwd=TEFnYmdQMUt看emtBbGhnL3pWSUthQT09>

Password: password: 284831

***Join via Telephone:** (312) 626-6799 or (929) 436-2866

Webinar ID: 872 6088 2523

***Join via CivicClerk:** <https://charlestonwv.civicclerk.com>

I. DISCUSSION:

- a. Approval of Previous Minutes 7-6-2020

II. RESOLUTIONS:

- a. Resolution No. 349-20 - Authorizing the Mayor to submit a substantial amendment to the City of Charleston's 2019 Annual Action Plan to the U.S. Department of Housing and Community Development
- b. Resolution No. 358-20 - Authorizing the Mayor or City Manager to enter into a renewal of the Agreement with Suttle and Stalnaker to conduct a Single Audit for the City of Charleston for FY 2020
- c. Resolution No. 359-20 – Authorizing the Mayor or City Manager to renew an annual software maintenance contract for a records management system for the Charleston Police Department.
- d. Resolution No. 360-20 - Authorizing the Mayor or City Manager to enter into a contract with Oval Construction Management LLC for concrete sidewalk & accessible ramp project construction services

- e. Resolution No. 361-20 - Authorizing the Mayor or City Manager to enter into a contract with Thaxton Construction Company, Inc. for pile and lagging retaining wall services
- f. Resolution No. 362-20 - Authorizing the Finance Director to establish a special revenue fund, to be known as the Charleston LGBTQ Working Group Fund
- g. Resolution No. 363-20 - Authorizing the Mayor or City Manager to enter into an Agreement with WesBanco, Inc. for a Standby Letter of Credit and cancelling the Letter of Credit approved by City Council on April 20, 2020
- h. Resolution No. 364-20 - Authorizing approval of Amendment No. 1 in the FY 2020-2021 General Fund Budget as indicated on the attached list of accounts.
- i. Resolution No. 365-20 - Coal Severance Budget Amendment No. 1
- j. Resolution No. 366-20 - Coliseum & Convention Center Budget Amendment No. 1

III. THE AGENDA WAS AMENDED 7-16-2020

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., JULY 6, 2020
A/V CONFERENCE ROOM*

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., July 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
Ben Adams
Brent Burton
Becky Ceperley
Mary Beth Hoover
Will Laird

*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. Approval of Previous Minutes - Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the June 15, 2020 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 350-20 - Authorizing the Mayor or City Manager to purchase Bituminous Concrete (asphalt) from WV Paving, Inc. on an as needed basis at \$76.50 per ton for Wearing Course Material Type 1; and \$73.25 per ton for Patching and Leveling Material Type 1 to be used by the Public Works Department, as the result of a competitive bidding process.

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

The Mayor or City Manager is authorized to purchase Bituminous Concrete (asphalt) on an as needed basis at \$76.50 per ton for Wearing Course Material Type 1; and \$73.25 per ton for Patching and Leveling Material Type 1 to be used by the Public Works Department, as the result of a competitive bidding process.

City Manager, Jonathan Storage, added that the City Manager's Office opened bids for bituminous concrete (asphalt) on an as needed based to be used by the City's Street Department. One vendor submitted a bid: West Virginia Paving, Inc., of Dunbar, WV. The bid prices are per ton and per type of material ordered.

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. 350-20 approved.

Bituminous Concrete for Public Works			
Project No. 2020-014			
Bid Opening: June 24, 2020 @ 11:00am			
	WV Paving, Inc.		
	2950 Charles Avenue		
	Dunbar, WV 25064		
	P: (304) 768-9733		
	johnson@wvpaving.com		
Wearing Course Material Type I, Item 401-2-1	\$76.50 per ton		
Patching and Leveling Type I, Item 401-3-1	\$73.25 per ton		
Successful Bidder			

- b. Resolution No. 351-20 - Authorizing the Mayor or City Manager to purchase Portland Cement (concrete) from Hanson Ready Mix to be used by the Public Works Department on an as needed basis at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process.

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

The Mayor or City Manager is authorized to purchase Portland Cement (concrete) from Hanson Ready Mix to be used by the Public Works Department on an as needed basis at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process.

Storage added that the City Manager's Office opened bids for Portland cement on an as needed based to be used by the City's Street Department. One vendor submitted a bid: Hanson Ready Mix of Vienna, West Virginia.

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. 351-20 approved.

Portland Cement Concrete for Public Works			
Project No. 2020-16			
Bid Opening: June 24, 2020 @ 11:00am			
	Hanson Ready Mix		
	1105 9th Street		
	Vienna, WV 26105		
	P: (304) 485-2191		
	Bradley.Rucker@ehighhanson.com		
(a) Full Load (unload in 30 minutes or less), per cubic yard, delivered to job site:			
Class A 3500# Concrete	\$136.00		
Class B 3500# Concrete	\$136.00		
Class C 2500# Concrete	\$131.00		
Class D 2000# Concrete	\$125.00		
Controllable Low Strength Material	\$107.00		
(b) Partial Load Charge (if applicable)	\$100.00		
(c) Unloading Charge past 30 minutes	\$85.00		
(d) Cost of Adding Fiber to Concrete	\$6.50		
Fuel Surcharge	\$15.00		
Successful Bidder			

- c. Resolution No. 352-20 - Authorizing the Mayor or City Manager to purchase road salt from Cargill, Inc. to be used by the Public Works Department on an as needed basis for snow and ice removal in the amount of \$71.71 per ton, as the result of a competitive bidding process with local vendor preference consideration.

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

The Mayor or City Manager is authorized to purchase road salt from Cargill, Inc. to be used by the Public Works Department on an as needed basis for snow and ice removal in the amount of \$71.71 per ton, as the result of a competitive bidding process with local vendor preference consideration.

Storage added that the City Manager's Office opened bids for road salt on an as needed based to be used by the City's Street Department, and the City tried to keep about 7,000 tons of road salt on hand. Two vendors submitted a bid: Cargill, Inc. of North Olmstead, Ohio, and Morton Salt, Inc. of Chicago, Illinois. Cargill submitted the lowest bid meeting specifications at \$71.71 per ton.

Councilmember Jenkins moved to approve the Resolution. Councilmember Ceperley seconded the motion. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 352-20 approved.

Purchase of Road Salt for the Street Department		
Project No. 2020-013		
Bid Opening: June 24, 2020 @ 11:00am		
	Cargill, Inc.	Morton Salt, Inc.
	24950 Country Club Blvd., Suite 450	444 West Lake Street, Suite 3000
	North Olmsted, OH 44070	Chicago, IL 60606
	P: (800) 600-7258	P: (855)665-4540
	Salt_CustomerCareRoadSafety@Cargill.com	buyroadsalt@mortonsalt.com
Price Per Ton	\$71.71	74.58
Successful Bidder		

- d. Resolution No. 353-20 - Authorizing the Mayor or City Manager to purchase various classes and sizes of aggregate from Shamblin Stone, Inc. at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process. The aggregate will be used by the Public Works Department on projects undertaken throughout Fiscal Year 2020-2021.

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

The Mayor or City Manager is authorized to purchase various classes and sizes of aggregate from Shamblin Stone, Inc. at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process. The aggregate will be used by the Public Works Department on projects undertaken throughout Fiscal Year 2020-2021.

Storage added that the City Manager's Office opened bids for various types of aggregate stone as needed based to be used by the City's Street Department. One vendor submitted a bid: Shamblin Stone of Dunbar, West Virginia.

Councilmember Jenkins asked if glassed crushed into aggregate allowed under DOH rules and standards. Storage answered that he did not know, but that they typically do not use recycled goods, except for the use of recycled asphalt in certain construction projects.

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. 353-20 approved.

Aggregate for Public Works			
Project No. 2020-015			
Bid Opening: June 24, 2020 @ 11:00am			
	Shamblin Stone, Inc.		
	70 Dunbar Avenue		
	Dunbar, WV 25064		
	P: (304) 766-7318		
	tmattox@wvpaving.com		
River Gravel:			
River Gravel #57	\$28.20		
Masonry Sand	\$25.65		
Dry Bed	\$22.45		
Limestone:			
#2	No Bid		
#3	\$26.05		
#57	\$26.05		
#67	\$26.75		
1 1/2" Crusher Run	\$25.55		
#467	\$26.05		
Plant Location Address:	70 Dunbar Avenue, Dunbar, WV		
Successful Bidder	✓		

- e. Resolution No. 354-20 - Authorizing the Mayor or City Manager to enter into an agreement with MSW Consultants in the amount of \$35,300.00, for a feasibility study for the Recycling Program, as the result of a competitive bidding process.

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

The Mayor or City Manager is authorized to enter into an agreement with MSW Consultants in the amount of \$35,300.00 for a feasibility study for the Recycling Program, as the result of a competitive bidding process.

Storage added that the City Manager's Office opened bids for a consultant service to perform a feasibility study of the City's Recycling Program. The feasibility is a component part of a grant the City received from the West Virginia Department of Environmental Protection. Grant funds will be used to cover the costs of the study. 4 Companies submitted bids. Downstream Strategies was deemed disqualified because it failed to submit necessary paperwork with its bid. Based on scoring criteria applied by a scoring committee, MSW Consultants has been recommended as the successful vendor.

Councilmember Hoover asked what the main goal of the study was. Jane Bostic replied that the intent of the study is to take into consideration budget, current process, resources, education outreach, etc. The goal is to have better streamlined practices and better outreach in a holistic approach.

Councilmember Adams confirmed that the study should be finished by the end of October 2020, after which recommendations will be made to the Mayor and Council.

Councilmember Jenkins confirmed that there should be an opportunity for public input, but no specific meetings are planned yet. Mayor Goodwin added that the last study was done in 2015.

Councilmember Hoover asked how the Kanawha County Solid Waste Authority will fit into this. Bostic replied that the study will also show how the City can work better with the resources available.

Councilmember Jenkins asked if the study was to develop ideas with further studies possibly needed in the future. Mayor Goodwin said the City would need more people to recycle through education and other means to justify having a sustainable recycling program in the City.

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. 354-20 approved.

Feasibility Study for the Recycling Program				
Project No. 2020-011				
Bid Opening: June 15, 2020 @ 11:00am				
		New/Gen Strategie and Solutions, LLC	MSW Consultants	GT Environmental, Inc
		8140 N Mopac Expy, Bldg 1, Ste 240	11875 High Tech Ave, Ste 150	2400 Corporate Exchange Dr. Ste 150
		Austin, TX 78759	Orlando, FL 32817	Columbus, OH 43231
		P: (512) 649-1254	p: (407) 380-8951	P: (614) 794-3570
		dyanke@newgenstrategies.net	jculbertson@mswconsultants.com	Rhansen@gtenvironmental.com
CRITERIA	Points Possible			
Cost Estimate	0-20	20	18	10
Proven ability to successfully meet all project milestones and complete project by contract deadline.	0-40	40	35	40
Experience in conducting Feasibility Studies.	0-20	12	19	15
Experience with Waste Management and Recycling Projects.	0-10	6	10	9
References from projects completed in the last five years.	0-10	10	10	10
Total Points	100	88	92	84
Project Total		\$34,840.00	\$35,300.00	\$49,900.00
Project Completion		75	90	90
Successful Bidder			✓	

- f. Resolution No. 355-20 - Authorizing the Mayor or City Manager to purchase various classes and sizes of aggregate from Shamblin Stone, Inc. at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process. The aggregate will be used by the Public Works Department on projects undertaken throughout Fiscal Year 2020-2021.

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

The Mayor or City Manager is authorized to purchase various classes and sizes of aggregate from Shamblin Stone, Inc. at the prices listed on the attached tabulation sheet, as the result of a competitive bidding process. The aggregate will be used by the Public Works Department on projects undertaken throughout Fiscal Year 2020-2021.

Storage added that the City Manager's Office opened bids for the City's annual road paving work. Three vendors submitted bids: Bear Contracting (Bridgeport, WV), WV Paving (Dunbar, WV), and MR Asphalt (Charleston, WV). Bear Contracting submitted the winning bid, and the Administration recommends approval of 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. 355-20 approved.

Road Paving June 2020			
Project No. 2020-017			
Bid Opening: June 29, 2020 @ 11:00am			
	Bear Contracting LLC	WV Paving	MR Asphalt, Inc.
	PO Box 1196	2950 Charles Avenue	148 Hunters Cove
	Bridgeport, WV 26330	Dunbar, WV 25064	Charleston, WV 25320
	P: (304) 326-0160	P: (304) 768-9733	P: (304) 988-3789
	urso@bear-contracting.com	ben.bragg@wvpaving.com	mrasphaltboggess@aol.com
Project Total	\$1,471,800.00	\$1,518,160.00	\$1,593,900.00
Local Vendor Preference (4%)	(5,000.00) \$1,466,800.00	(5,000.00) \$1,513,160.00	(5,000.00) \$1,588,900.00
Successful Bidder with Local Preference Consideration	✓		

- g. Resolution No. 356-20 - Authorizing settlement of pending disputed claims against the City in the matter known as Freda Gilmore v. City of Charleston, et al., Civil Action No. 2:20-cv-00022 in the United States District Court for the Southern District of West Virginia, as recommended by the City Solicitor.

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

That the City Council hereby authorizes and approves the settlement of pending disputed claims against the City by Freda Gilmore, as contained in Civil Action No. 2:20-cv-00022 in the United States District Court for the Southern District of West Virginia, in the amount of \$80,000, as recommended by the City Solicitor. The City Council acknowledges that the settlement funds for Ms. Gilmore will be placed in trust for her benefit. The City Council authorizes the City Solicitor and City Manager to take all necessary steps to finalize resolution of the claims.

City Attorney, Kevin Baker, added that a settlement has been reached after a thorough and lengthy mediation. He believes it is in the best interest of all parties.

Councilmember Adams confirmed that Ms. Gilmore was represented by Counsel and a family member, and that it was a mutually aggregable resolution.

Councilmember Jenkins confirmed that the settlement resolves the matter for all defendants.

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. 356-20 approved.

- h. Resolution No. 357-20 - Authorizing the Mayor and City Manager to take all necessary steps to loan or donate the Kanawha Riflemen Memorial monument to the Craik-Patton House museum, the West Virginia State Museum, or another West Virginia history museum where it can be preserved and presented in historical context and requesting the Charleston Historic Landmarks Commission to prepare a proposal to the City regarding a new monument and other historical markers necessary to present the history of Ruffner Park in a historically accurate manner.

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

That the Mayor and City Manager are authorized to take all necessary steps to loan or donate the Kanawha Riflemen Memorial monument to the Craik-Patton House museum, the West Virginia State Museum, or another West Virginia history museum where it can be preserved and presented in historical context.

And that the Charleston Historic Landmarks Commission is requested to prepare a proposal to the City regarding a new monument and other historical markers necessary to present the history of Ruffner Park in a historically accurate manner.

Baker added that that the monument would be loaned or donated to a museum; the Craik-Patton House are considering taking the monument. Other options include the State museum, or the museum located at Marshall University. He said the history of the land is a fascinating story that deserves be told. He added that no person listed on the plaque is buried in the former cemetery.

Councilmember Ceperley confirmed that the current plan is to remove the plaque and keep the stone monument where it is. Also, it is unlikely that anyone still buried on the property was a Confederate soldier.

Councilmember Jenkins confirmed that the Charleston Historic Landmarks Commission will discuss a full plan for the new version of the monument.

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. 357-20 approved.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.

Resolution No. 349-20

Introduced in Council:

July 20, 2020

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

1 Resolution No. 349-20 - Authorizing the Mayor to submit a substantial amendment to the City
2 of Charleston's 2019 Annual Action Plan to the U.S. Department of Housing and Urban
3 Development. The amendment will include \$892,222 in Community Development Block Grant
4 CV (CDBG-CV) funds, made available by the CARES Act. Further authorizing the Mayor to sign all
5 required forms and certifications related to the CDBG-CV amendment. Funds will be used for
6 activities as indicated below. This is contingent upon no adverse citizen comments being
7 received during the 5-day comment period required through the MOECD Citizen Participation
8 Plan.

9

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

11

12 That the Mayor is hereby authorized to submit a substantial amendment to the City of
13 Charleston's 2019 Annual Action Plan to the U.S. Department of Housing and Urban
14 Development. The amendment will include \$892,222 in Community Development Block Grant
15 CV (CDBG-CV) funds, made available by the CARES Act. Further authorizing the Mayor to sign all
16 required forms and certifications related to the CDBG-CV amendment. Funds will be used for
17 activities as indicated below.

18

19 Funds may be used for the following activities:

20 Family Relief Funds - activities to provide one-time or short-term (no more than three months)
21 emergency payments on behalf of individuals or families, in response to COVID-19. Examples
22 include utility payments to prevent cutoff of service, and rent/mortgage payments to prevent
23 eviction and medical needs/co-pays related to COVID-19.

24 \$170,000

25 Public Service - activities to assist homeless and low- to- moderate income individuals or
26 households in response to Covid-19.

27 \$515,000

28 General Administration – Costs incurred for the general management, oversight, and
29 coordination of the CDBG-CV grant funds.

30 \$119,000

31 Unprogrammed Funds – Funds to assist with cost overruns and emergencies for coronavirus
32 efforts.

33 \$88,222

	<u>Activity/Description</u>	<u>Allocation</u>
1	Covenant House, LLC - Funding for rental and utility assistance. 600 Shrewsbury Street, Charleston, WV 25301.	\$ 20,000.00
2	Salvation Army - Funding for reimbursement of food and supplies. 301 Tennessee Ave, Charleston, WV 25302	\$ 10,000.00
3	YWCA Sojourners - Funding for PPE's, Supplies and Food expense. 1418 Washington Street, E., Charleston, WV 25301	\$ 10,000.00
4	YWCA RFAP - Funding for medical needs/co-pays. 1426 Kanawha Blvd., East, Charleston, WV 25301	\$ 5,000.00
5	Manna Meal - Funding for food expenses 1105 Quarrier Street, Charleston, WV 25301	\$ 100,000.00
6	Kanawha Valley Collective McCormick Hub - Funding for operational expenses at the shower and laundry facility. 1001 Smith Street, Charleston, WV 25301	\$ 25,000.00
7	United Way United We House - Funding for Rental Deposits First Months Rent and Utility Deposits and salary expense for outreach worker. 1 United Way Square, Charleston, WV 25301	\$ 150,000.00
8	Pro-Kids- Funding for salary expense supplies, equipment and minor renovations. 209 Morris Street, Charleston, WV 25301	\$ 15,000.00
9	Step-by-Step - Funding for personnel expenses and supplies. 415 Dickinson Street, Charleston, WV 25301	\$ 20,000.00
10	Health Outreach Coordinator - Mental Health Services Funding for salary/ benefit expense for a Mental Health Coordinator as a member of the Mayor's CARE Office. TPT Center, Charleston, WV	\$ 130,000.00
11	MOECD CDBG-CV Public Service Project - Funding to assist with public service activities used for coronavirus efforts.	\$ 200,000.00
	TOTAL CDBG-CV Requests	\$ 685,000.00
12	CDBG-CV Admin - These funds will be used for the administration of the Community Development Block Grant-CV Program.	\$ 119,000.00
	TOTAL CDBG-CV Requests with Admin	\$ 804,000.00

	<u>Activity/Description</u>	<u>Allocation</u>
	<u>TOTAL CDBG-CV ALLOCATION</u>	\$ 892,222.00
	<u>Unprogrammed Funds</u> - Funds to help with cost overruns and emergencies for coronavirus efforts.	\$ 88,222.00

Resolution No. 358-20

Introduced in Council

Passed by Council

July 20, 2020

Introduced by
Joseph Jenkins

Referred from
Finance Committee

1 Resolution No. 358-20 - Authorizing the Mayor or City Manager to enter into a
2 renewal of the Agreement with Suttle and Stalnaker to conduct a Single Audit for
3 the City of Charleston for FY 2020 in the amount of \$79,920.00 in accordance with
4 Federal OMB Circular A-133. This amount includes \$74,000 to Suttle & Stalnaker
5 for the audit contract and \$5,920 to the WV State Auditor's Office for a processing
6 fee.

7

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

9

10 That the Mayor or City Manager is hereby authorized to enter into a renewal of the
11 Agreement with Suttle and Stalnaker to conduct a Single Audit for the City of
12 Charleston for FY 2020 in the amount of \$79,920.00 in accordance with Federal
13 OMB Circular A-133. This amount includes \$74,000 to Suttle & Stalnaker for the
14 audit contract and \$5,920 to the WV State Auditor's Office for a processing fee.

15

Resolution No. 359-20

Introduced in Council

Passed by Council

July 20, 2020

Introduced by
Joseph Jenkins

Referred from
Finance Committee

1 Resolution No. 359-20 – Authorizing the Mayor or City Manager to renewal an annual
2 software maintenance contract with Tritech Software Systems (formerly Zuercher
3 Technologies) for the provision of a records management system for the Charleston Police
4 Department in an amount not to exceed \$66,121.19.

5

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

7

8 The Mayor or City Manager is authorized to renewal an annual software maintenance
9 contract with Tritech Software Systems for the provision of a records management
10 system for the Charleston Police Department in an amount not to exceed \$66,121.19.

11



Invoice

Invoice No
283783

Date
7/30/2020

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Tritech Software Systems, formerly Zuercher Technologies,
LLC, a CentralSquare Company
1000 Business Center Drive
Lake Mary, FL 32746

Billing Inquiries: Accounts.Receivable@centralsquare.com

Bill To
Charleston Police Department
Mark Fuiks
PO Box 2749 Room 309
Charleston WV 25301
United States

Ship To
Charleston Police Department
Mark Fuiks
PO Box 2749 Room 309
Charleston WV 25301
United States

Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
16248	Charleston Police, WV		USD	Net 30	8/29/2020

	Description	Units	Rate	Extended
1	Administration Core Annual Maintenance Fee - Annual Maintenance Fee Administration Server License Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$1,963.50	\$1,963.50
2	Extend Adapter License (ZU) Annual Maintenance Fee - Annual Maintenance Fee Extend Adapter License Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$550.15	\$550.15
3	Mobile Core Annual Maintenance Fee - Annual Maintenance Fee Mobile Server License Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$3,141.60	\$3,141.60
4	Mobile NCIC Annual Maintenance Fee - Annual Maintenance Fee Mobile NCIC Client License Maintenance: Start:8/29/2020, End: 8/28/2021	40	\$0.00	\$0.00
5	Mobile Records Annual Maintenance Fee - Annual Maintenance Fee Mobile Records Client License Maintenance: Start:8/29/2020, End: 8/28/2021	40	\$149.25	\$5,969.88
6	Portal Server License Annual Maintenance Fee - Annual Maintenance Fee Portal Server License Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$2,591.98	\$2,591.98
7	Records - N-DEx Adapter (IA IEPD) Annual Maintenance Fee - Annual Maintenance Fee Records - N-DEx Adapter (IA IEPD) Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$0.00	\$0.00
8	Records - WV Crime Reporting (NIBRS) Interface Annual Maintenance Fee Records - WV Crime Reporting (WV NIBRS) Interface Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$0.00	\$0.00



Invoice

Invoice No
283783

Date
7/30/2020

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Tritech Software Systems, formerly Zuercher Technologies,
LLC, a CentralSquare Company
1000 Business Center Drive
Lake Mary, FL 32746

Billing Inquiries: Accounts.Receivable@centralsquare.com

Bill To
Charleston Police Department
Mark Fulk
PO Box 2749 Room 309
Charleston WV 25301
United States

Ship To
Charleston Police Department
Mark Fulk
PO Box 2749 Room 309
Charleston WV 25301
United States

Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
16248	Charleston Police, WV		USD	Net 30	8/29/2020

	Description	Units	Rate	Extended
9	Records Core Annual Maintenance Fee - Annual Maintenance Fee Records Server License Maintenance: Start:8/29/2020, End: 8/28/2021	2	\$9,426.38	\$18,852.75
10	Records Property and Evidence Extend Annual Maintenance Fee - Annual Maintenance Fee Property and Evidence Extend Client License Maintenance: Start:8/29/2020, End: 8/28/2021	2	\$55.12	\$110.25
11	Reporting Core Annual Maintenance Fee - Annual Maintenance Fee Reporting Server License Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$0.00	\$0.00
12	ZSuite - Time Synchronization Interface Annual Maintenance F - Annual Maintenance Fee Zuercher Suite - Time Synchronization Interface Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$0.00	\$0.00
13	ZSuite - WEAPON/NCIC Interface (Basic Queries) Annual Maintenance - Annual Maintenance Fee Zuercher Suite - WEAPON/NCIC Interface (Basic Queries) Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$1,832.93	\$1,832.93
14	ZSuite Production GIS Server Hardware Maintenance - Annual Maintenance Fee Zuercher Suite Production GIS Server (Virtualized Server, OS, Software, Analytic Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$2,827.91	\$2,827.91
15	ZSuite Production NCIC Server Hardware Maintenance - Annual Maintenance Fee Zuercher Suite Production NCIC Server (Virtualized Server, OS, Installation & Te Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$1,256.85	\$1,256.85
16	ZSuite Production Server Hardware Maintenance - Annual Maintenance Fee Zuercher Suite Production Server (Dell Server, OS, Zuercher Suite Base Software, Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$8,641.40	\$8,641.40



Invoice

Invoice No
283783

Date
7/30/2020

Page
3 of 3

Tritech Software Systems, formerly Zuercher Technologies,
LLC, a CentralSquare Company
1000 Business Center Drive
Lake Mary, FL 32746

Billing Inquiries: Accounts.Receivable@centralsquare.com

Bill To
Charleston Police Department
Mark Fulks
PO Box 2749 Room 309
Charleston WV 25301
United States

Ship To
Charleston Police Department
Mark Fulks
PO Box 2749 Room 309
Charleston WV 25301
United States

Customer No	Customer Name	Customer PO #	Currency	Terms	Due Date
16248	Charleston Police, WV		USD	Net 30	8/29/2020

	Description	Units	Rate	Extended
17	ZSuite Training/Testing Server Hardware Maintenance - Annual Maintenance Fee Zuercher Suite Training/Testing Server (Dell Server, OS, Zuercher Suite Base Sof Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$5,655.83	\$5,655.83
18	ZSuite Warm Standby GIS Server - Annual Maintenance Fee Zuercher Suite Warm Standby GIS Server (Virtualized Server, OS, Software, Analyt Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$2,827.91	\$2,827.91
19	ZSuite Warm Standby NCIC Server - Annual Maintenance Fee Zuercher Suite Warm Standby NCIC Server (Virtualized Server, OS, Installation & Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$1,256.85	\$1,256.85
20	ZSuite Warm Standby Server - Annual Maintenance Fee Zuercher Suite Warm Standby Server (Dell Server, OS, Zuercher Suite Base Softwar Maintenance: Start:8/29/2020, End: 8/28/2021	1	\$8,641.40	\$8,641.40

Please include invoice number(s) on your remittance advice,
made payable to Tritech Software Systems

Subtotal \$66,121.19

Tax \$0.00

ACH:
Routing Number 121000358
Account Number 1416612641
E-mail payment details to: Accounts.Receivable@CentralSquare.com

Invoice Total \$66,121.19

Check:
12709 Collection Center Drive
Chicago, IL 60693

Payments Applied \$0.00

Balance Due \$66,121.19

Resolution No. 360-20

Introduced in Council

Passed by Council

July 20, 2020

Introduced by
Joseph Jenkins

Referred from
Finance Committee

- 1 Resolution No. 360-20 - Authorizing the Mayor or City Manager to enter into a contract
2 with Oval Construction Management LLC for concrete sidewalk & accessible ramp project
3 construction services for \$283,868.40, as the result of a competitive bidding process.
4
5 Be it Resolved by the Council of the City of Charleston, West Virginia:
6
7 The Mayor or City Manager is authorized to enter into a contract with Oval Construction
8 Management LLC for concrete sidewalk & accessible ramp project construction services
9 for \$283,868.40, as the result of a competitive bidding process.

Concrete Sidewalk & Accessible Ramp Project Summer 2020

Project No. 2020-018
Bid Opening: July 2, 2020 at 11:00am

			Garcie R. Marker & Sons, Inc. 1119 Jefferson Road South Charleston, WV 25309 P: (304) 744-0590 gmarkersons@aol.com		McClanahan Construction Co. 744 N. Poca River Road Poca, WV 25159 P: (304) 776-3355 bruce@mccclanahanconstruction.com		Wolf Creek Contracting Co., LLC 5461 Big Tyler Road, Charleston, WV 25313 P: (740) 749-3459 hoffenberger@wolfcreekcontractors.com		Oval Construction Management LLC 1506 Hansford St. Charleston, WV 25311 P: (304) 347-8820 JCARNEY@ovalconstruction.com		Jim Construction Inc. P.O. Box 3926 Charleston, WV 25339 P: (304) 343-7448 sagekerkes@yahoo.com	
Item	Unit	Estimated Quantity	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost	Price per Unit	Total Cost
Item No. 3.01 Concrete Ramp and Sidewalk	SF	13,330	\$21.00	\$279,930.00	\$21.40	\$285,262.00	\$33.00	\$439,890.00	\$18.49	\$246,471.70	\$26.93	\$358,976.90
Item No. 3.02 Curb and Gutter	LF	150	\$50.00	\$7,500.00	\$45.00	\$6,750.00	\$157.50	\$23,625.00	\$13.99	\$2,098.50	\$134.00	\$20,100.00
Item No. 3.03 Integral Curb	LF	2,200	\$21.00	\$46,200.00	\$21.40	\$47,080.00	\$23.00	\$50,600.00	\$7.99	\$17,578.00	\$46.00	\$101,200.00
Item No. 3.04 Plain Curb	LF	300	\$25.00	\$7,500.00	\$20.00	\$6,000.00	\$95.00	\$28,500.00	\$7.49	\$2,247.00	\$30.00	\$9,000.00
Item No. 3.05 Detectable Warning Surfaces	EA	96	\$500.00	\$48,000.00	\$230.00	\$22,080.00	\$214.00	\$20,544.00	\$199.99	\$19,199.04	\$145.00	\$13,920.00
Item No. 3.06 Curb Inlet Adjustment	EA	15	\$250.00	\$3,750.00	\$200.00	\$3,000.00	\$172.00	\$2,580.00	\$1.00	\$15.00	\$646.00	\$9,690.00
Item No. 3.07 Asphalt Replacement	SY	84	\$150.00	\$12,600.00	\$140.00	\$11,760.00	\$167.00	\$14,028.00	\$14.99	\$1,259.16	\$217.00	\$18,228.00
TOTAL PROJECT COST				\$405,480.00		\$381,932.00		\$579,767.00		\$288,868.40		\$531,114.90
Local Vendor Preference (4%)				(\$5,000.00) \$400,480.00		(\$5,000.00) \$376,932.00		N/A		(\$5,000.00) \$283,868.40		(\$5,000.00) \$526,114.90
Successful Bidder with Local Preference Consideration												

Resolution No. 361-20

Introduced in Council

Passed by Council

July 20, 2020

Introduced by
Joseph Jenkins

Referred from
Finance Committee

1 Resolution No. 361-20 - Authorizing the Mayor or City Manager to enter into a contract
2 with Thaxton Construction Company, Inc. for pile and lagging retaining wall services for
3 \$276,900, as the result of a competitive bidding process.

4

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

6

7 The Mayor or City Manager is authorized to enter into a contract with Thaxton
8 Construction Company, Inc. for pile and lagging retaining wall services for \$276,900, as
9 the result of a competitive bidding process.

10

2020 Pile and Lagging Retaining Wall Project

Project No. 2020-019

Bid Opening: July 14, 2020 at 11:00am

Alan Stone Company

1324 Ellis Run Road

Cutler, OH 45724

P: (304) 375-6484

blake@alanstonecompany.com

Thaxton Construction Company, Inc. of Sissonville

PO Box 13279

Charleston, WV 25360

P: (304) 984-2299

thaxtonconstruction@gmail.com

Item	Unit	Quantity	Price per Unit	Total Cost	Price per Unit	Total Cost
Item No. 3.01 Mobilization	LS	1	\$16,000.00	\$16,000.00	\$1,000.00	\$1,000.00
Item No. 3.02 Predrilled Soldier Pile HP10x42	LF	1,500	\$113.00	\$169,500.00	\$80.00	\$120,000.00
Item No. 3.04 Steel Wale HP6x28	LF	150	\$204.00	\$30,600.00	\$40.00	\$6,000.00
Item No. 3.05 Concrete Lagging 8x24x45	EA	200	\$510.00	\$102,000.00	\$80.00	\$16,000.00
Item No. 3.06 Allowances		1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Base Bid Total				\$333,100.00		\$158,000.00
Alternate No. 1						
Item No. 4.01 Clearing, Grubbing and Debris Removal	SF	3,000	\$5.00	\$15,000.00	\$9.30	\$27,900.00
Item No. 4.02 Excavation Onsite Soils	CY	650	\$35.00	\$22,750.00	\$60.00	\$39,000.00
Item No. 4.03 Rock Buttress	CY	650	\$37.00	\$24,050.00	\$80.00	\$52,000.00
Alternate No. 1 Total				\$61,800.00		\$118,900.00
TOTAL PROJECT COST				\$394,900.00		\$276,900.00
Local Vendor Preference (4%)				N/A	(\$5,000.00) \$271,900.00	
Successful Bidder with Local Preference Consideration					✔	

Resolution No. 362-20

Introduced in Council:

Adopted by Council:

July 20, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 362-20 – Authorizing the Finance Director to establish a special revenue fund,
2 to be known as the Charleston LGBTQ Working Group Fund, that accounts for revenues
3 received from various sources to be dedicated to furthering the Working Group’s mission,
4 which is stated as follows:

5
6 The Working Group recognizes all voices and perspectives must be considered to make lasting,
7 equitable change and remains committed to maintaining a welcoming, safe and inclusive
8 environment. Members shall make a concerted effort to think creatively about issues, consider
9 the interconnected nature of social categorization [race, color, religion, ancestry, sex, age,
10 disability, marital status, military status, sexual orientation, gender identity, gender expression,
11 income status, etc.], encourage cross-community, cross-sector and cross-issue collaboration
12 and establish opportunities throughout the City for LGBTQ+ individuals. The Working Group
13 will continually strive to ensure the LGBTQ+ community's voices are heard and ensure both the
14 unique needs and experiences of the community are reflected in the recommendations
15 provided to the Mayor.

16
17
18 Be it Resolved by the Council of the City of Charleston, West Virginia:

19
20 The Finance Director to establish a special revenue fund, to be known as the Charleston LGBTQ
21 Working Group Fund, that accounts for revenues received from various sources to be
22 dedicated to furthering the Working Group’s mission, which is stated as follows:

23
24 The Working Group recognizes all voices and perspectives must be considered to make lasting,
25 equitable change and remains committed to maintaining a welcoming, safe and inclusive
26 environment. Members shall make a concerted effort to think creatively about issues, consider
27 the interconnected nature of social categorization [race, color, religion, ancestry, sex, age,
28 disability, marital status, military status, sexual orientation, gender identity, gender expression,
29 income status, etc.], encourage cross-community, cross-sector and cross-issue collaboration
30 and establish opportunities throughout the City for LGBTQ+ individuals. The Working Group
31 will continually strive to ensure the LGBTQ+ community's voices are heard and ensure both the
32 unique needs and experiences of the community are reflected in the recommendations
33 provided to the Mayor.

July 15, 2020

Mayor Amy Shuler Goodwin
501 Virginia Street, East
Charleston, WV 25301



Dear Mayor Goodwin,

Recently, the LGBTQ Working Group was approached regarding a funding opportunity related to our mural project. We kindly request the City of Charleston to establish a special fund dedicated to furthering the work of the Group—bringing greater visibility to the LGBTQ+ community and its needs; developing recommendations which will result in lasting, equitable change; and ensuring the LGBTQ+ community's voices are heard.

In advance of this request, we approved a revision to our bylaws (pending the outcome of our request to establish a special fund) which will put in place a process to ensure any funds received by the Working Group are deposited and spent in accordance with applicable City ordinance and rules, ensure accurate records are maintained, and ensure information is made available to the Working Group at each regular meeting.

We recognize the importance of listening to all voices and perspectives and remain committed to maintaining a welcoming, safe, and inclusive environment. While we have made progress in areas of visibility and advocacy, we still have much work to do. Some of the things we have accomplished in the past year include:

1. Drafting the letter advocating for more inclusive health care options for City workers, including trans-inclusive care that covers medically necessary gender-affirming treatments, as well as coverage for workers who are in domestic partnerships.
2. Voicing concerns about the inclusion of a virulently homophobic author who was invited to a paid speaking role as part of the West Virginia Book Festival. In response to our concerns, the Book Festival's steering committee reached out to the LGBTQ Working Group to invite a member of our group to join in future decision making.

3. Participating in our first All Kinds Are Welcome Here Lobby Day to bring greater visibility to our Group and show support for others who advocate on behalf of the LGBTQ+ community at the state Capitol.
4. Initiating preliminary conversations regarding youth involvement—with some focus on anti-bullying work.
5. Facilitating the installation of the “All for Love and Love for All” mural—a collaboration with the Charleston Office of Public Art, Black Sheep Burritos and Brews, Rainbow Pride of West Virginia and an anonymous funder.
6. Developing the “All Kinds Are Welcome Here: Charleston” initiative, which will showcase welcoming and inclusive businesses, faith-based organizations, civic groups, nonprofits and others in the Capital City.
7. Putting in motion a plan for the installation of an LGBTQ+ crosswalk on the East End of Charleston—a collaboration with the City of Charleston and Covenant House.

We appreciate the City’s continued support of the Charleston LGBTQ Working Group and welcome the opportunity to further discuss our work.

Sincerely,

A handwritten signature in black ink, consisting of stylized, overlapping loops and a horizontal line at the end.

Jake Jarvis
Chair, Charleston LGBTQ Working Group

CC: Jonathan Storage, City Manager
LGBTQ Working Group Members

Resolution No. 364-20

Introduced in Council:

Adopted by Council:

July 20, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 364-20 – Authorizing approval of Amendment No. 1 in the FY 2020-2021
2 General Fund Budget as indicated on the attached list of accounts.

3

4

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

6

7 That Amendment No. 1 in the FY 2020-2021 General Fund Budget as indicated on the attached
8 list of accounts is approved.

9

General Fund FY 2020-2021 Budget Amendment No. 1 - July 20, 2020

Account No.	Department	Account Description	Amount
001 976 00 700 4 459	Police	Capital Outlay - Equipment	1,117,280
001 976 00 706 4 459	Fire	Capital Outlay - Equipment	444,996
001 977 00 750 4 459	Street	Capital Outlay - Equipment	51,705
001 978 00 800 4 459	Refuse	Capital Outlay - Equipment	300,000
001 980 00 952 4 459	Spring Hill Cemetery	Capital Outlay - Equipment	10,000
001 298 0	Assigned Fund Balance		(1,923,981)

Manual Encumbrances - To adjust proper accounts in the FY 2021 Municipal Budget for the purchase of equipment not completed within FY 2020 including: 30 Police Interceptor SUV and related equipment and install costs for the Police Department, 4 ambulances for the Fire Department, 1 pickup truck for the Street Department, 1 packer truck and 2 stake body trucks for the Refuse Department, and 1 hydraulic hammer tractor attachment for the Spring Hill Cemetery.

001 305 01 0000	Revenues	B & O Tax - Current Year	359,397
001 296 0	Restricted Fund Balance		(359,397)

Restricted Fund Balances - To recognize funds restricted for Ball Park Debt Service.

001 305 01 0000	Revenues	B & O Tax - Current Year	1,045,727
001 295 0	Non-Spendable Fund Balance		(1,045,727)

Nonspendable Fund Balance - To recognize nonspendable fund balances for Prepaid Insurance expenses.

Reportable: To Maintain compliance with the budgetary guidelines of the State of West Virginia

Coal Severance Fund FY 2020-2021 Budget Amendment No. 1 - July 20, 2020

Account No.	Department	Account Description
002 298 0		Coal Severance Tax - Balance on Hand
002 000 00 000 5 566		Contributions to Other Funds

To recognize coal severance tax receivable to establish the beginning balance for FY 2021

Reportable: To maintain compliance with the budgetary guidelines of the State of West Virginia.

Amount

<u>17,541</u>
<u>(17,541)</u>

Colesium and Convention Center FY 2020-2021 Budget Amendment No. 1 - July 20, 2020

Account No.	Department	Account Description	Amount
402 358 00 0342	Civic Center Revenues	Trf In - Coal Severance Fund	17,541
402 358 00 0341	Civic Center Revenues	Trf In - General Fund - Debt Svc.	(17,541)

To true up sources of transfer-in revenues as a result of estimated coal severance revenue.