

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., NOVEMBER 21, 2022
AV ROOM #308, CITY HALL

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., November 21, 2022.

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
Becky Ceperley
Mary Beth Hoover
Chad Robinson (arrived at 6:41; first vote was for Res. No. 738-22)

Absent:
Brent Burton

Other Councilmembers present:
Emmett Pepper

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the November 7, 2022 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

b. BDO Expense Update from the City Manager – City Manager, Jonathan Storage, submitted the following report. The full presentation is available <https://charlestonwv.civicclerk.com/Web/Player.aspx?id=1495&key=-1&mod=-1&mk=-1&nov=0>

Pursuant to Resolution No. 583-22, adopted January 3, 2022, please accept this writing as notice that the City has attained its first expense denomination of \$100,000 relating to the professional accounting services rendered by BDO USA, LLP, to the City of Charleston to ensure compliance with American Rescue Plan Act (“ARPA”) program directives. As of this writing, the City has expended \$108,022.30 for BDO’s services. I report that in the rendering of its services, BDO representatives have been prompt, informative, and professional; and I find that the company’s participation in the development of the City’s ARPA processes has added significant value in terms of programmatic efficiency and expertise.

Councilmember Adams confirmed with Storage that it is every \$100,000.

Councilmember Jenkins confirmed with Storage that the cap is \$500,000.

II. RESOLUTIONS:

- a. Resolution No. 737-22 – Authorizing the General Manager of the Charleston Coliseum & Convention Center to enter into a contract with Hooten Equipment Company in the amount of \$34,198.00 for the purchase and installation of a walk-in cooler, where the contract price was determined through a competitive bidding process.

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

That the General Manager of the Charleston Coliseum & Convention Center is authorized to enter into a contract with Hooten Equipment Company in the amount of \$34,198.00 for the purchase and installation of a walk-in cooler, where the contract price was determined through a competitive bidding process.

Storage added that there is currently no mass cold storage at the Convention Center, and all cold products must be transferred from the ground floor to the Concourse Concession Stand via freight elevator. A walk-in freezer on the Concourse level will significantly reduce labor and transport time, and will also permit an expansion of product variety options for customers.

Councilmember Jenkins confirmed that the City received one bid.

Councilmember Ceperley expressed concern that there seems to always be something needed to purchase for the Convention Center.

Councilmember Hoover added that, being on the Board, she has seen that OVG is figuring out how the facility can make more money with these types of upgrades. She added that the last purchase of grab-and-go coolers tripled sales.

Storage added that this has been the first year in possible ever that the facility has not had to draw down any subsidies at all during the first quarter of the fiscal year.

Councilmember Reishman moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 737-22 approved.

- b. Resolution No. 738-22 – Whereas, the City’s Purchasing Director publicly solicited bids for the provision of E-10 gasoline and diesel fuel for a contract period not to exceed 2 years; and

Whereas, the City’s specifications indicated a preference for firm fixed pricing, with adjustable OPIS-based pricing an allowable alternative bidding option; and

Whereas, the Purchasing Director conducted a bid letting on November 15, 2022, during which the City received a single bid; and

Whereas, the lone bidder, which is the City’s current fuel vendor, rejected the City’s preference for firm fixed pricing and offered \$0.30 per gallon over OPIS prices; and

Whereas, the bidder’s price is 87.5% higher than the current statewide fuel contract following the same OPIS price-plus arrangement; and

Whereas, the City Manager confirmed that the fuel vendors listed on the statewide contract will honor its stated prices for the City of Charleston; and

Whereas, the statewide contract vendors are able and willing to supply the City with fuel meeting required specifications; and

Whereas, the City Manager has rejected the bid supplied by the lone bidder.

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

The Mayor or City Manager is authorized to utilize both existing and subsequently-state-approved competitively sourced statewide contracts for the purchase of fuel for the City’s various departments; provided, however, that the City Manager is directed to continually monitor market fuel prices and recommend alternative contractual arrangements to the City Council’s Finance Committee when he or she determines market changes warrant revisiting the matter.

Storage added that the City had put out a bid for fuel. Given the volatility of the market, vendors were reluctant to submit bids with fixed pricing, which is how the City has been budgeting for fuel for many years. The one bid that was received was for OPIS pricing plus \$.30. This is almost 87% percent above state price contracting. The Administration is recommending to reject the bid. Instead, the state pricing will be honored for the City. The resolution requires that the City Manager monitor the market for when a more competitive arrangement can be made.

Councilmember Adams confirmed with Storage that this is the most cost economical practice for the immediate future.

Councilmember Reishman moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 738-22 approved.

- c. Resolution No. 739-22 – Authorizing the Mayor or City Manager to enter into a contract with Galls LLC in the amount of \$32,400 for the purchase of body armor for 9 new CPD officers and to replace 31 sets of armor for existing CPD officers, where the price was determined through a competitively sourced state-wide contract.

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

That the Mayor or City Manager is authorized to enter into a contract with Galls LLC in the amount of \$32,400 for the purchase of body armor for 9 new CPD officers and to replace 31 sets of armor for existing CPD officers, where the price was determined through a competitively sourced state-wide contract.

Storage added that body armor is part of the standard uniform for all Charleston Police Officers. In addition to buying sets for new hires, existing sets are replaced every five years.

Councilmember Reishman moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 739-22 approved.

- d. Resolution No. 740-22 – Authorizing the Mayor or City Manager to enter into a contract with Motorola Solutions in an amount not to exceed \$652,515.00 over a five-year period for the provision of 180 police body-worn cameras.

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

That the Mayor or City Manager is authorized to enter into a contract with Motorola Solutions in an amount not to exceed \$652,515.00 over a five-year period for the provision of 180 police body-worn cameras, where the five-year cost will be subsidized, in part, with a \$180,000 federal grant; the contracted services include redaction, transcription, and unlimited cloud data storage; the equipment and software included in the service contract are compatible with existing CPD technology systems and equipment; and all 180 cameras will be replaced in the third year of the contract at no additional cost.

Storage added that the resolution will outfit all Police Officers with body-worn cameras as well as spare cameras to guarantee uninterrupted use. The five-year contract will be subsidized, in part, with a \$100,000 federal grant. After the first three years of the contract, all cameras will be replaced with new ones at no additional cost. The services include unlimited cloud data storage and compatibility with existing CPD systems.

Councilmember Reishman moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 740-22 approved.

- e. Resolution No. 741-22 – Authorizing the Mayor or City Manager to enter into a contract with RK Construction, Inc. in the amount of \$375,133.41 to construct pile and lagging wall installations along Staunton Road, Southpointe Drive, and Woodbine Avenue, where the contract price was determined through a competitive bidding process.

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

That the Mayor or City Manager is authorized to enter into a contract with RK Construction, Inc. in the amount of \$375,133.41 to construct pile and lagging wall installations along Staunton Road, Southpointe Drive, and Woodbine Avenue, where the contract price was determined through a competitive bidding process.

Storage added that the contract will be to stabilize the listed roads.

Councilmember Reishman moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 741-22 approved.

- f. Resolution No. 742-22 – Authorizing the Mayor or City Manager to enter into a contract with ZMM Architects & Engineers in the amount of \$41,800 for the provision of design engineering and construction management services to replace the roof of the Public Works Department weld shop.

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

That the Mayor or City Manager is authorized to enter into a contract with ZMM Architects & Engineers in the amount of \$41,800 for the provision of design engineering and construction management services to replace the roof of the Public Works Department weld shop.

Storage added that recent inspections of the weld shop identified critical insufficiencies. He added that replacing the roof was cheaper than constructing a new building.

Councilmember Jenkins asked why there needed to be a design made first instead of directly replacing the roof. Storage replied that it is because this will be for a true structural roof replacement, as opposed to replacing tiles or shingles. He added that when the structure was first built, the joints were undersize for the size of the roof.

Councilmember Ceperley confirmed with Storage that the intent is to continue to use that structure as a functional building for at least the next twenty years.

Councilmember Reishman moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 742-22 approved.

Councilmember Reishman motioned to adjourn the meeting.
Meeting adjourned.