



# CITY OF CHARLESTON West Virginia



Council Member – 12<sup>th</sup> WARD

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

Finance Committee, Chair  
Parking Committee, Chair  
Ordinance and Rules Committee

**AGENDA**  
**FINANCE COMMITTEE MEETING**  
**Monday, February 6, 2023**  
**6:30 PM**

**AV ROOM #308, CITY HALL, CHARLESTON, WV**

**AVAILABLE TO VIEW VIA LIVESTREAM AT <https://charlestonwv.civicclerk.com/web/home.aspx>**

**I. DISCUSSION:**

- a. Approval of Previous Minutes 1-17-2023

**II. RESOLUTIONS:**

- a. Resolution No. 759-23 – Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security for funds to purchase field force protective equipment for Charleston Police Department Patrol officers.
- b. Resolution No. 760-23 – Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security for funds to purchase a hot water dive system and wetsuits for Charleston Police's Dive Team.
- c. Resolution No. 761-23 - Authorizing the Mayor or City Manager to purchase two 2023 Chevrolet Tahoe PPV for the Fire Department from Klick-Lewis, Inc. as part of the fleet rotation replacement schedule.
- d. Resolution No. 762-23 - Authorizing the Mayor or City Manager to enter into contract with Premier Power and Pyrotechnics for fireworks displays for the City's 2023 Live on the Levee Concert Series and the 2023 4th of July Celebration.
- e. Resolution No. 763-23 - Authorizing the Mayor or City Manager to purchase a Kubota backhoe for the Parks and Recreation Department from State Equipment, Inc. as part of the fleet rotation replacement schedule.
- f. Resolution No. 764-23 - Authorizing the Mayor or City Manager to purchase two 2023 Ford F-250 pickup trucks for the Refuse Department from National Auto Fleet Group as part of the fleet rotation replacement schedule.

- g. Resolution No. 765-23 - Authorizing the Mayor or City Manager to purchase a Kubota skid steer for the Street Department from State Equipment, Inc. as part of the fleet rotation replacement schedule.
- h. Resolution No. 766-23 - Authorizing the Mayor or City Manager to purchase six self-contained breathing apparatus for the Fire Department from Atlantic Emergency Solutions.
- i. Resolution No. 767-23 - Authorizing approval of Amendment No. 5 of the FY 2022-2023 General Fund Budget.

**\*Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

MINUTES  
FINANCE COMMITTEE MEETING  
6:30 P.M., JANUARY 17, 2023  
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., January 17, 2023.

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

Joseph Jenkins, Chair  
Brent Burton, Vice Chair  
Becky Ceperley  
Mary Beth Hoover  
Larry Moore  
Chad Robinson  
Shawn Taylor

Absent:  
None

Other Councilmembers present:

Bruce King  
Shannon Snodgrass  
Kathy Rubio  
Joe Solomon  
Frank Annie  
Beth Kerns  
Chelsea Steelhammer  
John Gianola  
Chuck Overstreet

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the January 3, 2023 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 756-23 – Authorizing the Mayor to enter into a Mutual Aid Agreement with the Secretary of the Air Force by and through the Commander of the 130th Airlift Wing related requests for assistance between the Charleston Fire Department and the 130th Airlift Wing's Fire and Emergency Services, whereas the terms of the agreement at attached at Exhibit A.

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

That the Mayor is authorized to enter into a Mutual Aid Agreement with the Secretary of the Air Force by and through the Commander of the 130th Airlift Wing related requests for assistance between the Charleston Fire Department and the 130th Airlift Wing's Fire and Emergency Services, whereas the terms of the agreement at attached at Exhibit A.

Finance Director and Acting City Manager, Andy Wood, added that the resolution is an agreement with the 130th Airlift Wing by Yeager Airport. It updates previous agreements under new law, and provides for a mutual aid agreement.

Councilmember Jenkins asked if this was a new agreement. City Attorney, Kevin Baker replied that there had been agreements in the distant past, but they are outdated.

Councilmember Taylor asked what the potential consequences were of not having such an agreement. Baker replied without it, the 130<sup>th</sup> would not be able to provide their foam that puts out serious chemical fires that the City does not have the capability to handle.

Councilmember Taylor asked if something prompted this review. Lieutenant Colonel Applegate, from the 130<sup>th</sup>, replied that their department goes through an audit of their mutual aid agreements, and this agreement was found to be outdated their Airforce Instruction (their governing regulation) had changed. He added that is a true a mutual aid agreement, where they can also ask for help.

Councilmember Taylor asked if there was a responsibility for reimbursement. Lieutenant Colonel Applegate replied that there was, but they do not intend to ever ask for reimbursement due to the mutual benefit of the agreement.

From the audience, Councilmember Snodgrass asked if they have a similar agreement with the County. Lieutenant Colonel Applegate replied that there used to be one, but they have since moved to having agreements instead with individual municipalities, as the county does not usual have authority over those fire departments as is the case with Charleston.

Councilmember Burton moved to approve the Resolution. With members present recorded

thereon as voting in the majority in the affirmative, with a Nay from Robinson, Chairperson Jenkins declared Resolution No. 756-23 approved.

- b. Resolution No. 757-23 – Authorizing the Mayor or City Manager to execute Change Order No. 1 with RK Construction, Inc., in an amount not to exceed \$10,000, to remove excess soil mass below Woodbine Ave. discovered during the course of construction of a retaining wall.

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

That the Mayor or City Manager is authorized to execute Change Order No. 1 with RK Construction, Inc., in an amount not to exceed \$10,000, to remove excess soil mass below Woodbine Ave. discovered during the course of construction of a retaining wall.

Finance Director and Acting City Manager, Andy Wood, added that the original contract was approved last year relating to three different retaining wall projects. It was discovered that there was excess soil mass for the Woodbine Avenue wall.

Councilmember Taylor added that residents of Woodbine Avenue are very hopeful that this will pass.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting in the majority in the affirmative, with a Nay from Robinson, Chairperson Jenkins declared Resolution No. 757-23 approved.

- c. Resolution No. 758-23 – Authorizing the City of Charleston to communicate the State of West Virginia and the West Virginia Department of Transportation of the city’s willingness to participate in “Non-State-Owned Bridge Program” administered by the West Virginia Department of Transportation through the Federal Highway Administration.

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

That the City of Charleston is willing to participate in the “Non-State-Owned Bridge Program” administrated through the State of West Virginia and the West Virginia Department of Transportation. Funding for this effort was part of the federal Infrastructure Investment and Jobs Act (IIJA). This resolution does not commit the City of Charleston to any financial contribution currently. The IIJA bridge program provides up to 100% federal funding for certain off-system bridges, which typically require a 20% local match. For projects that may still require a local match, the IIJA allows WVDOT flexibility in structuring the matching money. Any future IIJA projects that require local matching funds will be brought before City Council at that time.

Finance Director and Acting City Manager, Andy Wood, added that the resolution expresses that the City is to partner with the West Virginia Department of Transportation on projects authorized under federal infrastructure jobs for bridges that are not included in the State Highway system, but are eligible for reduced matches. The City has 13 bridges that would be potentially eligible for this.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting in the majority in the affirmative, with a Nay from Robinson, Chairperson Jenkins declared Resolution No. 758-23 approved.

III. MISCELLANEOUS:

Councilmember Robinson respectfully requested the attendance of the City Treasurer at Finance meetings.

Councilmember Burton motioned to adjourn the meeting.  
Meeting adjourned.

Resolution No. 759-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 759-23 - Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security in the amount of \$90,000 and administer any funds awarded. These funds will be utilized to purchase field force protective equipment for Charleston Police Department Patrol officers.

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 in the amount of \$90,000 and administer any funds awarded. These funds will be utilized to purchase field force protective equipment for Charleston Police Department Patrol officers.

Resolution No. 760-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 760-23 - Authorizing the Mayor or City Manager to submit an application to the WV Division of Homeland Security in the amount of \$24,500 and administer any funds awarded. These funds will be utilized to purchase a hot water dive system and wetsuits for Charleston Police's Dive Team.

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 in the amount of \$24,500 and administer any funds awarded. These funds will be utilized to purchase a hot water dive system and wetsuits for Charleston Police's Dive Team.

Resolution No. 761-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 761-23 - Authorizing the Mayor or City Manager to purchase two 2023 Chevrolet Tahoe PPV for the Fire Department from Klick-Lewis, Inc., for a unit cost of \$46,456.00 each and the total amount of \$92,912.00. This is a direct purchase authorized under section 2-486 of the Municipal Code due to supply chain issues in the automotive market and the absence of a state contract for these vehicles. These will replace units 408 and 450 as part of the fleet rotation schedule.

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 Klick-Lewis, Inc. in the amount of \$92,912 for the purchase of two 2023 Chevrolet Tahoe PPV for the Fire Department.

2023 TAHOE 4WD POLICE VEHICLE                      GENERAL MOTORS LLC  
GBA BLACK                                              /V8G  
H1T JET BLACK                                              RENAISSANCE CENTER  
ORDER NO. BQNJMR/FNR                      STOCK NO.                      DETROIT                      MI 48243-1114  
VIN 1GN SKLE D8 PR185587                      VEHICLE INVOICE 10D41726182  
\*\*\*\*\*7875\*\*\*\*\*S

| MODEL & FACTORY OPTIONS            | MSRP     |
|------------------------------------|----------|
| CK10706 TAHOE 4WD POLICE VEHICLE   | 49250.00 |
| AMF REMOTE KEYLESS ENTRY FLT PKG   | 75.00    |
| BCV AUTO DOOR LOCK DISABLE         | 50.00    |
| L84 ENGINE, 5.3L ECOTEC3 V8        | N/C      |
| MHU TRANSMISSION, 10-SPEED AUTO    | N/C      |
| NE1 50-STATE EMISSIONS             | N/C      |
| VQ2 FLT-FLEET ORDERINGASSISTANCE   | 0.00     |
| 6C7 RED & WHITE FRONT AUXILIARY    | 170.00   |
| DOVE LAMP                          |          |
| 6J3 WIRING, GRILLE LAMPS/SPEAKERS  | 92.00    |
| 6J4 WIRING, HORN/SIRENS CIRCUIT    | 55.00    |
| 6N5 REAR WINDOW SWITCH INOPERATIVE | 57.00    |
| 6N6 REAR DOOR LOCK INOPERATIVE     | 62.00    |

|                       |          |
|-----------------------|----------|
| TOTAL MODEL & OPTIONS | 49811.00 |
| DESTINATION CHARGE    | 1795.00  |

TOTAL                                              51606.00

\*\*\*\*\*  
INVOICE DOES NOT REFLECT DEALER'S ULTIMATE COST BECAUSE OF MANUFACTURER  
REBATES, ALLOWANCES, INCENTIVES, HOLDBACK, FINANCE CREDIT AND RETURN TO  
DEALER OF ADVERTISING MONIES, ALL OF WHICH MAY APPLY TO VEHICLE.  
\*\*\*\*\*

KLICK-LEWIS, INC.

REC'D OCT 28 2022

*pushed to accounting*

Resolution No. 762-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 762-23 - Authorizing the Mayor or City Manager to enter into contract with  
2 Premier Power and Pyrotechnics in the total amount of \$35,000 for fireworks displays for the  
3 City's 2023 Live on the Levee Concert Series and the 2023 4th of July Celebration.

4  
5 Be it Resolved by the Council of the City of Charleston, West Virginia:

6  
7 That the Mayor or City Manager is authorized to enter into a contract with Premier Power and  
8 Pyrotechnics in the amount of \$35,000 for fireworks displays for the City's 2023 Live on the  
9 Levee Concert Series and the 2023 4th of July Celebration.



**\*29 L Fork Barker Ridge Rd., Ona, WV 25545 \***

**(304)-208-5508 \* [pyrogunner@yahoo.com](mailto:pyrogunner@yahoo.com)**

**[www.premiumpowderandpyro.com](http://www.premiumpowderandpyro.com)**

January 12, 2023

City of Charleston WV  
c/o Jamie Bowles  
501 Virginia Street East  
Charleston, WV 25301

In Response to your solicitation for EOIs for the city's fireworks displays,

Thank you for the opportunity to provide proposals for your fireworks displays. Although I have been involved in the production of such displays since 2004, I'm not accustomed to producing such formal proposals and honestly, paperwork is not my strong suite. I will give it my best effort though and I hope that I'm able to meet your requirements.

As stated above, I've been involved with professional fireworks displays since I turned 18 in 2004 when I started assisting in local shows with Custom Pyrotechnics, which is no longer in business. In April of 2007 at the age of 21 and with several displays done as an assistant, I took a display operator's course at the Buffalo Fire Department. A deputy West Virginia State Fire Marshal was present at the class and administered the test for the West Virginia display operator's license. I easily passed the test and received my license. Shortly after, I began looking into ATF licensing and building a magazine for storing fireworks. In early 2008 I completed my first magazine, applied for and received my ATF license and WV business license and began my business. My first client was Kanawha County Fair, which is no longer running. Since then, I've performed displays for a variety of clients and events around West Virginia to include the Cabell County Fair, City of Milton, Kanawha Valley Motorsports Park, Chris Kline, Cabell Midland High



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School, Rivers Edge Campground, Canaan Valley Resort, and the Charleston Dirty Birds for Casabella Pyrotechnics. Most of these shows have been similar to yours in being made up of primarily display shells ranging in size from 2.5"-10" with a few multi-shot cakes for lower level effects. The displays for the Dirty Birds have been made up entirely of multi-shot cakes rather than shells because of the limitations placed on me by the close proximity of the crowds to the discharge point.

My assistants all hold the required pyrotechnician in training card from the state fire marshal's office. At this time its difficult to know exactly which ones will be available to assist with these displays. They all have regular full-time jobs and with 5-9 months between now and the listed displays, it's impossible to be certain of each individual's availability. I am certain that I will have adequate competent staffing to safely and effectively execute the displays.

My proposals for each level of display you requested based on the time of the display are attached in order of time from shortest to longest. Each time level will occupy its own page and include, as requested, a break down of costs and descriptions of the sizes and types of shells to be used. The shell effects descriptions may not be all inclusive but will be representative of those typically used in my displays and expected to be available at time of product purchase. My certificate of insurance and reference letters are also included as instructed. Thank you again for your kind consideration. I look forward to working with you.

Sincerely,

Jason Clagg  
Premium Powder & Pyrotechnics



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### **Display proposal #1 7 Minutes**

Will consist of a total of 400 display shells ranging from 3" to 5" in diameter. 3" shells will be 60 salutes and 60 color shells. The 168 4" shells and 112 5" shells will be all color. Color shells will include but not be limited to the following effects:

Assorted Colored Peonies, Dahlias, Chrysanthemums, Crossettes, Go-Getters,  
Willows, Strobes, & Palm Trees  
Brocade Crowns  
Nishiki Kamuros  
Stained Glass  
Crackling  
Smiley Face Patterns  
Heart Shape Patterns  
Ring Patterns

Show will open with a flight of several 4" and 5" shells fired simultaneously, then immediately give way to 4" and 5" shells being fired at a steady pace of 1-5 shells at a time with no dead space. At least one shell will either be lifting or bursting at all times. At Approximately 5 minutes into the show the pace will be increased noticeably to give a short false finale, followed by a decrease in pace back to 1-5 shells at a time. The finale will commence when all the 4" and 5" shells allocated to the main body of the display are expended. It will consist of approximately 40 seconds of all 3 sizes of shells being rapidly fired together and will include chains of 3" salute shells along with 3", 4", and 5" color shells.

### **Cost Breakdown**

|                          |                    |
|--------------------------|--------------------|
| Product (display shells) | \$4000.00          |
| Supplies                 | \$ 500.00          |
| Insurance                | \$1,000.00         |
| Services                 | \$4,200.00         |
| Incidentals              | \$ 210.00          |
| Permit                   | \$ 90.00           |
| <b>Total</b>             | <b>\$10,000.00</b> |



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### **Display proposal #2 10 Minutes**

Will consist of a total of 472 display shells ranging from 3" to 5" in diameter. 3" shells will be 60 salutes and 60 color shells. The 204 4" shells and 148 5" shells will be all color. Color shells will include but not be limited to the following effects:

Assorted Colored Peonies, Dahlias, Chrysanthemums, Crossettes, Go-Getters,  
Willows, Strobes, & Palm Trees  
Brocade Crowns  
Nishiki Kamuros  
Stained Glass  
Crackling  
Smiley Face Patterns  
Heart Shape Patterns  
Ring Patterns

Show will open with a flight of several 4" and 5" shells fired simultaneously, then immediately give way to 4" and 5" shells being fired at a steady pace of 1-5 shells at a time with no dead space. At least one shell will either be lifting or bursting at all times. At Approximately 7 minutes into the show the pace will be increased noticeably to give a short false finale, followed by a decrease in pace back to 1-5 shells at a time. The finale will commence when all the 4" and 5" shells allocated to the main body of the display are expended. It will consist of approximately 40 seconds of all 3 sizes of shells being rapidly fired together and will include chains of 3" salute shells along with 3", 4", and 5" color shells.

### **Cost Breakdown**

|                          |                    |
|--------------------------|--------------------|
| Product (display shells) | \$5000.00          |
| Supplies                 | \$ 500.00          |
| Insurance                | \$1,000.00         |
| Services                 | \$6,100.00         |
| Incidentals              | \$ 310.00          |
| Permit                   | \$ 90.00           |
| <b>Total</b>             | <b>\$13,000.00</b> |



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### **Display proposal #3 15 Minutes**

Will consist of a total of 836 display shells ranging from 3" to 5" in diameter. 3" shells will be 120 salutes and 192 color shells. The 300 4" shells and 224 5" shells will be all color. Color shells will include but not be limited to the following effects:

Assorted Colored Peonies, Dahlias, Chrysanthemums, Crossettes, Go-Getters,  
Willows, Strobes, & Palm Trees  
Brocade Crowns  
Nishiki Kamuros  
Stained Glass  
Crackling  
Smiley Face Patterns  
Heart Shape Patterns  
Ring Patterns

Show will open with a flight of several 3", 4", and 5" shells fired simultaneously, then immediately give way to 3", 4", and 5" shells being fired at a steady pace of 1-5 shells at a time with no dead space. At least one shell will either be lifting or bursting at all times. At Approximately 12 minutes into the show the pace will be increased noticeably to give a short false finale, followed by a decrease in pace back to 1-5 shells at a time. The finale will commence when all the 3" 4" and 5" shells allocated to the main body of the display are expended. It will consist of approximately 1 minute 20 seconds of all 3 sizes of shells being rapidly fired together and will include chains of 3" salute shells along with 3", 4", and 5" color shells.

### **Cost Breakdown**

|                          |                    |
|--------------------------|--------------------|
| Product (display shells) | \$8000.00          |
| Supplies                 | \$ 500.00          |
| Insurance                | \$1,000.00         |
| Services                 | \$12,100.00        |
| Incidentals              | \$ 310.00          |
| Permit                   | \$ 90.00           |
| <b>Total</b>             | <b>\$22,000.00</b> |



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### **Display proposal #4 22 Minutes**

Will consist of a total of display 1278 shells ranging from 3" to 5" in diameter. 3" shells will be 120 salutes and 324 color shells. 4" shells will be 30 salutes and 402 color and 352 5" shells will be all color. Color shells will include but not be limited to the following effects:

Assorted Colored Peonies, Dahlias, Chrysanthemums, Crossettes, Go-Getters,  
Willows, Strobes, & Palm Trees  
Brocade Crowns  
Nishiki Kamuros  
Stained Glass  
Crackling  
Smiley Face Patterns  
Heart Shape Patterns  
Ring Patterns

Show will open with a flight of several 3", 4", and 5" shells fired simultaneously, then immediately give way to 3", 4", and 5" shells being fired at a steady pace of 1-5 shells at a time with no dead space. At least one shell will either be lifting or bursting at all times. At Approximately 15 minutes into the show the pace will be increased noticeably to give a short false finale, followed by a decrease in pace back to 1-5 shells at a time. The finale will commence when all the 3" 4" and 5" shells allocated to the main body of the display are expended. It will consist of approximately 2 minutes of all 3 sizes of shells being rapidly fired together and will include chains of 3" and 4" salute shells along with 3", 4", and 5" color shells.

### **Cost Breakdown**

|                          |                    |
|--------------------------|--------------------|
| Product (display shells) | \$12,000.00        |
| Supplies                 | \$ 750.00          |
| Insurance                | \$1,000.00         |
| Services                 | \$18,150.00        |
| Incidentals              | \$ 510.00          |
| Permit                   | \$ 90.00           |
| <b>Total</b>             | <b>\$32,500.00</b> |



RIVERS EDGE  
CAMPGROUND

P.O. Box 966 Barboursville, WV 25504  
Riversedgencamp2015@gmail.com  
304-544-2919

1/9/23

To Whom It May Concern:

We have been using Premium Powder and Pyrotechnics for the past three years at our campground in Ashton, WV.. They have been very professional, cleaned up as promised, and delivered a spectacular show every year. Their show is night and day compared to previous companies we used.

Highly recommended. You can call the number above with any questions.

Thank you,

*Ben Hardman*

Ben Hardman  
Owner  
Hardman Brothers Properties, LLC.



To whomever it may concern:

This is the third year that we have used Premium Powder & Pyrotechnics here at Canaan Valley Resort State Park for our New Years Eve Fireworks. Jason and his crew does a very professional and entertaining job displaying our fireworks. The crew is great to work with and we have been very satisfied with their product and performance.

I would recommend Premium Powder and Pyrotechnics for any event that you are thinking of having.

Sincerely, Dave

David N. Vance  
Recreation Manager  
Canaan Valley Resort  
230 Main Lodge Rd  
Davis, WV 26260  
Direct Phone : 304-866-2215  
Cell: 304-940-6845  
vanced@canaanresort.com  
www.canaanresort.com

Resolution No. 763-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 763-23 - Authorizing the Mayor or City Manager to purchase a Kubota backhoe for the Parks and Recreation Department from State Equipment, Inc., for the total amount of \$58,972.75 pursuant to a competitively sourced multi-state contract. This will replace units 319 and 323 as part of the fleet rotation schedule.

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 State Equipment, Inc. in the amount of \$58,972.75 for the purchase of a Kubota backhoe for the Parks and Recreation Department pursuant to a competitively sourced multi state contract.



INSTRUCTIONS: This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing **\$2,500 or more**. A minimum of **3** quotes is required for this form.

CITY OF CHARLESTON

## Purchase Request

Date: 1-24-23

To: CITY MANAGER,

2022-2023 Budget Cycle  
This is going to replace  
Park and Rec 323 and 319

I request permission to purchase the following materials and/or supplies: Sourcwell

Contract Kubota L47TLB-LB Backhoe

Purchase justification: This will be replacing 323 and 319.

If approved, the total purchase price will be: \$58,972.75

(Check One)

☐ The price is less than the \$25,000 permitted for purchases without advertising for bids and needing approval from City Council. I have not purposefully split the purchase request to keep the purchase under the \$25,000 threshold and have not favored a particular vendor. I have not shared competitive information with any vendor(s).

☒ The proposed vendor is a sole source provider for the materials/supplies requested. (Skip to **ITEM A** on page 2.)

↑  
Sourcwell  
Contract

I have contacted the following responsible vendors and have attached their written quotes for the requested item(s): (Minimum of 3 Quotes Required)

- |    |       |                       |
|----|-------|-----------------------|
| 1. | _____ | Price Quote: \$ _____ |
| 2. | _____ | Price Quote: \$ _____ |
| 3. | _____ | Price Quote: \$ _____ |
| 4. | _____ | Price Quote: \$ _____ |
| 5. | _____ | Price Quote: \$ _____ |

The apparent low-bid vendor *meeting specifications* is: State Equipment

AND



The low-bid vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records, and I recommend authorizing the purchase through the low-bid vendor.

OR



I recommend not contracting with the lowest bidder meeting specifications and instead recommend contracting with \_\_\_\_\_ because:

\_\_\_\_\_

Additionally, the recommended vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records.

**ITEM A** (For Sole Source Procurements ONLY)

Explain what is unique about this vendor/brand and why your department must purchase this product:

Sourcewell contract

\_\_\_\_\_

Identify at least 1 independent third party who has verified the vendor is a sole source for the item(s) requested to be purchased, and submit his/her written opinion regarding the vendor's sole source status:

(Name & Phone Number) \_\_\_\_\_

**REQUESTOR'S DECLARATION**

I declare that I have fully complied with the letter and intent of the City Code as it pertains to procurement and have exercised reasonable precaution to procure the item(s) requested above at the lowest price, consistent with good service and quality.

I also declare that I have no personal or business relationship with the listed vendor(s) that would be considered a conflict of interest, except as follows:

(List Actual, Potential, or Perceived Conflicts of Interest) \_\_\_\_\_

\_\_\_\_\_

Request Submitted By: Ken Orly Department: Equipment Maintenance

Is this purchase being paid with grant funds? ☐ Yes ☒ No

\*\*\*\*\*

Funds Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Financial Officer

Account Number: \_\_\_\_\_

City Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

-- Standard Features --

-- Custom Options --



Loader / Landscaper Series L47TLB-LB

\*\*\* 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

#### 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 I 3-Point Hitch (Linkage Opt.)  
 24" Behind 2756 lbs.  
 @ Lift Points 3860 lbs.  
 Position Control

#### FRONT AXLE

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

#### 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 @ 2590 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

#### 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

#### 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

#### 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

L47TLB-LB Base Price: \$60,610.00

|                                                                                                                                         |            |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------|
| (1) HYDRAULIC THUMB KIT (FOR Q.A. COUPLER<br>CE EXCAVATOR STYLE)<br>K7545A-HYDRAULIC THUMB KIT (FOR Q.A. COUPLER CE<br>EXCAVATOR STYLE) | \$3,839.00 |
| (1) 18" QUICK ATTACH TRENCHING BUCKET<br>K7874A-18" QUICK ATTACH TRENCHING BUCKET                                                       | \$1,600.00 |
| (1) BOLT ON CUTTING EDGE FOR 72" BUCKET<br>TL1748A-BOLT ON CUTTING EDGE FOR 72" BUCKET                                                  | \$286.00   |
| (1) FRONT OR REAR WORK LIGHTS KIT<br>L8045-FRONT OR REAR WORK LIGHTS KIT                                                                | \$193.00   |
| (1) Q.A. COUPLER / BT1400(V) /BT1000B(V)<br>K7543A-Q.A. COUPLER / BT1400(V) /BT1000B(V)                                                 | \$1,571.00 |
| (2) RUBBER SHOE<br>L9467-RUBBER SHOE                                                                                                    | \$314.00   |
| (1) 72" QC HEAVY DUTY ROUND BACK BUCKET<br>TL1765A-72" QC HEAVY DUTY ROUND BACK BUCKET                                                  | \$1,348.00 |
| (1) FRONT LOADER W/3RD FUNCTION VALVE<br>TL1300V-FRONT LOADER W/3RD FUNCTION VALVE                                                      | inc.       |
| (1) BACKHOE W/AUX HYD VALVE<br>BT1000BV-BACKHOE W/AUX HYD VALVE                                                                         | inc.       |

Configured Price: **\$69,761.00**

Sourcewell Discount: **(\$15,347.42)**

SUBTOTAL: **\$54,413.58**

2Yr L47TLB-LB Extended Warranty (No Limit) **\$1,650.00**

2Yr BACKHOE W/AUX HYD VALVE Extended  
Warranty **\$650.00**

Factory Assembly: **\$530.00**

Dealer Assembly: **\$366.67**

Freight Cost: **\$962.50**

PD1: **\$400.00**

Total Unit Price: **\$58,972.75**

Quantity Ordered: **1**

Final Sales Price: **\$58,972.75**

**Purchase Order Must Reflect  
the Final Sales Price**

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



Resolution No. 764-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 764-23 - Authorizing the Mayor or City Manager to purchase two 2023 Ford F-250 pickup trucks for the Refuse Department from National Auto Fleet Group, for a unit cost of \$49,661.80 each and the total amount of \$99,232.60 pursuant to a competitively sourced multi-state contract. These will replace units 134 and 135 as part of the fleet rotation schedule.

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 National Auto Fleet Group in the amount of \$99,232.60 for the purchase of two 2023 Ford F-250 pickup trucks for the Refuse Department pursuant to a competitively sourced multi state contract. Resolution No. 725-22, adopted October 3, 2022, is rescinded.



**INSTRUCTIONS:** This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing **\$2,500 or more**. A minimum of 3 quotes is required for this form.

CITY OF CHARLESTON

## Purchase Request

Date: 1-24-23

2022-2023 Budget Cycle  
Replace Rebus trucks 134, 135

To: CITY MANAGER,

I request permission to purchase the following materials and/or supplies: Sourcwell

Contract 2 2023 Ford Super Duty F-250 SRW 4WD  
Supercab

Purchase justification: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If approved, the total purchase price will be: \$99,323.60

(Check One)

☐ The price is less than the \$25,000 permitted for purchases without advertising for bids and needing approval from City Council. I have not purposefully split the purchase request to keep the purchase under the \$25,000 threshold and have not favored a particular vendor. I have not shared competitive information with any vendor(s).

☒ The proposed vendor is a sole source provider for the materials/supplies requested. (Skip to **ITEM A** on page 2.)

Sourcwell  
Contract

I have contacted the following responsible vendors and have attached their written quotes for the requested item(s): (Minimum of 3 Quotes Required)

- |    |       |                       |
|----|-------|-----------------------|
| 1. | _____ | Price Quote: \$ _____ |
| 2. | _____ | Price Quote: \$ _____ |
| 3. | _____ | Price Quote: \$ _____ |
| 4. | _____ | Price Quote: \$ _____ |
| 5. | _____ | Price Quote: \$ _____ |

The apparent low-bid vendor *meeting specifications* is: National Auto Fleet Group

AND

☒ The low-bid vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records, and I recommend authorizing the purchase through the low-bid vendor.

OR

☐ I recommend not contracting with the lowest bidder meeting specifications and instead recommend contracting with \_\_\_\_\_ because:

\_\_\_\_\_

Additionally, the recommended vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records.

**ITEM A** (For Sole Source Procurements ONLY)

Explain what is unique about this vendor/brand and why your department must purchase this product:

Sourcewell Contract

Identify at least 1 independent third party who has verified the vendor is a sole source for the item(s) requested to be purchased, and submit his/her written opinion regarding the vendor's sole source status:

(Name & Phone Number) \_\_\_\_\_

**REQUESTOR'S DECLARATION**

I declare that I have fully complied with the letter and intent of the City Code as it pertains to procurement and have exercised reasonable precaution to procure the item(s) requested above at the lowest price, consistent with good service and quality.

I also declare that I have no personal or business relationship with the listed vendor(s) that would be considered a conflict of interest, except as follows:

(List Actual, Potential, or Perceived Conflicts of Interest) \_\_\_\_\_  
\_\_\_\_\_

Request Submitted By: Ren Only Department: Equipment Maintenance

Is this purchase being paid with grant funds? ☐ Yes ☒ No

\*\*\*\*\*

Funds Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Financial Officer

Account Number: \_\_\_\_\_

City Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_



# National Auto Fleet Group

A Division of Chevrolet of Watsonville  
490 Auto Center Drive, Watsonville, CA 95076  
(855) 289-6572 • (831) 480-8497 Fax  
Fleet@NationalAutoFleetGroup.com

1/10/2023

Quote ID: 33901

Order Cut Off Date: TBA

Kevin Oxley  
City of Charleston WV  
Equipment Maintenance

PO Box 2749

Charleston, West Virginia, 25330

Dear Kevin Oxley,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

**Two (2) New/Unused (2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 6.75' Box 148" WB, )** and delivered to your specified location, each for

PO# 000276459

|                | One Unit (MSRP) | One Unit    | Total % Savings | Extended Unit's (2) | Total Savings |
|----------------|-----------------|-------------|-----------------|---------------------|---------------|
| Contract Price | \$50,890.00     | \$49,661.80 | 2.413 %         | \$99,323.60         | \$2,456.40    |
| Tax (0.0000 %) |                 | \$0.00      |                 | \$0.00              |               |
| Tire fee       |                 | \$0.00      |                 | \$0.00              |               |
| Total          |                 | \$49,661.80 |                 | \$99,323.60         |               |

- per the attached specifications. Price includes 2 additional key(s).

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF**. Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper  
Account Manager  
Email: Fleet@NationalAutoFleetGroup.com  
Office: (855) 289-6572  
Fax: (831) 480-8497



GMC

The Delivery address is  
1100B Pennsylvania Avenue  
Charleston, WV, 25302

## Vehicle Configuration Options

|                       |                                                                                                                                 |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>ENGINE</b>         |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| 99A                   | Engine: 6.8L 2V DEVCT NA PFI V8 Gas, (STD)                                                                                      |
| <b>TRANSMISSION</b>   |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| 44F                   | Transmission: TorqShift-G 10-Speed Automatic, (STD)                                                                             |
| <b>WHEELS</b>         |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| 64A                   | Wheels: 17" Argent Painted Steel, (STD)                                                                                         |
| <b>TIRES</b>          |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| TD8                   | Tires: LT245/75Rx17E BSW A/S, (STD)                                                                                             |
| <b>PRIMARY PAINT</b>  |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| Z1                    | Oxford White                                                                                                                    |
| <b>SEAT TYPE</b>      |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| AS                    | Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat, -Inc: center armrest, cupholder, storage and driver's side manual lumbar |
| <b>AXLE RATIO</b>     |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| X37                   | 3.73 Axle Ratio, (STD)                                                                                                          |
| <b>OPTION PACKAGE</b> |                                                                                                                                 |
| <b>Code</b>           | <b>Description</b>                                                                                                              |
| 600A                  | Order Code 600A                                                                                                                 |

# 2023 Fleet/Non-Retail Ford Super Duty F-250 SRW XL 4WD SuperCab 6.75' Box 148" WB

## WINDOW STICKER

| 2023 Ford Super Duty F-250 SRW XL 4WD SuperCab 6.75' Box 148" WB |                                                                                                                                 |                    |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--------------------|
| CODE                                                             | MODEL                                                                                                                           | MSRP               |
| X2B                                                              | 2023 Ford Super Duty F-250 SRW XL 4WD SuperCab 6.75' Box 148" WB                                                                | \$49,095.00        |
| <b>OPTIONS</b>                                                   |                                                                                                                                 |                    |
| 99A                                                              | Engine: 6.8L 2V DEVCT NA PFI V8 Gas, (STD)                                                                                      | \$0.00             |
| 44F                                                              | Transmission: TorqShift-G 10-Speed Automatic, (STD)                                                                             | \$0.00             |
| 64A                                                              | Wheels: 17" Argent Painted Steel, (STD)                                                                                         | \$0.00             |
| TD8                                                              | Tires: LT245/75Rx17E BSW A/S, (STD)                                                                                             | \$0.00             |
| Z1                                                               | Oxford White                                                                                                                    | \$0.00             |
| AS                                                               | Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat, -inc: center armrest, cupholder, storage and driver's side manual lumbar | \$0.00             |
| X37                                                              | 3.73 Axle Ratio, (STD)                                                                                                          | \$0.00             |
| 600A                                                             | Order Code 600A                                                                                                                 | \$0.00             |
| Please note selected options override standard equipment         |                                                                                                                                 |                    |
| <b>SUBTOTAL</b>                                                  |                                                                                                                                 | <b>\$49,095.00</b> |
| Advert/ Adjustments                                              |                                                                                                                                 | \$0.00             |
| Manufacturer Destination Charge                                  |                                                                                                                                 | \$1,795.00         |
| <b>TOTAL PRICE</b>                                               |                                                                                                                                 | <b>\$50,890.00</b> |
| Est City: N/A MPG                                                |                                                                                                                                 |                    |
| Est Highway: N/A MPG                                             |                                                                                                                                 |                    |
| Est Highway Cruising Range: N/A mi                               |                                                                                                                                 |                    |

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

### Notes

|  |
|--|
|  |
|  |
|  |
|  |

## Standard Equipment

### MECHANICAL

|                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Engine: 6.8L 2V DEVCT NA PFI V8 Gas (STD)                                                                                                           |
| Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD) |
| 3.73 Axle Ratio (STD)                                                                                                                               |

### EXTERIOR

|                                                                                  |
|----------------------------------------------------------------------------------|
| Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD) |
| Tires: LT245/75R17E BSW A/S -inc: Spare may not be the same as road tire (STD)   |

### ADDITIONAL EQUIPMENT

|                                                                                                    |
|----------------------------------------------------------------------------------------------------|
| 50-State Emissions System                                                                          |
| Transmission w/Oil Cooler                                                                          |
| Electronic Transfer Case                                                                           |
| Part-Time Four-Wheel Drive                                                                         |
| 78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection                                    |
| 160 Amp Alternator                                                                                 |
| Class V Towing Equipment -inc: Hitch, Brake Controller and Trailer Sway Control                    |
| Trailer Wiring Harness                                                                             |
| 3550# Maximum Payload                                                                              |
| GVWR: 10,000 lb Payload Package                                                                    |
| HD Shock Absorbers                                                                                 |
| Front Anti-Roll Bar                                                                                |
| Firm Suspension                                                                                    |
| Hydraulic Power-Assist Steering                                                                    |
| 34 Gal. Fuel Tank                                                                                  |
| Single Stainless Steel Exhaust                                                                     |
| Auto Locking Hubs                                                                                  |
| Front Suspension w/Coil Springs                                                                    |
| Solid Axle Rear Suspension w/Leaf Springs                                                          |
| 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control |
| Regular Box Style                                                                                  |
| Steel Spare Wheel                                                                                  |
| Spare Tire Stored Underbody w/Crankdown                                                            |
| Clearcoat Paint                                                                                    |
| Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks                                 |
| Black Rear Step Bumper                                                                             |
| Black Side Windows Trim and Black Front Windshield Trim                                            |
| Black Door Handles                                                                                 |
| Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator         |
| Manual Extendable Trailer Style Mirrors                                                            |
| Fixed Rear Window                                                                                  |
| Light Tinted Glass                                                                                 |
| Variable Intermittent Wipers                                                                       |
| Aluminum Panels                                                                                    |
| Black Grille                                                                                       |
| Tailgate Rear Cargo Access                                                                         |
| Reverse Opening Rear Doors                                                                         |

|                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tailgate/Rear Door Lock Included w/Power Door Locks                                                                                                                                                                   |
| Boxside Steps                                                                                                                                                                                                         |
| Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off                                                                                                           |
| Cargo Lamp w/High Mount Stop Light                                                                                                                                                                                    |
| Perimeter/Approach Lights                                                                                                                                                                                             |
| Radio w/Seek-Scan, Clock and Speed Compensated Volume Control                                                                                                                                                         |
| Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers                                                                                                                                                                     |
| Fixed Antenna                                                                                                                                                                                                         |
| SYNC 4 -inc: 8" LCD capacitive touchscreen w/swipe capability, wireless phone connection, cloud connected, AppLink w/app catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owner's manual |
| 2 LCD Monitors In The Front                                                                                                                                                                                           |
| 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement                                                                                                                                                          |
| 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement                                                                                                                                                       |
| 60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat                                                                                                                                                      |
| Manual Tilt/Telescoping Steering Column                                                                                                                                                                               |
| Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer                                                        |
| Power Rear Windows                                                                                                                                                                                                    |
| FordPass Connect 5G Mobile Hotspot Internet Access                                                                                                                                                                    |
| Rear Cupholder                                                                                                                                                                                                        |
| Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button                                                                                                                                 |
| Cruise Control w/Steering Wheel Controls                                                                                                                                                                              |
| Manual Air Conditioning                                                                                                                                                                                               |
| HVAC -inc: Underseat Ducts                                                                                                                                                                                            |
| Illuminated Locking Glove Box                                                                                                                                                                                         |
| Interior Trim -inc: Chrome Interior Accents                                                                                                                                                                           |
| Full Cloth Headliner                                                                                                                                                                                                  |
| Urethane Gear Shifter Material                                                                                                                                                                                        |
| HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar                                                                                                           |
| Day-Night Rearview Mirror                                                                                                                                                                                             |
| Passenger Visor Vanity Mirror                                                                                                                                                                                         |
| Full Overhead Console w/Storage and 2 12V DC Power Outlets                                                                                                                                                            |
| Front Map Lights                                                                                                                                                                                                      |
| Fade-To-Off Interior Lighting                                                                                                                                                                                         |
| Full Vinyl/Rubber Floor Covering                                                                                                                                                                                      |
| Pickup Cargo Box Lights                                                                                                                                                                                               |
| Smart Device Remote Engine Start                                                                                                                                                                                      |
| Instrument Panel Covered Bin and Dashboard Storage                                                                                                                                                                    |
| Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down                                                                                                                                                          |
| Delayed Accessory Power                                                                                                                                                                                               |
| Power Door Locks                                                                                                                                                                                                      |
| Systems Monitor                                                                                                                                                                                                       |
| Trip Computer                                                                                                                                                                                                         |
| Outside Temp Gauge                                                                                                                                                                                                    |
| Digital/Analog Appearance                                                                                                                                                                                             |
| Seats w/Vinyl Back Material                                                                                                                                                                                           |
| Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints                                                                                                                                    |
| Securilock Anti-Theft Ignition (pats) Immobilizer                                                                                                                                                                     |
| 2 12V DC Power Outlets                                                                                                                                                                                                |
| Air Filtration                                                                                                                                                                                                        |
| AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)                                                                                                              |

|                                                                                             |
|---------------------------------------------------------------------------------------------|
| ABS And Driveline Traction Control                                                          |
| Side Impact Beams                                                                           |
| Dual Stage Driver And Passenger Seat-Mounted Side Airbags                                   |
| Tire Specific Low Tire Pressure Warning                                                     |
| Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch                        |
| Safety Canopy System Curtain 1st And 2nd Row Airbags                                        |
| Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point and Height Adjusters |
| Back-Up Camera                                                                              |

Resolution No. 765-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 765-23 - Authorizing the Mayor or City Manager to purchase a Kubota skid steer for the Street Department from State Equipment, Inc., for the total amount of \$75,925.82 pursuant to a competitively sourced multi-state contract. This will replace unit 80 as part of the fleet rotation schedule.

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 State Equipment, Inc. in the amount of \$75,925.82 for the purchase of a Kubota skid steer for the Street Department pursuant to a competitively sourced multi state contract.



**INSTRUCTIONS:** This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing **\$2,500 or more**. A minimum of 3 quotes is required for this form.

CITY OF CHARLESTON

## Purchase Request

Date: 1-24-23

2022-2023 Budget cycle  
Replace Street 750/80

To: CITY MANAGER,

I request permission to purchase the following materials and/or supplies: Sourcwell

Contract Kubota SVL97-2HFC skidsteer.

Purchase justification: I got 2 Sourcwell quote from case and Kubota. Kubota was cheaper.

If approved, the total purchase price will be: \$75,925.82

(Check One)

☐ The price is less than the \$25,000 permitted for purchases without advertising for bids and needing approval from City Council. I have not purposefully split the purchase request to keep the purchase under the \$25,000 threshold and have not favored a particular vendor. I have not shared competitive information with any vendor(s).

☒ The proposed vendor is a sole source provider for the materials/supplies requested. (Skip to **ITEM A** on page 2.)

↑  
Sourcwell  
Contract

I have contacted the following responsible vendors and have attached their written quotes for the requested item(s): (Minimum of 3 Quotes Required)

1. State Equipment  
Kubota SVL97-2HFC Price Quote: \$ 75,925.82
2. \_\_\_\_\_ Price Quote: \$ \_\_\_\_\_
3. State Equipment  
Case TV450B Price Quote: \$ 84,300.00
4. \_\_\_\_\_ Price Quote: \$ \_\_\_\_\_
5. \_\_\_\_\_ Price Quote: \$ \_\_\_\_\_

The apparent low-bid vendor *meeting specifications* is: State Equipment  
Kubota SVL97-2HFC

AND

☒ The low-bid vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records, and I recommend authorizing the purchase through the low-bid vendor.

OR

☐ I recommend not contracting with the lowest bidder meeting specifications and instead recommend contracting with \_\_\_\_\_ because:

\_\_\_\_\_  
\_\_\_\_\_  
Additionally, the recommended vendor is not delinquent on any financial obligations owed to the City of Charleston according to the City Collector's records.

**ITEM A** (For Sole Source Procurements ONLY)

Explain what is unique about this vendor/brand and why your department must purchase this product:

Source well contract,  
\_\_\_\_\_  
\_\_\_\_\_

Identify at least 1 independent third party who has verified the vendor is a sole source for the item(s) requested to be purchased, and submit his/her written opinion regarding the vendor's sole source status:

(Name & Phone Number) \_\_\_\_\_

**REQUESTOR'S DECLARATION**

I declare that I have fully complied with the letter and intent of the City Code as it pertains to procurement and have exercised reasonable precaution to procure the item(s) requested above at the lowest price, consistent with good service and quality.

I also declare that I have no personal or business relationship with the listed vendor(s) that would be considered a conflict of interest, except as follows:

(List Actual, Potential, or Perceived Conflicts of Interest) \_\_\_\_\_

\_\_\_\_\_

Request Submitted By: Adam Coxley Department: Equipment Maintenance

Is this purchase being paid with grant funds? ☐ Yes ☒ No

\*\*\*\*\*

Funds Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Financial Officer

Account Number: \_\_\_\_\_

City Manager Approval: \_\_\_\_\_ Date: \_\_\_\_\_

-- Standard Features --

-- Custom Options --



**Kubota**

S Series

SVL97-2HFC

\*\*\* EQUIPMENT IN STANDARD MACHINE \*\*\*

**FEATURES**

Final Tier 4 Certified Kubota  
 Diesel Engine  
 Electronic Travel Torque  
 Management System  
 Vertical Lift Path Loader Frame  
 Standard Front Quick Coupler,  
 Float Standard  
 Hydraulic Quick Coupler Option  
 Loader Arm Self-Leveling  
 Loader Boom Lock  
 Open ROPS/FOPS  
 Optional enclosed and  
 pressurized cab with A/C  
 High Back, Adjustable, Vinyl,  
 Suspension Seat  
 2" Retractable Seat Belt And 2-  
 Piece Seat Bar  
 23.1 gpm Auxiliary Hydraulics  
 Standard, 40.0 gpm Option  
 Case Drain Line  
 Rigid Mounted Undercarriage, 5  
 Lower Track Rollers  
 High Grip Rubber Tracks, 17.7"  
 Standard  
 Two Speed Travel System  
 Automatic Wet Disk Parking  
 Brake  
 Kubota 4 Hydraulic Pump Load  
 Sensing System  
 2 Variable Displacement  
 Pumps  
**Rearview Camera**  
**KubotaNOW Telematics**  
**Lockable DEF Cap Guard**  
 Hydraulic Joystick Controls  
 ISO Operating Pattern  
 Dial Knob and Foot Throttle  
 Controls  
 Stall Guard Engine Controls  
 Automatic Glow Plugs  
 Key Switch Stop System  
 Self Bleed Fuel System  
 2 Front and 2 Rear Working  
 Lights  
 Hour Meter, Engine Temperatur,  
 DEF, and Fuel Gauges and  
 Warning Lights  
 Lockable DEF Tank Cap  
 Lockable Fuel Cap  
 Radio Ready on Enclosed  
 Cabs

**BASIC UNITS**

SVL97-2S, 17.7" Rubber Tracks,  
 Open ROPS/FOPS Cab  
 Quick Coupler

**OPERATIONAL  
 DIMENSIONS**

Operating Weight\*, SVL97-2s,  
 17.7" Rubber Tracks, Open  
 ROPS/FOPS Cab,  
 Mechanical Quick Coupler 11,299  
 lbs.  
 Rated Operating Capacity (ROC)  
 @ 35%  
 of Tipping Load complies with ISO  
 14397-1  
 and SAE J 818) 3,200 lbs.  
 Rated Operating Capacity (ROC)  
 @ 50%  
 of Tipping Load 4,572 lbs.  
 Tipping Load 9,143 lbs.  
 Auxiliary Hydraulics Flow 24 / 40.0  
 gpm  
 Travel Speed (Low / High) 5.0 / 7.3  
 mph  
 Reach @ Maximum Height 40.7"  
 Height to Hinge Pin 128.6"  
 Ground Pressure 4.5 psi.  
 Traction Force 12,178 lbf.

\* Includes operator's weight, 175  
 lbs.

**ENGINE**

V3800-Tier 4 Kubota Final Tier 4  
 Diesel Engine  
 4 Cylinder, 4 Cycle, Turbo Charged  
 96.0 Gross HP @ 2400 rpm

**DIMENSIONS**

Cab Height 83.4"  
 Width (without attachment) 77.2"  
 Length (without attachment) 123.5"  
 Length of Track on Ground 65.6"

SVL97-2HFC Base Price: \$91,154.00

|                                      |            |
|--------------------------------------|------------|
| (1) SVL REAR VIEW CAMERA KIT         | inc.       |
| S6780-SVL REAR VIEW CAMERA KIT       |            |
| (1) SVL TELEMATICS HARNESS           | inc.       |
| S6702-SVL TELEMATICS HARNESS         |            |
| (1) KubotaNOW TELEMATICS MODEM       | inc.       |
| DCU6700-KubotaNOW TELEMATICS MODEM   |            |
| (1) REAR VIEW MIRROR KIT             | \$24.00    |
| S6641-REAR VIEW MIRROR KIT           |            |
| (1) 80" LPLF BKT W/BOCE/BOSC/SVL90   | \$2,675.00 |
| S6606-80" LPLF BKT W/BOCE/BOSC/SVL90 |            |
| (1) STROBE LIGHT KIT                 | \$239.00   |
| S6676-STROBE LIGHT KIT               |            |
| (1) SVL LED LIGHT KIT                | \$382.00   |
| S6764-SVL LED LIGHT KIT              |            |
| (1) AIR RIDE SEAT SUSPENSION KIT     | \$683.00   |
| S6679-AIR RIDE SEAT SUSPENSION KIT   |            |

**Configured Price:** \$95,157.00

**Sourcewell Discount:** (\$22,837.68)

**SUBTOTAL:** \$72,319.32

1Yr SVL97-2HFC Extended Warranty (3000 hrs.) \$1,600.00

**Dealer Assembly:** \$319.00

**Freight Cost:** \$887.50

**PDI:** \$400.00

radio and installation (non-Kubota) \$400.00

**Total Unit Price:** \$75,925.82

**Quantity Ordered:** 1

**Final Sales Price:** \$75,925.82

**Purchase Order Must Reflect  
 the Final Sales Price**

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

\*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price. All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

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152,230,162

Kubota SV497-2HFC



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



|                |                    |
|----------------|--------------------|
| Quote For:     | Kevin Oxley        |
| Company        | City of Charleston |
| Address        |                    |
|                |                    |
| City/State/Zip |                    |
| Phone#         |                    |
| Fax#           |                    |
| Cell #         |                    |
| E-Mail         |                    |

|              |           |
|--------------|-----------|
| Quote Date:  | 1/6/2023  |
| Valid Date:  | 1/31/2023 |
| Prepared By: | Jcook     |

| Quantity | Description                                                                | Price               |
|----------|----------------------------------------------------------------------------|---------------------|
| 1        | <b>New Case TV450B Compact Track Loader</b>                                | <b>\$127,346.00</b> |
|          | Cab, Heat, Ac, Radio, <b>Rear View Camera</b> , Creep Speed, High Flow Aux |                     |
|          | Hydraulics, Air Ride Seat, Hydraulic Quick Coupler, 84" Bucket             |                     |
|          |                                                                            |                     |
|          | Sourcewell Discount                                                        | (-\$33,109.96)      |
|          | Freight                                                                    | \$1,138.00          |
|          | PDI                                                                        | \$500.00            |
|          | Delivery                                                                   | \$500.00            |
|          |                                                                            |                     |
|          | Sub Total                                                                  | \$96,374.04         |
|          | Special Discount                                                           | (-\$12,074.04)      |
|          |                                                                            |                     |
|          |                                                                            |                     |
|          | Sub Total                                                                  | \$84,300.00         |
|          | Approx Freight                                                             | incl.               |
|          | Sales Tax                                                                  | Exempt              |
|          | Total                                                                      | \$84,300.00         |

Additional Information:

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

If you have any questions concerning this quote please contact:

Jimmy Cook

304-539-8475

[jcook@stateequipment.com](mailto:jcook@stateequipment.com)

Case TV450B



Resolution No. 766-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 766-23 - Authorizing the Mayor or City Manager to purchase six self-contained breathing apparatus for the Fire Department from Atlantic Emergency Solutions, for a discounted unit cost of \$7,882.02 each and the total amount of \$47,292.12 pursuant to a competitively sourced multi-state contract.

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 Atlantic Emergency Solutions in the amount of \$47,292.12 for the purchase of six self-contained breathing apparatus for the Fire Department pursuant to a competitively sourced multi-state contract.



Resolution No. 767-23

Introduced in Council:

Adopted by Council:

February 6, 2023

Introduced by:

Referred to:

Joseph Jenkins

Finance

- 1 Resolution No. 767-23 - Authorizing approval of Amendment No. 5 of the FY 2022-2023 General
- 2 Fund Budget as indicated on the attached list of accounts.
- 3
- 4 Be it Resolved by the Council of the City of Charleston, West Virginia:
- 5
- 6 That Amendment No. 5 of the FY 2022-2023 General Fund Budget as indicated on the attached
- 7 list of accounts is approved.
- 8

General Fund FY 2022-2023 Budget Amendment No. 5 - February 6, 2023

Revenues and Fund Balances

| Account No.                         | Department | Account Description | Current Amount | Increase/ (Decrease) | Amended Amount |
|-------------------------------------|------------|---------------------|----------------|----------------------|----------------|
|                                     |            |                     |                |                      | -              |
| Net Increase/(Decrease) to Revenues |            |                     |                | -                    |                |

Expenditures

| Account No.                             | Department        | Account Description    | Current Amount | Increase/ (Decrease) | Amended Amount |
|-----------------------------------------|-------------------|------------------------|----------------|----------------------|----------------|
| 001 750 00 000 3 359                    | Street Department | Snow Removal Materials | 200,000        | 140,000              | 340,000        |
| 001 699 00 000 5 598                    | Contingency       | Contingency            | 199,554        | (140,000)            | 59,554         |
| Net Increase/(Decrease) to Expenditures |                   |                        |                | -                    |                |

Description:

To allow for the purchase additional salt for snow and ice control on City streets.

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