



CITY OF CHARLESTON

West Virginia



Council Member – 12th WARD

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

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

AGENDA

FINANCE COMMITTEE MEETING

Monday, June 15, 2026
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 6-1-2026

II. BILLS:

- a. Bill No. 8076 - A BILL to amend Code of the City of Charleston, relating to the fees, rates, and charges for use of City owned parks and recreational facilities.

III. RESOLUTIONS:

- a. Resolution No. 26-049 Committee Substitute – Approving Regulations and Schedule of Fees, Rates, and Charges for Use of City Parks and Public Grounds Facilities.
- b. Resolution No. 26-069 - Authorizing the Mayor or City Manager to enter into a contract with Adamson Industries Corp for the upfitting of the 2 new Transport Vans for the Charleston Police Department.
- c. Resolution No. 26-070 - Authorizing the Mayor or City Manager to purchase a new Tracked Remote Mower for the Public Grounds Department from West Virginia Tractor Co.
- d. Resolution No. 26-071 - Authorizing the Mayor or City Manager to purchase a new Altec Bucket Truck for the Public Grounds Department from Altec.
- e. Resolution No. 26-072 - Authorizing the Mayor or City Manager to purchase a replacement Cascade Filling and Compressor System for the Charleston Fire Department from Municipal Emergency Services.
- f. Resolution No. 26-073 - Authorizing the Mayor or City Manager to enter into a contract with McClanahan Construction Company, LLC for the 2026-27 ADA Ramp Installation Project.

- g. Resolution No. 26-074 - Authorizing the Mayor or City Manager to enter into a contract with Martin Marietta Materials, Inc., to purchase various classes and sizes of aggregate stone on an as-needed basis.
- h. Resolution No. 26-075 - Authorizing the Mayor or City Manager to enter into a contract with Morton Salt, Inc. for the purchase of road salt.
- i. Resolution No. 26-076 - Authorizing settlement of a pending claim against the City by Terra Wissler related to an incident where a City driven vehicle collided with the claimant's vehicle .

IV. THE AGENDA WAS AMENDED ON 6-11-2026

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

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., JUNE 1, 2026
AV ROOM #308, CITY HALL

Joseph Jenkins, Chair, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., June 1, 2026.

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 (arrived at 6:31; 1st vote was for 26-061)
Chad Robinson
Shawn Taylor

Absent:

Other Councilmembers present:
Frank Annie
Caitlin Cook
Chelsea Steelhammer
Emmett Pepper

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Burton asked for unanimous consent to dispense with the reading of the minutes for the May 15, 2026 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 26-061 – Authorizing the Mayor or City Manager to execute the Lease Agreement between the City of Charleston and the Supreme Court of Appeals of West Virginia, as contained in the attached exhibit, relating to the lease of parking spaces located on Venable Avenue and California Avenue.

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

That the Mayor or City Manager is hereby authorized to execute the Lease Agreement between the City of Charleston and the Supreme Court of Appeals of West Virginia, as contained in the attached exhibit, relating to the lease of parking spaces located on Venable Avenue and California Avenue.

City Manager Ben Mishoe added that the resolution will renew a lease agreement that the City has had in place for five years for twelve parking spots.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-061 approved.

- b. Resolution No. 26-062 – Authorizing the Mayor or City Manager to enter into a Memorandum of Understanding with the Charleston Sanitary Board for the purchase and implementation of a new billing system under the terms set forth in the attached Exhibit A.

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

That the Mayor or City Manager is hereby authorized to enter into a Memorandum of Understanding with the Charleston Sanitary Board for the purchase and implementation of a new billing system under the terms set forth in the attached Exhibit A.

Mishoe added that it is more efficient for the City to work with the Sanitary Board and their new billing system. The amount will be split per users, etc.

Councilmember spoke in favor of the resolution.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-062 approved.

- c. Resolution No. 26-063 – Authorizing the Mayor or City Manager to enter into a Memorandum of Understanding (MOU) with other participating agencies comprising the Metro Drug Enforcement Network Team (MDENT), consistent with Attachment A hereto, that assists the Charleston area offices of the Drug Enforcement Administration, the Federal Bureau of Investigation and the Bureau of Alcohol, Tobacco, Firearms and Explosives to achieve maximum cooperation in combined law enforcement efforts to address drug and related violent crime offenses in Charleston and surrounding communities. The MOU is in effect for a one-year period starting July 1, 2026, and ending June 30, 2027.

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 Memorandum of Understanding (MOU) with other participating agencies comprising the Metro Drug Enforcement Network Team (MDENT), consistent with Attachment A hereto, that assists the Charleston area offices of the Drug Enforcement Administration, the Federal Bureau of Investigation and the Bureau of Alcohol, Tobacco, Firearms and Explosives to achieve maximum cooperation in combined law enforcement efforts to address drug and related violent crime offenses in Charleston and surrounding communities. The MOU is in effect for a one-year period starting July 1, 2026, and ending June 30, 2027.

Mishoe added that the resolution is for the annual renewal of the operating agreement with MDENT. It also maintains that the City will continue to be the fiscal agent.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-063 approved.

- d. Resolution No. 26-064 – Authorizing approval of Amendment No. 8 of the FY 2025-2026 General Fund Budget as indicated on the attached list of accounts.

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

That Amendment No. 8 of the FY 2025-2026 General Fund Budget as indicated on the attached list of accounts is approved.

Finance Director Andy Wood added that the amendment take \$1.2 million from the Health Care Reserve Fund to the General Fund to supplement the budget for retirees.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-064 approved.

- e. Resolution No. 26-065 – Adopting the proposed Fiscal Year 2026-2027 Parking System budget as indicated within the attached document.

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

That the proposed Fiscal Year 2026-2027 Parking System budget as indicated within the attached document is approved.

Wood added that the Parking System operates at a surplus every year. That surplus is transferred to the Maintenance Fund. Revenue is expected to be stable.

Councilmember Taylor complimented Parking Director Terri Allen.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-065 approved.

- f. Resolution No. 26-066 – Authorizing the Mayor or City Manager to purchase a total of three Ford F-150 Extended Cab 4x4 Trucks – two for the Charleston Public Grounds Department and one for Springhill Cemetery – from Thornhill Ford in the amount of \$42,396.00 per unit, for a total price of \$127,188.00, to replace vehicles 202 for Springhill and 360 & 365 for Public Grounds in the regular fleet rotation schedule, where the price was determined pursuant to a competitively bid Statewide contract.

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

That the Mayor or City Manager is authorized to purchase a total of three Ford F-150 Extended Cab 4x4 Trucks from Thornhill Ford in the amount of \$42,396.00 per unit, for a total price of \$127,188.00, where the price was determined pursuant to a competitively bid Statewide contract.

Mishoe added that the resolution will replace three pickup trucks. The purchases are budgeted for in the General Budget.

Councilmember Taylor added that he is on the Spring Hill Cemetery Board.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-066 approved.

- g. Resolution No. 26-067 – Receiving the Work Plan Summary of the City Center Business Improvement District, approving the proposed budget of the City Center Business Improvement District for the 2026-2027 fiscal year, and maintaining the same levying rate of annual fees for the City Center Business Improvement District on each private for-profit property owner within the District.

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

That the Work Plan Summary of the City Center Business Improvement District is received; that the proposed budget of the City Center Business Improvement District for the 2026-2027 fiscal year, as attached as Exhibit A hereto, is approved; and that, and the rate of annual fees for the City Center Business Improvement District on each private for-profit property owner within the District remains levied at the equation of (total land lot size square footage x .075) + (total building square footage x .03325).

Mishoe added that the assessments have not changed since last year.

Councilmember Ceperley compliments the Business Improvement District.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-067 approved.

- h. Resolution No. 26-068 – Authorizing the Mayor or City Manager to approve and execute multiple Change Orders collectively referred to as Change Order No. 2, relating to the Charleston Fire Department station renovation project in the total amount of \$57,420.81 to address multiple owner-requested changes and other changes due to unforeseen conditions discovered during the course of the project.

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

That the Mayor or City Manager is authorized to approve and execute multiple Change Orders collectively referred to as Change Order No. 2, relating to the Charleston Fire Department station renovation project in the total amount of \$57,420.81 to address multiple owner-requested changes and other changes due to unforeseen conditions discovered during the course of the project. The pricing details related to Change Order No. 2 are indicated in Exhibit A. The new total contract price approved is \$4,308,183.55.

Mishoe added that the change order constitutes only 2.5% of the total contract cost.

Mayor Goodwin added that since it has been a very long time since the fire stations were upgraded, the City wants to do it correctly.

Councilmember Robinson confirmed that there have been discussions about purchasing the surrounding properties for some of the same stations.

Councilmember Burton moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 26-068 approved.

Councilmember Burton motioned to adjourn the meeting.
Meeting adjourned.

Bill No. 8076

Introduced in Council

April 6, 2026

Introduced by:

Joseph Jenkins and

Caitlin Cook

Adopted by Council:

Referred to:

Parks and Recreation and

Finance

1 **Bill No. 8076** - A BILL to amend Chapter 82, Article IV, Section 82-125 of the Code of
2 the City of Charleston, relating to the fees, rates, and charges for use of City owned parks
3 and recreational facilities.
4

5 **Now, therefore, be it Ordained by the Council of the City of Charleston, West**
6 **Virginia:**
7

8 That Chapter 82, Article IV, Section 82-125 of the Code of the City of Charleston, relating
9 to fees, rates, and charges for use of City owned parks and recreational facilities is hereby
10 amended, all to read as follows:
11

12 **ARTICLE IV. PUBLIC USE OF PARKS AND RECREATIONAL FACILITIES**
13

14 **Sec. 82-125. – Schedule of fees.**
15

16 ~~Rental and fees schedule for the use of recreation facilities and equipment [is as follows]:~~
17

18 ~~(1) For use private use, exclusive of the general public, of the North Charleston~~
19 ~~Community Center, 42 Martin Luther King Jr., Community Center, Kanawha~~
20 ~~City Community Center, Roosevelt 43 Neighborhood Center:~~

21 ~~Gymnasium per hour \$ 25.00~~

22 ~~Meeting room, per hour \$20.00~~
23

24 ~~(2) Cato Park Golf Course:~~

25 ~~Daily nine holes \$9.00~~

26 ~~Additional nine holes \$4.00~~

27 ~~Unlimited play \$12.00~~

28 ~~Daily senior citizens unlimited \$6.00~~

29 ~~Schools, practice or matches \$6.00~~

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~~(3) For use exclusive use of tennis courts, The Director of Parks and Recreation, or his designee, is authorized to reserve tennis courts for organized play, and in such cases to impose fees not to exceed the allocable costs of operation and maintenance of the courts as may be determined on a case by case basis. In all other instances, use of the courts shall be made available to the general public on a first come first served basis without the imposition of fees.~~

~~(4) Haddad Riverfront Park:~~

~~Private rental of entire park\$100.00 per hour* (2 hr. minimum to maximum charge of \$800.00 for entire day. Rental time includes set-up and tear-down if renter requires exclusion of general public during this time)~~

~~Damage deposit for private rental\$250.00 (refundable if no damage occurs. However, deposit is forfeited if rental is canceled less than 20 days prior to rental date)~~

~~(5) Magic Island Park:~~

~~Private rental of entire park\$100.00 per hour* (2 hr. minimum to maximum charge of \$800.00 for entire day. Rental time includes set-up and tear-down if renter requires exclusion of general public during this time)~~

~~Damage deposit for private rental\$250.00 (refundable if no damage occurs. However, deposit is forfeited if rental is canceled less than 20 days prior to rental date)~~

~~Reservation of volleyball courts\$10.00 per court.~~

~~*Fee includes normal, daily park maintenance. Should special set-up, clean-up, or other efforts be necessary, the rate will be \$20.00 per hour per employee. These fees will be negotiated as part of the reservation process and will be fully disclosed to renters prior to completing rental agreement.~~

~~Such arrangements pertain to all rental of each park, except for the purposes of commercial concert entertainment. In such cases, rental agreements shall be negotiated by the parks and recreation director, with such contract presented for city council's approval prior to confirmation.~~

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~~(6) Portable Stage: The portable stage measuring 24' x 20' may be rented at a rate of \$500 per day.~~

(a) In addition to the requirements of this Code, the Director of the Parks and Recreation Department is hereby directed to prescribe a schedule of fees, rates, and charges of any kind due to the city for the use of all public grounds under the Department's authority, including but not limited to all athletic fields, parks, recreation facilities, community centers and accompanying equipment. However, such schedule of fees, rates, or charges, including as may be amended from time to time, shall be first approved by the resolution of city council before being put into effect. A true copy of the schedule of fees, rates and charges, as approved by the city council, shall be maintained on file in the Offices of the City Clerk and the Director of the Parks and Recreation Department and shall be available on the City of Charleston's website or made available to the public upon request.

(b) All fees, rates and charges for the use of all public grounds under the Department's authority established or approved by the city council and in effect immediately prior to the effective date of this Code are continued in full force and effect until such time as new fees, rates and charges are determined, prescribed and approved by resolution of city council pursuant to the provisions of this section.

(c) For purposes of this section, events produced or originated by the City of Charleston are specifically exempted from payment of rental fees, damage deposits, or other charges listed in this amendment.

Resolution No. 26-049 Committee Substitute

Introduced in Council:

May 4, 2026

Introduced by:

Joseph Jenkins and Caitlin Cook

Adopted by Council:

Referred to:

Parks and Recreation and
Finance

1 Resolution No. 26-049 Committee Substitute - Approving, pursuant to Municipal Code §§ 82-3
2 and 82-125, Regulations and Schedule of Fees, Rates, and Charges for Use of City Parks and Public
3 Grounds Facilities, as recommended by the Director of the Parks and Recreation Department,
4 and reflected in Exhibit A attached hereto.

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

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8 That, pursuant to Municipal Code §§ 82-3 and 82-125, the Regulations and Schedule of Fees,
9 Rates, and Charges for Use of City Parks and Public Grounds Facilities, as recommended by the
10 Director of the Parks and Recreation Department, and reflected in Exhibit A attached hereto, is
11 approved.

Resolution No.26-069

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-069 - Authorizing the Mayor or City Manager to enter into a contract with
2 Adamson Industries Corp. in the amount of \$79,990.00 for the upfitting of the two new
3 Transport Vans for the Charleston Police Department, where the price was determined
4 pursuant to a competitive bid process.

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

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8 That the Mayor or City Manager is authorized to enter into a contract with Adamson Industries
9 Corp. in the amount of \$79,990.00 for the upfitting of the two new Transport Vans for the
10 Charleston Police Department, where the price was determined pursuant to a competitive bid
11 process.

		Adamson Industries Corp	CadetCo LLC	TechOps Specialty Vehicles, LLC.
Item	Quantity	Unit Price	Unit Price	Unit Price
BID AND PROPOSAL FORM (2 OF 3)				
Vehicle 1 Upfitting – 2026 Chevrolet Express 2500 prisoner transport van, includes rear window removal and paneling	1	\$39,995.00	\$106,448.00	\$76,470.33
Vehicle 2 Upfitting – 2026 Chevrolet Express 2500 prisoner transport van, no rear window removal or paneling required	1	\$39,995.00	\$104,448.00	\$70,838.86
Total		\$79,990.00	\$210,896.00	\$147,309.19
Local Vendor Preference		N/A	N/A	N/A

Resolution No. XXX -26

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. XXX-26 - Authorizing the Mayor or City Manager to enter into a contract with
2 Adamson Industries Corp. in the amount of \$79,990.00 for the upfitting of the two new
3 Transport Vans for the Charleston Police Department, where the price was determined
4 pursuant to a competitive bid process.

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

9

10 That the Mayor or City Manager is authorized to enter into a contract with Adamson Industries
11 Corp. in the amount of \$79,990.00 for the upfitting of the two new Transport Vans for the
12 Charleston Police Department, where the price was determined pursuant to a competitive bid
13 process.

Resolution No. 26-070

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-070 – Authorizing the Mayor or City Manager to purchase a new R-60
2 Tracked Remote Mower with 60-inch deck for the Public Grounds Department from West
3 Virginia Tractor Co. in the amount of \$74,798.00, to replace Public Grounds current remote
4 mower used to cut the river bank, whereas the price was determined pursuant to a
5 competitively sourced contract.

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

9

10 That the Mayor or City Manager is authorized to purchase a new R-60 Tracked Remote Mower
11 with 60-inch deck for the Public Grounds Department from West Virginia Tractor Co. in the
12 amount of \$74,798.00, to replace Public Grounds current remote mower used to cut the river
13 bank, whereas the price was determined pursuant to a competitively sourced contract.



INSTRUCTIONS: This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing \$5,000 or more. A minimum of 3 quotes is required for this form.

CITY OF CHARLESTON

Purchase Request
Replacing Publ. & Ground
Remote MOWER.

Date: 5-29-26

To: CITY MANAGER,

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

R-60 Tracked Remote Mower 60" Deck Vanguard 40hp Engine
with A Aluminum 7.5x10' Deckover Trailer with Ramps

Purchase justification: This is replacing publ. & Grounds Remote
Mower th use to cut River Bank. This is getting
Purchased off the Sewerall contract # 112624

If approved, the total purchase price will be: \$ 74,998.00

(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.)

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

- | | | |
|----|---|---|
| 1. | <u>WV Tractor Co.</u>
<u>RC Mower authorized</u> | Price Quote: \$ <u>74,798.⁰⁰</u> |
| 2. | <u>Dealer</u> | Price Quote: \$ _____ |
| 3. | _____ | Price Quote: \$ _____ |
| 4. | _____ | Price Quote: \$ _____ |
| 5. | _____ | Price Quote: \$ _____ |

The apparent low-bid vendor *meeting specifications* is: WV Tractor Co.

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 WV Tractor Co because:

They are RC Mower authorized Dealer getting purchased off
the sourcewell Contract # 112624-EMB.

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:

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: Her O'Neil 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: _____



January 1, 2026

To Whom It May Concern,

This letter serves to confirm that West Virginia Tractor Co is an authorized dealer of RC Mowers' Remote-Operated Robotic Mowers and Autonomous Mowing Robots™ in the state of West Virginia.

RC Mowers equipment can be purchased through Sourcewell Contract #112624-EMB via our authorized dealer, West Virginia Tractor Co. This cooperative purchasing contract allows eligible entities to streamline the procurement process while ensuring compliance with public purchasing requirements.

Should you have any questions or require additional information, please don't hesitate to contact us directly.

Sincerely,

A handwritten signature in black ink that reads "Hailee Ekeren". The signature is written in a cursive, flowing style.

Hailee Ekeren
Sales Operations & Project Manager
(920) 634-2227
Embankscape Equipment LLC, dba RC Mowers



2158 Deerfield Avenue E, Suamico, WI 54173
 (920) 634-2227
RCMOWERSUSA.COM

QUOTE

BILLING

Bill To Name West Virginia Tractor (WV)
 Bill To 214 Virginia Street West
 Charleston, WV 25302
 United States
 Contact Phone •

SHIPPING

Ship To Name City of Charleston (WV)
 Ship To Charleston, WV
 Delivery Phone •

Customer Name City of Charleston WV
 Credit Terms Net 30

FCA Suamico, WI
 Purchasing Contract Sourcewell (112624-EMB)

Product Code	Product	Sales Price	Quantity	Total Price
226041	R-60 Tracked Remote Mower, 60" Deck, Vanguard 40hp Engine (Gen 5.0)	\$69,990.00	1.00	\$69,990.00
403576-02	Aluminum 7.5' x 10' Deckover Trailer w/ Ramps, Electric Brakes, Toolbox, Spare Tire	\$6,352.36	1.00	\$6,352.36
DISC	Discount	-\$3,544.36	1.00	-\$3,544.36

Subtotal \$72,798.00
 Freight \$2,200.00
 Tax Due \$0.00
 Total \$74,998.00

Prepared By Hailee Ekeren
 Email hekeren@rcmowersusa.com

Quote Number 00002900
 Created Date 5/28/2026



Resolution No. 26-071

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-071 – Authorizing the Mayor or City Manager to purchase a new Altec Bucket
2 Truck for the Public Grounds Department from Altec in the amount of \$233,521.00, to replace
3 Bucket Truck 369 in the regularly budgeted rotation schedule, where the price was determined
4 pursuant to a competitively sourced Sourcewell contract.

5

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

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8 That the Mayor or City Manager is authorized to purchase a new Altec Bucket Truck for the
9 Public Grounds Department from Altec in the amount of \$233,521.00, to replace Bucket Truck
10 369 in the regularly budgeted rotation schedule, where the price was determined pursuant to a
11 competitively sourced Sourcewell contract.



INSTRUCTIONS: This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing \$5,000 or more. A minimum of 3 quotes is required for this form.

CITY OF CHARLESTON

Purchase Request

Replacing Public Grounds
Bucket Truck 369

Date: 5-27-26

To: CITY MANAGER,

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

Tree/Bucket Truck for public Grounds

Purchase justification: This is replacing public Grounds Bucket

Truck 369 on it regular replacement cycle off

FY 2025-2026 Budget year off Sourcewell Contract

If approved, the total purchase price will be: \$233,521.00

(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.)

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

- 1. Altec Price Quote: \$ 233,521.00
- 2. _____ Price Quote: \$ _____
- 3. _____ Price Quote: \$ _____
- 4. _____ Price Quote: \$ _____
- 5. _____ Price Quote: \$ _____

The apparent low-bid vendor *meeting specifications* is: _____

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 Altec because:

These is getting purchased off the Sovereign Contract
Number 091125-ART

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:

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: How 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: _____

May 27, 2026
Our 97th Year

Ship To:
City of Charleston
CHARLESTON, WV 25302
US

Bill To:
City of Charleston
CHARLESTON, WV 25322
United States

Attn: MICHAEL GRADY
Phone: 304-3897082
Email: mike.grady@wvtractor.com

Altec Quotation Number: 1818995 - 4
Account Manager: Chip Grigoletti
Technical Sales Rep: Kendra P Eaton

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	ALTEC Model LR8-60E70 Articulating Overcenter Aerial Device with an insulating lower boom, insulating upper boom and the Altec ISO-Grip insulating system at the boom tip. For installation behind the cab to include the following features: <ul style="list-style-type: none"> A. Ground to Bottom of Platform Height: 70.3 feet (21.4 meters). B. Working Height: 75.3 feet (23.0 meters). C. Maximum reach to edge of platform with Upper Boom Non- overcenter (working position): 44.8 feet (13.6 meters) at platform height of 38.7 feet (11.8 meters) D. Maximum reach to edge of platform with Upper Boom Overcenter: 48.4 feet (14.8 meters) at platform height of 19.8 feet (6.0 meters). E. Continuous Rotation. F. Lower Boom: Articulation is from 0 to 125 degrees. Insulator provides 15 inches of isolation in the lower boom. G. Insulating Upper Boom: Articulation is from 0 to 270 degrees. The round filament wound fiberglass section provides a minimum of 19 feet (5.79 meters) of isolation. H. Chain and Rod Leveling: Platform automatically maintains level during boom articulation by means of a high strength chain and fiberglass rods in the booms to maintain dielectric integrity. Lifetime system requires no major preventative maintenance. Platform level adjustment is easily accessible from external location on lower pivot. I. Altec Patented walking link system features uniform speed, smooth and continuous articulation and low maintenance operation. J. Maintenance Free Elbow: nitrided to prevent rust, increase hardness and eliminates the need for grease at the elbow. K. Side-by-Side Boom Stow offers low travel height and easy platform access. L. The INSULATING UPPER CONTROL SYSTEM includes a single handle controller incorporating high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microamperes of leakage. The control handle is green in color to differentiate it from other non-tested controllers. M. The INSULATING SECONDARY CONTROL SYSTEM includes control handles incorporating high electrical resistance components that are dielectrically tested to 	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	40 kV AC with no more than 400 microamperes of leakage. These control handles are green in color to differentiate it from other non-tested controllers.		
N.	Platform capacity: 400 lbs. (181 kilograms) standard.		
O.	Small Boom Tip Profile.		
P.	Hydraulic system: Open center (full pressure), maximum flow of 6.0 to 6.5 gpm (22.7 to 24.6 lpm), maximum operating pressure of 3,000 psi.		
Q.	Diagnostic pressure test port is located at the lower control station to allow a technician to quickly and easily attach a test gauge to verify system and tool circuit pressure.		
R.	Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electrostatically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection.		
S.	Unit meets or exceeds ANSI 92.2 standards.		
T.	Manuals: Two (2) Operator's and Maintenance/Parts Manuals. One(1) in printed format and one(1) in electronic format available at connect.altec.com		
2.	Manual Upper Boom Stow Securing System with support cradle and tie down strap.	1	
3.	Elevator Pedestal	1	
4.	Single, One (1) Man, Fiberglass Platform; fixed side mounted. 24 x 24 x 39 inches.	1	
	Altec Patented ISO-Grip Insulating, Proportional Speed, Upper Control Handle - with safety interlock and interlock guard. Located on the side of the platform nearest the upper boom, mounted on the shaft. Forward/back operates lower boom down/up, tiller operates rotation CW/CCW, and up/down operates upper boom up/down.		
5.	One (1) Platform Step - located on the side of the platform nearest the elbow in the stowed position	1	
6.	Platform Cover - Soft vinyl 24 x 24 inch (610 x 610 mm)	1	
7.	Platform Liner, 24 x 24 x 39 inches (610 x 610 x 991 mm), 50 kV Rating	1	
8.	Hydraulic Tool Circuit at Platform: Two (2) sets of tool couplers for open center tools, one (1) set located on each side of the platform.	1	
9.	Tool Circuit System Relief Pressure to be set to 2250 PSI	1	
10.	Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. Control is operated with an air plunger at the platform and a momentary switch located at the lower controls and the outrigger controls. This feature allows the operator to completely stow the booms, platform, and outriggers.	1	
11.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
12.	Primary A-Frame Outriggers with 5-degree swivel shoe. For installation on a 36 to 40 inch chassis frame height.	1	
	A. Maximum Spread: 140 inches		
	B. Ground Penetration: 7 to 11 inches depending on chassis frame height		
	C. Outrigger/Unit Selector Valve: reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped		
	D. Outrigger Control Valves: located on the outrigger legs		
	E. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed		
	F. Outrigger Motion Alarms		
13.	Hydraulic Outrigger Control Valves	1	
14.	Insulating Aerial Device, ANSI Category C, 46kV and Below	1	
15.	Bolt On Grab Handle for Turntable	1	
16.	Altec Unit Powder Painted White	1	

Unit & Hydraulic Acc.

17.	Hydraulic Reservoir, 30 Gallon, Rectangular	1	
18.	Sight Gauge for Hydraulic Reservoir, Reservoir Mounted	1	
19.	Hydraulic Oil HVI-22 with Dye (Standard)	35	
20.	Standard Pump For PTO	1	
21.	Hot shift PTO for automatic transmission	1	
22.	Standard Altec PTO/Machine Functionality: PTO won't engage until parking brake is set.-Once parking (holding) brake is set, PTO and machine functions are enabled.-If parking (holding) brake is disengaged, both PTO and machine functions are disabled.	1	
23.	Standard PTO/Transmission Functionality for Automatic Transmissions -If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1	

Body

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
24.	Altec Chip Dump Body 14.5 cubic yard capacity, 96 inches wide x 60 inches high x 132 inches long (2438 x 1524 x 3353 mm) with ladder box on curb side of body and single piece tailgate	1	
	<ul style="list-style-type: none"> A. Structural Channel stringers and floor channel. B. 12 gauge minimum floor plate. C. 14 gauge minimum sides and front with full length die-formed reinforcing ribs. D. 14 gauge roof. E. Rear top and sides of body reinforced for lower boom support. F. 26-1/2 inches (673 mm) high tailgate, hinged curb side with provision to hold open for dumping. G. 12 gauge minimum rear under body skirt panel. H. Class "C" Hydraulic hoist, installed, with 45 degree dump angle and body prop. I. LED lighting package, rubber grommet-mounted, with wiring harness in automotive type loom. J. Two(2) LED strobes mounted in the upper rear corners of the dump body. K. Curb side built-in ladder compartment, 12 inches wide x 25 inches high (305 x 635 mm) with wear pad and internal security chain. L. Pole pruner compartment, 11 inches high (279.4 mm), above ladder compartment with dual shelves and rear locking door. Upper section of rear door opening is open. M. Interior of chip body finished with scratch and corrosion resistant liner N. Underside of chip body undercoated. O. Painted White 		
25.	Altec T-66 Thru Box with curbside and streetside compartments containing the following:	1	
	<ul style="list-style-type: none"> A. Streetside: Single compartment (66 inches long x 50 inches high x 26.5 inches deep) with two (2) barn-style doors and one (1) vertical door. Two (2) full width shelves fixed at 11 inches and 25 inches from top. Rubber matting (0.125 inch thick) in bottom. Right side has access to horizontal thru compartment extending to curbside. Compartment top is reinforced from below. B. Curbside: Single compartment (41 inches long x 50 inches high x 26.5 inches deep) with two (2) barn-style doors. Left side has two (2) full width shelves fixed at 11 inches and 25 inches from top. Right side has six (6) material hooks (3-0-3). Platform mounted behind compartment 12 inches high x 25 inches wide x 26.5 inches deep. Horizontal thru compartment (6 inches high) recessed 12 inches, open to streetside with vertical partitions spaced 10 inches, 6 inches and 9 inches wide with drop-down door. Access step to T-box compartment top. C. Standard features: Bolt-on door locks. Gas shock door holders. Door locks are three-point t-handle latches with lock cylinders. Finish paint interior compartments the same as exterior. Integrated locking system. Front master locking handle. D. U-shaped grab handle mounted above CS 2nd vertical compartment running front to back, small grab handle mounted to top of rear compartment face above step. E. Provide mounting bracket for hydraulic reservoir on top of transverse behind curbside vertical compartment. F. Automotive undercoating applied to entire underside of body. G. Painted White 		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
<u>Body and Chassis Accessories</u>			
26.	Cab Guard, 140" L, 12 GA Sheet Metal With Non-Skid Surface And Expanded Metal Section At Front, Black Gator Hyde Coating	1	
	A. Cab Guard Mounting Kit		
	B. Front Supports For Cab Guard		
27.	Underride Protection Bumper Installed At Rear	1	
28.	Rigid Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL), 4-Bolt Face Mount, Buyers PH15 (T-60 Style) (Forestry Applications)	1	
29.	Set Of D-Rings for Trailer Safety Chain, installed one each side of towing device mount.	1	
30.	Cab Guard Access Stirrup Step(s) With Grab Handle(s) At Curbside Rear Of Cab Guard	1	
31.	Rigid Access Step Under Through Box Side Access Platform	1	
32.	Platform Rest, Rigid with Rubber Tube	1	
33.	No Automatic Lower Boom Stow Securing System	1	
34.	Wood Outrigger Pad, 19.5" x 19.5" x 1.88", With Fluorescent Orange Steel Band Around The Outer Edges And Chain Handle	2	
35.	Grab Handle Installed On Top Of Lower Controls	1	
36.	Outrigger Pad Holder, 20" L x 20" W x 3.5" H, Fits 19.5" x 19.5" x 2.25" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	2	
37.	Mud Flaps With Altec Logo (Pair)	1	
38.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1	
39.	Wheel Chock Holders (Pair), For Installation Under Flatbed Or Dump Body	1	
40.	Small Grab Handle Installed On Front Of Dump Body At Through Box Side Access Platform	1	
41.	Small Grab Handle Installed on Rear of Through Box on Curbside at Through Box Side Access Platform	1	
42.	Grab Handle Installed on Top of Curbside Rear Through Box Compartment	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
43.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1	
44.	Cone Holder, Horizontal Style with Vertical Pivot (Un-folds Upwards), For Mounting On Front Bumper (Holds up to four 15"x15" large cones)	1	
45.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1	
46.	Driveaway Safety Kit	1	
47.	Vinyl manual pouch for storage of all operator and parts manuals	1	
<u>Electrical Accessories</u>			
48.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
49.	4-Corner Strobe Lighting, Amber LED, Two (2) Round Lights in Front Corners of Cab Guard and Two (2) Round Lights at Rear	1	
50.	Strobe Lights Wired Battery Hot	1	
51.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
52.	PTO Hour Meter, Digital, with 10,000 Hour Display	1	
53.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1	
54.	Electric Trailer Brake Controller	1	
55.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1	
56.	Install Chassis (OEM) Supplied Backup Camera in Final Assembly	1	
57.	Install secondary stowage system.	1	
58.	Install Outrigger Interlock System	1	
59.	One Emergency Stop Located at Curbside Ground Level Near the Control Area	1	
60.	Heavy Duty Secondary Stowage Pump	1	
61.	No Upper Boom Out of Stow Indicator	1	
62.	No Lower Boom Out of Stow Indicator	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
63.	Dump Body Out of Stow Indicator Light, Installed In Cab	1	
64.	PTO Indicator Light Installed In Cab	1	
<u>Finishing Details</u>			
65.	Powder Coat Unit Altec White	1	
66.	Finish Paint Body Accessories Above Body Floor Altec White	1	
67.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
68.	Vehicle Height Placard, Installed In Cab	1	
69.	Apply Non-Skid Coating to all walking surfaces	1	
70.	English Safety And Instructional Decals	1	
71.	Placard, HVI-22 Hydraulic Oil	1	
72.	Dielectric test unit according to ANSI requirements.	1	
73.	Stability test unit according to ANSI requirements.	1	
74.	Regional Build	1	
75.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1	
76.	Quick Turnaround	1	
77.	Stock Unit	1	
78.	Stock Unit Sold To Customer	1	

Chassis

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
79.	Altec Supplied Chassis	1	
80.	Altec Stock Chassis	1	
	A. 2027 Model Year		
	B. Freightliner M2-106 Plus		
	C. Regular Cab		
	D. 4x2 Drivetrain		
	E. Chassis Color - White		
	F. Cummins B6.7 Engine		
	G. 240 HP Engine Rating		
	H. Allison 3500 RDS Automatic Transmission		
	I. Air Brakes		
	J. Clear Cab to Axle Length - 139 inches Actual Cab to Axle Length - 142 inches		
	K. 33,000 LBS Gross Vehicle Weight Rating (GVWR)		
	L. 13,220 LBS Front Axle Weight Rating (FAWR)		
	M. 21,000 LBS Rear Axle Weight Rating (RAWR)		
	N. 016-1C3 - Freightliner Horizontal Exhaust (Right-Horizontal-Behind Cab-Horizontal)		
	O. Driver Controlled Locking Differential		
	P. Park Brake In Rear Wheels		
	Q. 204-215 Freightliner 50 Gallon Fuel Tank (Left Hand Under Cab)		
	R. Freightliner - Pre-Wire Chassis with No Cab Backwall Pass-Thru (33U-011)		
	S. No Idle Engine Shut-Down Required		
	T. Air Conditioning		
	U. AM/FM Radio		
	V. Backup Camera, OEM Supplied		

Additional Pricing

81.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
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Miscellaneous

82.	Non-CARB Registered State	1	
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Unit / Body / Chassis Total	232,262.00
Additional Total	0.00
Delivery Total	1,259.00
Sourcewell pricing Total	233,521.00

Altec Industries, Inc.

BY _____

Kendra P Eaton

*Pricing in this quote does not include potential cost impacts related to the EPA emission regulations scheduled to take effect in calendar year 2027 for all medium and heavy duty engines. **Chassis OEM's anticipate these regulatory changes may result in additional increases estimated between \$15,000 and \$25,000.**

Notes:

1 Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are budgetary only due to irregular cost inflation and market volatility. These prices will be reviewed based on market conditions and confirmed closer to the production date.

For a quoted chassis model year beyond the current open order bank, chassis model year, specifications and price should be considered estimates only and subject to change. Chassis model year, specifications and price will be reviewed and confirmed when specific model year information becomes available from the OEM.

2 Estimated Delivery: 9 months after receipt of order PROVIDING:
 A. Customer supplied chassis (if applicable) is received a minimum of sixty (60) days before scheduled delivery.
 B. Customer approval drawings are returned by requested date.
 C. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.
 D. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.

Estimated Delivery is based on information at time of quote and is subject to change.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.

3 This quotation is valid until JUL 05,2025. After this date, please contact Altec Industries, Inc. for a possible extension.

4 F.O.B. - Customer Site

5 Interest charge of 1/2% per month to be added for late payment.

6 FINANCING AVAILABLE: Please contact Altec Capital at (888) 408-8148 or email finance@altec.com for more information.

7 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.

8 Changes made to this order may affect whether or not this vehicle is subject to F.E.T. A review will be made at the time of invoicing and any applicable F.E.T. will be added to the invoice amount.

9 Any payment made by a credit card may be subject to a surcharge fee.

10 Altec Standard Warranty:

One (1) year parts warranty.

One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

11 Altec Extended Warranty Option:

An Altec Extended Warranty is an extension of Altec's Limited Warranty and protects you from the repair cost associated with defects of materials and workmanship after the standard Limited Warranty expires.

Altec offers many types of coverages and coverage packages. Ask your Altec account manager for details. Quotes are available upon request.

12 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.

13 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards and remaining in compliance of DOT until arrival at an Altec Facility. This will include, but is not limited to engine, tires, lights, brakes, glass, etc. All equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties.

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ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.

All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.

Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.

14 The final fully loaded weight of the truck and structural ratings of the hitch assembly may reduce the towing capacity and the vertical load capacity of the finished truck. These capacities may not match the ratings of the chassis or hitch.

15 Altec takes pride in offering solutions that provide a safer work environment for our customers. In an effort to focus on safety, we would encourage you to consider the following items:

Outrigger pads (When Applicable)
Fall Protection System
Fire extinguisher/DOT kit
Platform Liner (When Applicable)
Altec Sentry Training
Wheel Chocks

The aforementioned equipment can be offered in our new equipment quotations. If you find that any of these items have not been listed as priced options with an item number in the body of your quotation and are required by your company, we would encourage you to contact your Altec Account Manager and have an updated quote version sent to you. These options must be listed with an item number in the quotation for them to be supplied by Altec.

16 Altec values your data privacy. The Altec Family of Companies (including Altec, Inc., and its subsidiaries) may collect telematics data from the equipment you own. Please review Altec's Equipment Data Privacy Notice on www.altec.com for more information. By purchasing equipment from Altec, you consent to Altec's right to collect and use such data.

17 **RECOMMENDED OPTIONS AND ACCESSORIES:** These options are not included in the quote total price. Selected options will change the quote total. Any options added after initial order will be re-quoted.

Resolution No. 26-072

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-072 – Authorizing the Mayor or City Manager to purchase a replacement
2 Cascade Filling and Compressor System for the Charleston Fire Department from Municipal
3 Emergency Services in the amount of \$122,736.00, to enable filling of air cylinders, where the
4 price was determined pursuant to a competitively sourced Sourcewell contract.
5

6 Be it Resolved by the Council of the City of Charleston, West Virginia:
7

8 That the Mayor or City Manager is authorized to purchase a replacement Cascade Filling and
9 Compressor System for the Charleston Fire Department from Municipal Emergency Services in
10 the amount of \$122,736.00, to enable filling of air cylinders, where the price was determined
11 pursuant to a competitively sourced Sourcewell contract.
12



INSTRUCTIONS: This form must be submitted to the City Manager's Office for any purchase of materials or supplies costing **\$5,000 or more**. A minimum of **3** quotes is required for this form.

CITY OF CHARLESTON
Purchase Request

Date: _____

To: CITY MANAGER,

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

Purchase justification: _____

If approved, the total purchase price will be: _____

(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.)

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: _____

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. Outside city limits.

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:

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: _____ Department: _____

Bernice Aguiar

Is this purchase being paid with grant funds? Yes No

Funds Approval: _____ Date: _____
Authorized Financial Officer

Account Number: _____

City Manager Approval: _____ Date: _____



(877) 637-3473

Quote

Quote # QT2011094
Date 12/09/2025
Expires 08/01/2026
Sales Rep Lockridge, Michael D
PO # TBD
Shipping Method FedEx Ground
Customer CHARLESTON FIRE DEPT (WV)
Customer # C33378

Bill To

ATTN: PURCHASING
 CHARLESTON FIRE DEPT
 808 VIRGINIA ST WEST
 Charleston WV 25302
 United States

Ship To

ATTN: PURCHASING
 CHARLESTON FIRE DEPT
 808 VIRGINIA ST WEST
 Charleston WV 25302
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
Compressor Install			Site survey, install, operate, leak test, train & perform air sample with written report.	1	\$2,750.00	\$2,750.00
8BA711 7000			ASME 7500 with Valves and Fittings L-Forged end AB-Spun End Color SX3922 Gray	4	\$5,954.00	\$23,816.00
RSF-3322A011			Fill Model: RevolveAir Fill Station + Base: Attached Storage + Fill Panel: Stationary W/ Auto Cascade + Aux Low Pressure: None + Aux High Pressure: None + Cascade Panel: 4 Bank Auto Cascade + Options: SCUBA Adapter & CGA	1	\$27,431.00	\$27,431.00
RSC-05036101			Compressor Model: Revolve Air 5 Stage + Pressure: 7000 PSI / 483 BAR + HP: 20 HP + Voltage: 20 HP 208-230 Volt/ 3 Phase/ 60Hz + Controller: CO & Dew Point Monitors w/ Calibration Kit + Language: English + Options: Include 25ft Supply Hose	1	\$61,479.00	\$61,479.00
LM106181			QUICK CONNECT ASSY, RA This is a quantity of four (4)	1	\$3,250.00	\$3,250.00
LM103421-80			HOSE ASSY, 7000 PSI, #4 JIC, SWIVEL, 80 feet	1	\$1,300.00	\$1,300.00
AB16-0907			SCUBA Adapter KIT, 347 TO SCUBA, REVOLVEAIR	1	\$950.00	\$950.00

This meets or exceeds Sourcewell Contract #011824

Thank You

Contact: C33378 CHARLESTON FIRE DEPT (WV) : Mathew Nicholson (304)
 389-2003

Subtotal \$120,976.00
Shipping Cost \$1,760.00
Tax Total \$0.00
Total \$122,736.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT2011094

Resolution No. 26-073

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-073 - Authorizing the Mayor or City Manager to enter into a contract with
2 McClanahan Construction Company, LLC in the amount of \$869,100.00 for the 2026-27 ADA
3 Ramp Installation Project, where the price was determined pursuant to a competitive bid
4 process.

5
6 Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

7
8 That the Mayor or City Manager is authorized to enter into a contract with McClanahan
9 Construction Company, LLC in the amount of \$869,100.00 for the 2026-27 ADA Ramp
10 Installation Project, where the price was determined pursuant to a competitive bid process.

11

2026-27 ADA Ramp Installation Project			
Business	Opened at	Bid Total	Local Vendor Preference
Lakecrest Construction	05/26/2026 1pm	\$884,150.00	N/A
SQP Construction Group, In	05/26/2026 1pm	\$870,545.00	\$865,545.00
McClanahan Construction Company, LLC	05/26/2026 1pm	\$869,100.00	\$864,100.00

2026-27 ADA Ramp Installation Project			
Mandatory Requirement	Lakecrest Construction	SQP Construction Group, Inc.	McClanahan Construction Company, LLC
Item 3.01. – Concrete Ramp and Sidewalk	\$589,375.00	\$430,500.00	\$635,500.00
Item 3.02. – Curb and Gutter	\$44,000.00	\$55,550.00	\$33,000.00
Item 3.03. – Integral Curb	\$88,400.00	\$187,200.00	\$80,600.00
Item 3.04. – Plain Curb	\$30,500.00	\$51,500.00	\$25,000.00
Item 3.05. – Detectable Warning Surfaces	\$39,375.00	\$60,900.00	\$42,000.00
Item 3.06. – Curb Inlet Adjustment	\$20,000.00	\$2,050.00	\$3,000.00
Item 3.07. – Asphalt Replacement	\$16,000.00	\$24,240.00	\$17,000.00
Item 3.08. – Traffic Control	\$46,500.00	\$48,605.00	\$23,000.00
Item 3.09. – Allowances	\$10,000.00	\$10,000.00	\$10,000.00
Vendor Protest Acknowledgement	Yes	Yes	Yes
Contact and Signature Form	Yes	Yes	Yes
Pricing Page	Yes	Yes	Yes
Addendum Acknowledgement	Yes	Yes	Yes
Local Vendor Form (if Applicable)	N/A	Yes	Yes
City of Charleston Purchasing Affidavit	Yes	Yes	Yes
WV Contractor's License	Yes	Yes	Yes
Certificate of Insurance	Yes	Yes	Yes
Bid Bond or Surety Check (valid)	Yes	Yes	Yes
Drug Free Workplace Affidavit	Yes	Yes	Yes
Subcontractor's List (if applicable)	Yes	Yes	Yes
Grand Total	\$884,150.00	\$870,545.00	\$869,100.00



CITY OF CHARLESTON
RECOMMENDATION TO AWARD

DATE: May 26, 2026

SUBJECT: Recommendation for Award

Solicitation Number: 2026-27 ADA Ramp Installation Project

McClanahan Construction Company, LLC. - \$869,100.00

Award Recommendation: Check the appropriate box below.

Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to McClanahan Construction Company, LLC. in the amount of \$869,100.00.

Multiple Award: By signing below, the Department certifies that bids have been properly evaluated and recommends award to multiple bidders meeting the required specifications. Those bidders receiving an award are identified as follows: _____.

Other Than Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to _____ in the amount of _____ as the lowest responsible bidder meeting the required specifications. Award to the lowest bid was not made due to disqualifications described in more detail below:

Bidding Vendors not awarded:

Lakecrest Construction - \$884,150.00
SQP Construction Group, Inc. - \$870,545.00

Respectfully,



Signature

5/26/26

Date

ARON MORRIS CITY ENGINEER

Printed Name and Title

1 Resolution No. 26-074

2

3 Introduced in Council:

Adopted by Council:

4

5 June 15, 2026

6

7 Introduced by:

Referred to:

8

9 Joseph Jenkins

Finance

10

11

12 Resolution No. 26-074 – Authorizing the Mayor or City Manager to enter into a contract with
13 Martin Marietta Materials, Inc., to purchase various classes and sizes of aggregate stone on an
14 as-needed basis at the prices listed in Exhibit A, which were determined pursuant to a
15 competitive bidding process.

16

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

18

19 That the Mayor or City Manager is authorized to enter into a contract with Martin Marietta
20 Materials, Inc., to purchase various classes and sizes of aggregate stone on an as-needed basis
21 at the prices listed in Exhibit A, which were determined pursuant to a competitive bidding
22 process.

2026-32 River Gravel and Limestone Aggregates

<u>Mandatory Requirement</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	Martin Marietta
			<u>Total Price</u>
#57 Limestone	10,000.00	\$ 37.75	\$ 377,500.00
#4 Limestone	2,000.00	\$ 37.50	\$ 75,000.00
3/4 Crusher Run	4,000.00	\$ 31.50	\$ 126,000.00
4" and Larger Rip Rap	3,000.00	\$ 42.00	\$ 126,000.00
Concrete/Mortar Sand	500.00	\$ 33.00	\$ 16,500.00
3/8 Pea Gravel	500.00	-	\$ -
3.2 Plant Location within 20 miles			Yes
Vendor Protest Acknowledgement			Yes
Contact and Signature Form			Yes
Pricing Page			Yes
Addendum Acknowledgement			Yes
Local Vendor Form (if Applicable)			Yes
City of Charleston Purchasing Affidavit			Yes
Grand Total			\$ 721,000.00

“Quantities are estimated for bid calculation only. No minimum quantity is required.”

2026-32 River Gravel and Limestone Aggregates

Business	Opened at	Bid Total	Local Vendor Preference
Martin Marietta	6/09/2026 11:00am	\$721,000.00	\$716,000.00



CITY OF CHARLESTON
RECOMMENDATION TO AWARD

DATE: June 9, 2026

SUBJECT: Recommendation for Award

Solicitation Number: 2026-32 River Gravel and Limestone Aggregates

Martin Marietta:

#57 Limestone - \$37.75 per ton

#4 Limestone - \$37.50 per ton

3/4 Crusher Run - \$31.50 per ton

4" and Larger Rip Rap - \$42.00 per ton

Concrete/Mortar Sand - 33.00 per ton

Award Recommendation: Check the appropriate box below.

Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to Martin Marietta at the per-ton amounts listed above.

Multiple Award: By signing below, the Department certifies that bids have been properly evaluated and recommends award to multiple bidders meeting the required specifications. Those bidders receiving an award are identified as follows: _____.

Other Than Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to _____ in the amount of _____ as the lowest responsible bidder meeting the required specifications. Award to the lowest bid was not made due to disqualifications described in more detail below:

Respectfully,



Signature

6-9-26

Date

Brent L. Webster

Printed Name and Title

Public Works Director

Resolution No. 26-075

Introduced in Council:

Adopted by Council:

June 15, 2026

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 26-075 – Authorizing the Mayor or City Manager to enter into a contract with
2 Morton Salt, Inc. for the purchase of road salt at a rate of \$114.35 per ton, with a contractual
3 minimum amount of 5,000 tons, where the price will remain fixed for one year and was
4 determined pursuant to a competitive bidding process.

5

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

7

8 That the Mayor or City Manager is authorized to enter into a contract with Morton Salt, Inc. for
9 the purchase of road salt at a rate of \$114.35 per ton, with a contractual minimum amount of
10 5,000 tons, where the price will remain fixed for one year and was determined pursuant to a
11 competitive bidding process.

Resolution No. _____ :

Introduced in Council:

June 15, 2026

Introduced by:

Joseph Jenkins

Adopted by Council:

Referred to:

Finance Committee

1 **Resolution No. _____**: Authorizing settlement of a pending claim against the
2 City by Terra Wissler related to a September 3, 2024, incident, where a City driven
3 vehicle collided with the claimant’s vehicle and the City driven vehicle was found to be
4 at fault, as contained in claim number WV1542024024255, as recommended by the City
5 Solicitor.
6

7 **Now, therefore, be it Resolved by the Council of the City of Charleston, West**
8 **Virginia:**
9

10 That the City Council hereby authorizes and approves the settlement of a pending claim
11 against the City by Terra Wissler, with associated claim number WV1542024024255, in
12 the amount of \$32,284.28, as recommended by the City Solicitor. The City Council
13 authorizes the City Solicitor and City Manager to take all necessary steps to finalize
14 resolution of the claim.
15

2026-29 Road Salt Contract				
	Cargill Inc.	Compass Minerals America Inc.	Government MLO Supplies USA INC	Morton Salt, Inc.
<u>Mandatory Requirement</u>				
Price Per Ton Sodium Chloride (Road Salt)	NO BID	\$ 118.62	\$ 151.19	\$ 114.35
<u>Documents</u>				
5,000-ton minimum cost	\$ -	\$ 593,100.00	\$ 755,950.00	\$ 571,750.00
6,500-ton estimate total	\$ -	\$ 771,030.00	\$ 982,735.00	\$ 743,275.00
Vendor Protest Acknowledgement	N/A	Yes	Yes	Yes
Contact and Signature Form	N/A	Yes	Yes	Yes
Pricing Page	N/A	Yes	Yes	Yes
Addendum Acknowledgement	N/A	Yes	Yes	Yes
Local Vendor Form (if Applicable)	N/A	Yes	N/A	Yes
City of Charleston Purchasing Affidavit	N/A	Yes	Yes	Yes
Certificate of Insurance	N/A	Yes	Yes	Yes

2026-29 Road Salt contract			
Business	Opened at	Bid Total	Local Vendor Preference
Cargill Inc.	6/9/2026 10:00am	\$ -	N/A
Compass Minerals America, Inc.	6/9/2026 10:00am	\$ 771,030.00	\$766,030.00
Government MLO Supplies USA INC	6/9/2026 10:00am	\$ 982,735.00	N/A
Morton Salt, Inc.	6/9/2026 10:00am	\$ 743,275.00	\$738,275.00



CITY OF CHARLESTON
RECOMMENDATION TO AWARD

DATE: June 10, 2026

SUBJECT: Recommendation for Award

Solicitation Number: 2026-29 Road Salt Contract

Morton Salt, Inc. - \$114.35 Per Ton

Award Recommendation: Check the appropriate box below.

Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to Morton Salt, Inc. at the **\$114.35 per ton** amount.

Multiple Award: By signing below, the Department certifies that bids have been properly evaluated and recommends award to multiple bidders meeting the required specifications. Those bidders receiving an award are identified as follows: _____.

Other Than Lowest Bid: By signing below, the Department certifies that bids have been properly evaluated and recommends award to _____ in the amount of _____ as the lowest responsible bidder meeting the required specifications. Award to the lowest bid was not made due to disqualifications described in more detail below:

Bidding Vendors not awarded:

Compass Minerals America Inc. - \$118.62 per ton
Government MLO Supplies USA INC - \$151.19 per ton


Respectfully,



Signature

6-10-26

Date



Printed Name and Title
Public Works Director