



Board of Finance

**Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR
REMOTELY via ZOOM**

Please click the link below to join the webinar:

<https://zoom.us/j/99037642421>

Or Telephone: +1 305 224 1968 US

Webinar ID: 990 3764 2421

****CCTV link: https://www.youtube.com/playlist?list=PLijLFn4BZd2PwCge7lNoKug676jIf_iUA ****

1. Agenda

Subject	1.1. Motion to adopt agenda
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	1. Agenda
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adopt agenda

2. Public Forum

Subject	2.1. Verbal Comments
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	2. Public Forum
Department	Council and Board

Type	Action Procedural
Recommended Action	open Public Forum close Public Forum

3. Consent Agenda

Subject	3.1. Motion to adopt the consent agenda and take the actions indicated
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Council and Board
Type	Action (Consent) Procedural
Recommended Action	Motion to adopt the consent agenda and take the actions indicated
Subject	3.2. City of Burlington Seasonal Warming Shelter Project: Acceptance of Hannaford Donation - CEDO
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Community & Economic Development Office (CEDO)
Type	Action (Consent)
Recommended Action	Move to approve and authorize the following: • Approve the acceptance of SFY 2024 grant funds in the amended amount of \$603,712 from the State of Vermont Housing and Opportunities Program for the operations of the seasonal overnight shelter and authorize the Director of CEDO to execute all contracts and documents necessary to accept the funding through the period of June 30th 2024, including retroactive approval for the period of November 1, 2023 thru June 30, 2024, subject to the final review and approval of the City Attorney's Office. • Approve the acceptance of the Hannaford Supermarkets donation in the amount of \$90,000 and authorize the Director of CEDO to execute all agreements and documents necessary to accept funding, subject to the final review and approval of the City Attorney's Office.
Subject	3.3. Renewal of Main On-Call Contract for Financial Advisor and Utility Management Services with Raftelis Financial Consultants (Third and Final Renewal) - DPW - Water Resources
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	3. Consent Agenda
Department	Public Works Department - Water Resources

Type	Action (Consent)
Recommended Action	1. To approve and recommend that the City Council authorize the Director of Public Works to renew the Main On-Call Agreement with Raftelis Financial Consultants for on-call financial advisor and utility management services for the Water Resources Division through June 30, 2025 for a maximum limiting amount of \$175,000 for the renewal term, subject to prior review and approval by the City Attorney's Office. 2. To approve and recommend that the City Council authorize the Director of Public Works to execute individual Work Assignment Contracts, which in total shall not exceed the maximum limiting amount established in the renewal of the Main On-Call Agreement—to complete work identified in the Main On-Call Agreement, subject to prior review and approval by the City Attorney's Office.

4. Deliberative Agenda

Subject	4.1. BED Switch & Save Program subgrant - BED
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Burlington Electric Department
Type	Action
Recommended Action	move to approve and recommend to the City Council to approve and authorize the BED General Manager or his designee, to enter into and execute all necessary grant agreements with respect to accepting the Switch & Save Program subgrant in an amount not to exceed \$500,000 to provide financial and technical assistance for low- and moderate-income Vermont households to install heat pump water heaters, subject to final review and approval of the City Attorney's Office
Subject	4.2. Church Street Marketplace Capital Improvement - Request to Accept Bid - Business & Workforce Development
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Business and Workforce Development
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the acceptance of the total bid submitted by Don Weston Excavating as detailed herein to perform capital improvements to the Church Street Marketplace; and, to authorize the Director of Business Workforce and Development to execute a contract with Don Weston Excavating for such services in an amount not to exceed \$905, 870, subject to the review of the City Attorney's Office and Chief Administrative Officer
Subject	4.3. Authorization to Execute the Design Contract for the CDS Cherry Street and RAISE Reconnecting Downtown Project - DPW
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda

Department	Public Works Department
Type	Action
Recommended Action	to approve and recommend that the City Council authorize the Director of Public Works to execute a contract with Stantec Consulting Services, Inc. in an amount up to \$2,217,249, and any necessary future amendments using up to \$221,725 (10%) in available contingency funds, for a total authorized amount of \$2,438,974, for the development of the design of the CDS Cherry Street and RAISE Reconnecting Downtown project, subject to the review and approval of the City Attorney's Office
Subject	4.4. Champlain Parkway - FY24 Project Budget Amendment & Consultant Contract Amendments - DPW
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Public Works Department
Type	Action
Recommended Action	1. To approve and recommend that the City Council authorize an increase to the Champlain Parkway FY24 project budget from \$52,469,159 to \$53,204,967 to continue approved project activities and for completion of the initial construction contract in FY24, and further approve and authorize the Chief Administrative Officer or designee to effectuate all necessary budget amendments and transfers of funds including an additional \$80,000 of Street Capital for local match and \$900,000 (with an allotment of \$863,725 in FY24; and \$36,275 to be budgeted in FY25) of Capital Bond proceeds for non-participating costs; and approve the acceptance of additional reimbursable revenue sources in furtherance of the project budget increase, in substantial conformance with Attachment A. 2. To approve and recommend that the City Council authorize the Director of Public Works to execute Contract Amendment Number 19 to the contract with Clough Harbour & Associates for continued engineering design services for the Champlain Parkway project, increasing the total contract amount by \$890,450.00 and the local match obligation by \$17,809.00, for a total authorized contract amount not to exceed \$14,883,379.18 and a local match obligation in the amount of \$297,667.58, , as further detailed in Attachment D, subject to review and approval by the City Attorney's Office. 3. To approve and recommend that the City Council authorize the Director of Public Works to execute Contract Amendment Number 6 to the contract with DuBois & King, Inc. for continued Municipal Project Management services for the Champlain Parkway project, increasing the total contract amount by \$315,000 and the local match obligation by \$6,300, for a total authorized contract amount not to exceed \$740,485 and a local match obligation in the amount of \$14,809.70, as further detailed in Attachment E, subject to review and approval by the City Attorney's Office. 4. To approve and recommend that the City Council authorize the Director of Public Works to execute Contract Amendment Number 2 to the contract with WSP USA Inc. for continued construction inspection and public engagement services for the Champlain Parkway project, increasing the total contract amount by \$4,108,984 and the local match obligation by \$82,179.68, for a total authorized contract amount not to exceed \$7,943,260 and a total local match obligation in the amount of \$158,865.20, as further detailed in Attachment F, subject to review and approval by the City Attorney's Office.
Subject	4.5. Authorization to Accept Combined Sewer Overflow Abatement ARPA Grant Funds - DPW - Water Resources

Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	to approve and recommend to the City Council that the Director of the Department of Public Works be authorized to execute a 2023 ARPA Statewide Sewer Overflow Elimination and Abatement grant agreement with the Vermont Department of Environmental Conservation for up to \$3,294,440 for the design and implementation of CSO reduction practices, subject to final review and approval by the City Attorney's Office
Subject	4.6. Authorization to Accept MS4 Community Formula ARPA Grant Funds - DPW - Water Resources
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	4. Deliberative Agenda
Department	Public Works Department - Water Resources
Type	Action
Recommended Action	to approve and recommend to the City Council that the Director of the Department of Public Works be authorized to execute an MS4 Community Formula Grant Agreement with Vermont DEC for up to \$762,678 of ARPA funds for the design and implementation of stormwater management practices, subject to final review and approval by the City Attorney's Office

5. Adjournment

Subject	5.1. Motion to adjourn
Meeting	March 11, 2024 - Board of Finance Meeting - Monday, March 11, 2024, 5:00 PM, Bushor Conference Room 1st Floor, City Hall OR REMOTELY via ZOOM
Category	5. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn