



October 11, 2022

**Board of Finance Meeting, Tuesday, October 11, 2022, 5:00 pm **Bushor
Conference Room, Room 102, 1st Floor, City Hall OR remotely via ZOOM**

 [Click here to view the minutes for this meeting](#)

1. Agenda

1.01 Motion to amend/adopt the agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt the agenda as follows: remove from the agenda item 4.07 and note that 4.08 is now agenda item 5.02 (per CAO Schad)

2. Public Forum **See item for signup instructions**

2.01 Verbal Comments

Type: Action, Procedural

To participate in Public Forum in person sign up at the meeting. To participate in Public Forum via ZOOM sign up here: <https://www.burlingtonvt.gov/citycouncil/publicforum> Do not sign up in person and via Zoom - select one only

3. Consent Agenda

3.01 Motion to adopt the consent agenda and take the actions as indicated.

Type: Action (Consent), Procedural

Recommended Action: motion to adopt the consent agenda and take the actions as indicated

3.02 Board of Finance Meeting Minutes, September 19, 2022, Draft

Type: Action, Information, Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting, Monday, September 19, 2022, 5:00 pm **Bushor Conference Room, Room 102, 1st Floor, City Hall](#)

4. For Approval and Recommendation to the City Council



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4.01 Request to accept a Federal Aviation Administration Grant for the North Terminal Renovation Project and Execute a Contract for Construction with Engelberth Construction Inc. - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Director of Aviation to execute a grant from the Federal Aviation Administration and accept an amount up to \$1,684,917 with a 15% contingency, totaling up to \$1,937,654.55, as allowed under the grant, for the construction of the North Terminal Renovation Project, subject to review and approval of the City Attorney's Office. ☐ 2. ☐ To approve and recommend that the City Council authorize the Director of Aviation execute a contract with Engelberth Construction Incorporated in a cumulative amount of up to \$1,715,430.00, with a 15% contingency, totaling up to \$1,972,744.50, as allowed by the grant, for construction of the North Terminal Renovation Project, subject to review and approval of the City Attorney's Office. ☐

 20221011 North Terminal Renovation Grant
Acceptance and Sign Contract.docx

 2- Checklist - N. Terminal Renovations.docx

4.02 Request to accept a Federal Aviation Administration Grant for the South Apron and TW G Extension Project and Execute contracts for construction with Engineers Construction, Inc. and construction inspection services with Hoyle, Tanner and Associates and Budget Neutral Amendment to Fiscal Year 2023 Budget - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend that the City Council authorize the Director of Aviation to execute a grant from the Federal Aviation Administration and accept an amount up to \$5,576,315.99, with a 15% contingency, totaling up to \$6,412,763.39, as allowed under the grant, for the construction of the South Apron and TW G Extension Project, subject to review and approval of the City Attorney's Office. ☐ 2. ☐ To approve and recommend that the City Council authorize the Director of Aviation execute a contract with Engineers Construction Inc. in a cumulative amount of up to \$6,149,517.50, with a 15% contingency, totaling up to \$7,071,945.12, as allowed by the grant, for construction of the south Apron and TW G Extension Project, subject to review and approval of the City Attorney's Office. ☐ 3. ☐ To approve and recommend that the City Council authorize the Director of Aviation execute a contract with Hoyle, Tanner and Associates in a cumulative amount of up to \$473,100.00, with a 15% contingency, totaling up to \$544,065.00, as allowed by the grant, for construction inspection services of the South Apron and TW G Extension Project, subject to review and approval of the City Attorney's Office. ☐ 4. ☐ To approve and recommend that the City Council approve a budget amendment to the Fiscal Year 2023 Burlington International Airport for the South Apron Project, by increasing the accounts as set forth above. ☐

 20221011 South Apron and TW G ext. Grant
Acceptance and Sign Contracts -....docx

 2- Checklist - South Apron.docx

4.03 Request to Execute a Contract for Construction with McFarland Johnson, Inc. (MJ) for the Siting, Preliminary Design and Permitting of the Burlington Technical Center (BTC) at BTV - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Aviation to execute a contract with McFarland Johnson, Inc. for an amount up to \$547,427.33, with a 15% contingency, totaling up to \$629,541.43, for the design and permitting of the Burlington Technical Center at BTV, subject to review and approval of the City Attorney's Office

 20221011 Burlington Technical Center at BTV
Engineering - Sign Contractdocx

 2- Checklist - Burlington Technical Center
Project.docx



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4.04 Request to Execute a Contract for Construction with Jacobs Engineering Group, Inc. for the Design and Permitting of the North Concourse Replacement Project and Budget Neutral Amendment to Fiscal Year 2023 budget - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Aviation to execute a contract with Jacobs Engineering Group Inc. for an amount up to \$908,200.00, with a 15% contingency, totaling up to \$1,044,430.00, as allowed under a potential FAA grant, for the design and permitting of the North Concourse Replacement Project, subject to review and approval of the City Attorney's Office

 20221011 North Concourse Replacement Engineering - Sign Contract -.docx

 2- Checklist - North Concourse Replacement.docx

4.05 Authorization to Update Contracts for the Elmwood Emergency Shelter Community - CEDO

Type: Action

Recommended Action: to approve and recommend that the City Council approve Contract Amendment No. 1 to the GoliathTech of Vermont contract for site work services for the Elmwood Shelter Community, to increase the maximum limiting amount from \$147,195 to \$213,635.00, and to authorize Brian Pine, Director of the Community Economic Development Office, to execute this Contract Amendment No. 1 (subject to the review and approval of the City Attorney), for a total contract amount of \$203,635 with a contingency of \$10,000

 Memo - Elmwood Shelter Contracts Update.pdf

 BOF CC Checklist Elmwood Contract Update.docx

 Contract Amendment 1 10042022.pdf

4.06 Great Streets Main Street Design Contract Amendment #5 with Vanasse Hangen Brustlin, Inc. DPW

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute Amendment #5 to the design contract, subject to City Attorney review and approval, with Vanasse Hangen Brustlin, Inc. (VHB) in the amount of \$462,130.00, bringing the total contract value up to \$2,125,795.00, and authorize the use of an additional \$319,000.00 (15%) in contingency funds to be available to use toward any necessary future contract amendments, and further authorize execution of any such necessary amendments upon review and approval by the City Attorney's Office, for a total authorized amount of \$2,444,795.00 for the development of the design of the Great Streets Main Street project

 BOF_CC Memo Main Street_VHB Contract - Ravine Sewer Amendment_Oct 2022_FINAL.pdf

4.07 Request to Apply Market Factor Adjustment to City Attorney Compensation - HR/Mayor's Office **AGENDA ITEM REMOVED**

Type: Action



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**4.08 Contract with Vermont State Police for Police Presence in Downtown - Police **NOW AGENDA
ITEM 5.02****

Type: Action

Recommended Action: To approve and authorize the Acting Chief of Police to execute a contract with Vermont State Police for the period Oct 5 □ Nov 5, 2022 for up to a maximum limiting amount of \$69,168, for Police Presence in Downtown.

Memo to BOF on Police Presence Downtown
Final.pdf

Designated Patrol Zone in Downtown
Burlington - Map For VSP.pdf

20221005 City of Burlington and Vermont
State Police High Visibility Patrol Contract -
FINAL.pdf

20221005 FORM DPS 153 - Long Term
Contract.pdf

5. Board of Finance Approval Only

**5.01 Request for Approval to Execute Contract for Underwater Infrastructure Inspection, Cleaning
& Repair Services - DPW/Water Resources**

Type: Action

Recommended Action: to approve and authorize the Director of Public Works to execute the Underwater Infrastructure Inspection, Cleaning & Repair Services Main Agreement and any subsequent on-call agreements as necessary to carry out the scope of the Main Agreement with a cumulative maximum limiting amount not to exceed \$90,000 with M&K Commercial Diving, LLC, subject to the prior review and approval of the City Attorney

Underwater Infrastructure Inspection, Cleaning
& Repair Services BOF Memo packet FINAL.pdf

BOF Checklist_ - Underwater Infrastructure
Services.docx

**5.02 Contract with Vermont State Police for Police Presence in Downtown - Police **WAS AGENDA
ITEM 4.08****

Type: Action

Recommended Action: to approve and authorize the Acting Chief of Police to execute a contract with Vermont State Police for the period Oct 5 □ Nov 5, 2022 for up to a maximum limiting amount of \$69,168, for Police Presence in Downtown

Memo to BOF on Police Presence Downtown
Final.pdf

20221005 City of Burlington and Vermont
State Police High Visibility Patrol Contract -
FINAL.pdf

20221005 FORM DPS 153 - Long Term
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Burlington - Map For VSP.pdf

6. Adjournment

6.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn



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