



July 16, 2018

Board of Finance - Monday, July 16, 2018 at 5:00 p.m. Conference Room 12, City Hall



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

1. Agenda

1.01 Adopt/Amend the Agenda

Type: Action

Recommended Action: Adopt the Agenda



[BOF 7 16 18.WMA](#)

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 June 18, 2018

Type: Action

Recommended Action: Approve the minutes



[BURLbof61818.pdf](#)

3.02 June 25, 2018

Type: Action

Recommended Action: Approve the minutes



[BURLbof62518.pdf](#)

4. Board of Finance Approval



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4.01 Authorization to execute a contract for the purchase of Silva Cells from Deep Root Green Infrastructure, LLC for Great Streets - St. Paul Street Improvement Project - DPW

Type: Action

Recommended Action: To approve Chapin Spencer, Director of Public Works, to execute a contract for the purchase of Silva Cells from Deep Root Green Infrastructure, LLC in the amount of \$86,555.67 with additional authorization for Director Spencer to execute any contract amendments up to the contingency limit of \$5,000 that are necessary for the purchase of materials, which are part of the Great Streets □ St. Paul Street Improvement Project.

BOF Memo GS-St Paul St - Deep Root
Contract Approval FINAL.pdf

BoF_CC_Checklist_DeepRoot_071618.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization to execute Property & Casualty Insurance Renewal for FY19 - C/T

Type: Action

Recommended Action: To recommend that City Council authorize the Chief Administrative Officer, Beth Anderson, to renew and execute the City's FY19 Property and Casualty Liability Insurance contracts as presented for a total premium of \$1,198,268.

CT Request for Approval FY19 Liability
Insurances 07 16 18.pdf

BoF_City Council_Checklist.Insurance
FY19.pdf

COB insurance proposal FY19 from H&B.pdf

Cyber Liability Coverage FY19.pdf

5.02 Authorization to approve Workers' Compensation Contract with Traveler's Insurance Company - HR

Type: Action

Recommended Action: To approve and recommend City Council approval

BOFCC Packet Travelers WC Contract
FY2019.pdf

HR - Workers Compansation Contract with
Travelers Insurance Company FY 2019
(REVISED).pdf

5.03 Authorization to execute the U.S Department of Housing and Urban Development Continuum of Care Grant Agreement - CEDO

Type: Action

Recommended Action: To approve and move to City Council to authorize Neale Lunderville, CEDO Acting Director to execute the U.S Department of Housing and Urban Development (HUD) Continuum of Care Grant Agreement and all documents necessary to accept the funding of \$33,389 from HUD, subject to the review and approval of the City Attorney.

BOF.CC Memo CoC Planning Grant 7.18
Final.pdf

CoC 6.18 BoF_CC_Checklist fillable pdf.pdf

HUD Grant Agreement.pdf



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5.04 Authorization of Department of Corrections Grant Amendment: "Safer Communities" - CEDO

Type: Action

Recommended Action: To recommend to City Council to approve the acceptance of Grant #03520-1363 in the amount of \$300,000 for FY19 and authorize Mayor Miro Weinberger to sign the grant amendment, and all other documents necessary to implement the grant, subject to the review and approval of the City Attorney.

1-Memo to BoF re Safer grant amendment
FY19.pdf

1-Burlington CJC FY19 Amendment.pdf

1-Filled BoF checklist for Safer amendment
FY19.pdf

5.05 Authorization to co-execute a construction contract (in partnership with the City of Winooski) with Daniels Construction for the Winooski Bridge Railing Repair Project - DPW

Type: Action

Recommended Action: 1. To recommend that the City Council authorize Chapin Spencer, Director of Public Works to co-execute a construction contract (in partnership with the City of Winooski) with Daniels Construction in the amount of \$294,250 for the Winooski Bridge Railing Repair Project, and also authorize the use of an additional \$38,974.72 in contingency funds to increase the authorized amount, if needed, for the project. 2. To recommend that the City Council use of VTrans Grant (#BC1747) in the amount of \$175,000 to be paid upfront by the City of Burlington and reimbursed by VTrans, and \$17,500 for the Local Match and additional \$20,000 from CIP, totaling \$175,000 in reimbursable expenses and \$37,500 in unreimbursable expenses from CIP, with a total budget of \$212,500.

1-Memo - Winooski Bridge Repair 071018
FINAL.pdf

1-BoF_CC_Checklist.DanielsWinooskiBridge
71618.pdf

1-Winooski Bridge Budget.pdf

1-Winooski Rail Rehab Bid No. 3 Analysis.pdf

5.06 Authorization to amend Calendar Year 17 Sidewalk & Curb Reconstruction contract and project budget - DPW

Type: Action

Recommended Action: 1. To recommend the City Council authorize Chapin Spencer, Director of Public Works or his designee to use FY19 capital funds to extend SD Ireland Brothers Corporation (SDI) current Calendar Year 17 (CY17) Sidewalk & Curb Reconstruction contract, using the CY17 unit pricing in the amount of \$425,000. Use of these funds, will help start the Calendar Year 18 (CY18) Sidewalk & Curb Reconstruction Project. 2. To recommend the City Council authorize Chapin Spencer, Director of Public Works or his designee to execute a contract amendment with Staff Sterling Management, LLC. for up to an additional \$25,000 for the Calendar Year 17 (CY17) Sidewalk & Curb Reconstruction RE Services as part of the start of the Calendar Year (CY18) Sidewalk & Curb Reconstruction Project.

1-Memo - Contract Amendmet - Amend
Contracts for CY17 Sidewalk RE Services - AT
07.11.18 (RH edits) - Final.pdf

1-1 - Start of CY18 Sidewalk & Curb List.pdf

1-2 - Staff Sterling Amendment.pdf

1-3 - BoF_CC_Checklist CY17 Sidewalk & RE
Services.pdf



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5.07 Authorization to execute contract for Municipal Project Management Services for Champlain Parkway Project - DPW

Type: Action

Recommended Action: To recommend that the City Council authorize Chapin Spencer, Director of Public Works, or his designee, to execute a Contract with DuBois & King for municipal project management services for the Champlain Parkway Project in an amount not to exceed \$197,485.00, subject to the prior review and approval of the City Attorney.

BOF - CC Memo Champlain Parkway - DK
MPM Contract Authorization_Rev.pdf

BoF_CC_Checklist_MPM.pdf

Burlington Champlain MPM proposal
15_june_2018.pdf

5.08 Authorization of reorganization of the Engineering Workgroup - DPW, HR

Type: Action

Recommended Action: To recommend to the City Council to approve (1) the reclassification of two Engineering Technician positions to Associate Public Works Engineers. One position will be as a regular, full-time, non-union, exempt, grade 17 position and the second position will be as a limited service, full-time, non-union, exempt, grade 17 position; (2) the reclassification of Associate Public Works Project Coordinator as a limited service, full-time, non-union, exempt, grade 17 position; and (3) the reassignment of supervisory responsibilities for the Excavation Inspector from City Engineer to Senior Public Works Engineer.

**Modified packet added 2pm on 7/16

Memo_MODIFIED DPW Reclassification of
Two Engineering Technician Positions One
Associate Public Works Proj June 2018 to BoF
(006).pdf

Full packet - Reclassification of Two
Engineering Technician Positions One Associate
Public Works Proj July 2018 to BoF.pdf

5.09 Authorization to approve proposed reimbursement resolutions for Capital Expenditures - School Capital Improvement Bonds - C/T

Type: Action

Recommended Action: To approve and recommend that the City Council approve the attached resolution related to the General Obligation Bonds not to exceed \$5,000,000 for Capital Improvements for the reasons stated in the resolution and the memo from Thomas Melloni Esq. dated July 16, 2018.

2018-07-16_Memo Re_Reibursemetn
Resolution for BSD Bonds_v2.pdf

071618_BoF_City Council_Checklist.fillable
pdf.pdf

Reimbursement Resolution for School District
Bonds FY19.pdf

6. Adjournment

6.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting



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