



June 05, 2017

Board of Finance - Monday, June 5, 2017 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 6 5 17.WMA](#)

2. Public Forum

2.01 Public Forum

Type: Discussion, Information

The public is invited to speak.

3. Minutes

3.01 May 1, 2017

Type: Action, Minutes

Recommended Action: Approve the minutes

 [View Minutes from Board of Finance - Monday, May 1, 2017 at 5:30 p.m. Conference Room 12, City Hall](#)

3.02 May 8, 2017

Type: Action, Minutes

Recommended Action: Approve the minutes

 [View Minutes from Board of Finance - Monday, May 8, 2017 at 5:30 p.m. Conference Room 12, City Hall](#)

3.03 May 15, 2017

Type: Action, Minutes

Recommended Action: Approve the minutes

 [View Minutes from Board of Finance - Monday, May 15, 2017 at 6:40 p.m. Planning and Zoning Conference Room, City Hall](#)



June 05, 2017

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4. Board of Finance Approval

4.01 Authorization to execute contract with Sealcoating Inc. for the FY18 Street Reconstruction - Pavement Preservation project - DPW

Type: Action

Recommended Action: Authorizes Chapin Spencer, Director of Public Works, or designee, to execute any necessary documents with Sealcoating Inc. for up to \$89,991.84; and the use of contingency funds up to an additional \$10,000.00 for the FY18 Street Reconstruction □ Pavement Preservation project to be paid by the Street Capital Paving Budget for a total of \$99,991.84; subject to the prior approval of the City Attorney and CAO, with the additional approval and authorization for any contract amendments up to the contingency limit to be signed by Chapin Spencer, Director of Public Works or his designee, all of which is further subject to and made contingent on the appropriation in the FY 18 Street Capital Budget of an amount necessary to provide this level of funding.

1-Memo - FY18 Pavement Preservation - Sealcoating 05.30.17 Rev1.pdf

2-FY'18 Street Priority List.pdf

3-FY18 Pavement Preservation - Bid Tabulation.pdf

4-BoF_CC_Checklist FY18 Pavement Preservation Project.pdf

5. For Approval and Recommendation to City Council

5.01 Authorization to award contract to Staff Sterling Management, LLC for Sidewalk & Curb Reconstruction Program Inspection Services - DPW

Type: Action

Recommended Action: Approve and authorize Chapin Spencer, Director of Public Works or his designee to execute a construction contract with Staff Sterling Management, LLC. in the amount of \$59,294.00 for the Inspection Services for the Calendar Year (CY17) Sidewalk & Curb Reconstruction Project, subject to the prior approval of the City Attorney, and also authorize the use of an additional \$10,000.00 in contingency funds (16%) to increase the authorized amount if needed for the project, for a total of \$69,294.00, with the additional approval and authorization for any contract amendments up to the contingency limit to be signed by Chapin Spencer, Director of Public Works or his designee, all of which is also subject to and made contingent on the appropriation in the FY 18 CIP Budget of an amount necessary to provide this level of funding.

1-Memo - Contract Award CY17 Inspection Services 05.30.17 Rev1.pdf

2-CY'17 Sidewalk List.pdf

3-BoF_CC_Checklist CY17 Inspection Services.pdf



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5.02 Authorization to award construction contract to SD Ireland Brothers Corporation for Sidewalk & Curb Reconstruction Program - DPW

Type: Action

Recommended Action: To recommend the City Council authorize Chapin Spencer, Director of Public Works or his designee to execute a construction contract with SD Ireland Brothers Corporation (SDI) in the amount of \$1,744,510.00 for the Calendar Year (CY17) Sidewalk & Curb Reconstruction Project, subject to the prior approval of the City Attorney, and also authorize the use of an additional \$175,490.00 in contingency funds (10%) to increase the authorized amount if needed for the project, with the additional approval and authorization for any contract amendments up to the contingency limit to be signed by Chapin Spencer, Director of Public Works or his designee, subject to the review and approval of the City Attorney, for a total of \$1,920,000.00, all of which is also subject to and made contingent on the appropriation in the FY 18 CIP of an amount necessary to provide this level of funding.

 1-Memo - Contract Award CY17 Sidewalk & Curb Reconstruction 05.30.17.pdf

 2-CY'17 Sidewalk List.pdf

 3-CY17 Sidewalk & Curb Reconstruction - Bid Tabulation.pdf

 4-BoF_CC_Checklist CY17 Sidewalk & Curb Reconstruction.pdf

5.03 Authorization to execute retroactive contract authorization amendment for the Pease Lot porous asphalt project - DPW

Type: Action

Recommended Action: To approve of and recommend that the City Council authorize the expenditure of an additional \$19,195.20 in funds from the Stormwater Program's FY 17 budget for the contract with Engineers Construction Inc. for the completion of the previously authorized Pease Parking Lot project and authorize Chapin Spencer, Director of Public Works, or his designee to execute all necessary contract amendments to effectuate the expenditure of those funds.

 Pease Lot Memo to BOF-CC 6-5-17 FINAL.pdf

5.04 Authorization to award contract to Palmieri Roofing for roof replacement at Water Plant and Wastewater Plants - DPW

Type: Action

Recommended Action: Approve and recommend that the City Council approve awarding both Water and Wastewater roof bids to Palmieri Roofing and authorize Chapin Spencer, DPW Director, to execute a contract with Palmieri in the amount of \$183,323 for Water and \$48,796 for Wastewater, with an additional authorization to amend the contract and expend up to 10% contingency funds if contingency funds are needed to complete the project, provided that all these authorizations are contingent on the contract and any amendment thereto having the prior approval of the City Attorney and Chief Administrative Officer. Approve and recommend that the City Council approve and authorize the CAO to approve budget amendments, if necessary, for the purpose of a carry-over of authorized but unexpended FY17 Water and Wastewater capital funds identified in this document.

 palmieri_BOF_CCmemo_052617.pdf

 Water
Waste_Roofs_BoF_CC_Checklist052617.pdf



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5.05 Bike Path Rehabilitation Phase 2 Contract Approvals - Parks

Type: Action

Recommended Action: To recommend to the City Council the authorization of the BPRW Interim Director to execute the contracts (pending legal review) for Burlington Bike Path Rehabilitation Phase 2 Construction in the amount not to exceed \$3,000,000 and approve the supporting budget adjustments from the funding sources to the Parks Special Project Bike Path budget.

20170516 Bike Path Phase 2 Rehabilitation Contract BoF_CC_Checklist.fillable.pdf.pdf

20170516 BOF-CC Memo BP Phase 2 Construction Contracts.pdf

20170512 Munson Earth-Moving Proposal.pdf

20170331 BP 2 100% Plans.pdf

20170331_Pause Places Final Concepts.pdf

5.06 Authorization to execute ArcGIS contract - IT

Type: Action

Recommended Action: Authorize the Chief Innovation Officer to enter into a contract with Esri for a three-year enterprise license agreement beginning July 2017.

BOF CC memo 2017 renewal F.pdf

BoF_CC_Checklist Esri May2017.pdf

IT - Esri Successor Agreement to provide Geographic Information System (GIS) Software.pdf

5.07 Authorization to Accept Federal Aviation Administration Grant for Taxiway Golf, and contract with Pike Industries, Amend Contract with Stantec Consulting Services, and Execute New Contract with Stantec Consulting Services - Airport

Type: Action

Recommended Action: Authorization to Accept Federal Aviation Administration Grant for Taxiway Golf, and contract with Pike Industries, Amend Contract with Stantec Consulting Services, and Execute New Contract with Stantec Consulting Services

1 - Memo Taxiway Golf Construction - Grant.pdf

2 - Pike Taxiway G Bid.pdf

3 - Stantec TW G Design Change Order.pdf

4 - Stantec TW G 1A Construction Admin.pdf

5 - Stantec TW G 1B Construction Admin.pdf

6 - BTV.Resolution.TaxiwayGolf.Draft5.31.17.docx

7 - BoF_CC_Checklist.fillable - Beacon.pdf



June 05, 2017

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**5.08 Authorization to Accept Federal Aviation Administration Grant for Rehabilitating Airport
Rotating Beacon at the Burlington International Airport**

Type: Action

Recommended Action: Authorization to Accept Federal Aviation Administration Grant for Rehabilitating Airport Rotating Beacon at the Burlington International Airport

1 - Memo Rotating Beacon Construction -
Grant.pdf

2 - sf 424 042517.pdf

3 -
BTV.RotatingBeacon.Resolution.Draft.5.30.17.pdf

4 - BoF_CC_Checklist.fillable - Beacon.pdf

**5.09 Authorization to Execute Contract with Stantec Consulting Services, Inc. for Annual
Stormwater Permit Management Services at the Burlington International Airport**

Type: Action

Recommended Action: Authorization to Execute Contract with Stantec Consulting Group for Annual Stormwater Permit Management Services at the Burlington International Airport

1 - Annual Stormwater Contract (Stantec)
Agreement Award Memo updated 20170522.pdf

2 - BTV Stormwater Management Proposal FY
2018 (w_attach) 5-5-2017-signed.pdf

3 - BTV.Stantec.Annual Stormwater
Contract.Resolution.5.22.17.pdf

BoF_CC_Checklist.fillable Stantec UIC
Contract.pdf

5.10 Authorization to execute amendment to the AmeriCorps Formula Grant - CEDO

Type: Action

Recommended Action: To authorize for Noelle Mackay, Director of CEDO to execute an amendment to the AmeriCorps Formula Grant and all documents necessary to accept an additional \$55,000 of funding from the Corporation for National and Community Service through SerVermont.

BoF Communication Acceptance additional
\$55,000 from AHS for AC grant 5 25 17.pdf

BoF Communication BA Cost Share FY17 5
30 17.pdf

BoF and CC acceptance 17.pdf

CEDO Cost Share FY 17 BA BoF_CC.pdf

5.11 Review Monthly Financials as of April 2017 - C/T

Type: Discussion, Information

Apr Financial run 5-31-17.xlsx

5.12 Review Sweep Account Report as of April 2017 - C/T

Type: Discussion, Information

Copy of 04302017_ Sweep Report For
BOF.xlsx



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5.13 Discuss FY18 budget - C/T

Type: Discussion

Recommended Action: approve and recommend city council approval

1 Entire GF budget golden 6-5 BoF.xlsx

2 GF Departmental Analysis golden 6-5 BoF.xlsx

Treasurer - Annual Appropriation and Budget for Fiscal Year Beginning July 1 2017 (Budget) 6-1 (002).pdf

Treasurer - Annual Tax Assessments on the Property Grand List for the Fiscal Year Beginning July 1 2017 (002).pdf

Treasurer - Approving Issuance of Grant Anticipation Notes for Costs of Certain Airport Improvement Projects (GAN) for FY18 (Budget).pdf

Treasurer Authorization for Public Improvement Bonds for Fiscal Year 2018 (Budget).pdf

6. BOF Discussion

6.01 BOF schedule

Type: Discussion, Information

2017-2018 draft cc schedule 050817 LO.pdf

7. Communication

7.01 Communication re: Master Lease Equipment Purchases - DPW

Type: Communication

Communication vehicle purchase memo 6-5-17 (003).pdf

8. Adjournment

8.01 Adjournment

Type: Action

Recommended Action: Adjourn the meeting