



May 18, 2020

Board of Finance Meeting - Monday, May 18, 2020, 5:15 pm, Remote and Virtual Access: The Board of Finance Meeting will be entirely remote and virtual. There are several ways to tune in: 1. CCTV YouTube Channel or on Burlington Telecom Channel 317. <https://>

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1. Agenda

1.01 motion to amend/adopt agenda

Type: Action, Procedural

Recommended Action: motion to amend/adopt agenda

2. Public Forum (Verbal)

2.01 Verbal Comments

Type: Action, Procedural

3. For Approval and Recommendation to City Council

3.01 Authorization to Execute Contract and Amend Budget for Painting and Markings of Runways 15 - 33 and 1 -19 at Burlington International Airport - Airport

Type: Action

Recommended Action: 1. ☐ To approve and recommend to the City Council that the Director of Aviation, Gene Richards, be authorized to execute a contract with JJ Cunningham in the amount \$237,430.00 with a total contingency of 20% or \$284,916.00, subject to the final review and approval by the Office of the City Attorney. ☐ 2. ☐ To approve and recommend to the City Council a budget neutral amendment for \$285,000 to increase the Airport Airfield cost center Repair and Maintenance Line Stripping and Marking Expenditure account, consistent with the associated memorandum. ☐

 1.1 - BOF.CC Memo RW's 15-331-19
PaintingMarkings 5.18.20.docx

 1.2 - RW 15-33 and 1-19 Mark-Paint DRAFT
CONTRACTOR AGREEMENT.pdf

 1.3 - 5.18.20 - BOF CC
Checklist_Airport-PaintAirport.docx

3.02 Authorization to Sign Janitorial Services Contract with Janitech - Airport

Type: Action

Recommended Action: to approve and recommend to the City Council that the Director of Aviation, Gene Richards, be authorized to execute a contract with K Invest Corp, doing business as Janitech, in the amount of \$658,020 for Fiscal Year 2021, \$673,020 for Fiscal Year 2022, and \$688,020 for Fiscal Year 2023, subject to the final review and approval by the Office of the City Attorney

 2.1 - Janitech BOF CC Memo 2020 -
FINAL_5.18.2020.docx

 2.2 - 5.18.20 - BOF CC
Checklist_Airport-Janitech.docx



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3.03 Champlain Parkway - Design Contract Amendment No. 16 with Clough, Harbour & Associates - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute Contract Amendment Number 16 to the contract with Clough Harbour & Associates for engineering design services for the Champlain Parkway project, increasing the total contract amount by \$824,940.96 and the local match obligation by \$16,498.82, subject to review and approval by the City Attorney's Office

 BOF-CC Checklist_CHA Amendment16.pdf

 DPWMemo_CHA Amendment 16.pdf

3.04 Request to Authorize CIO to Renew the Contract for ArcGIS software for three years, for a total of \$115,500 - IT

Type: Action

Recommended Action: to approve and recommend to the City Council that the CIO execute the contract with ESRI for ArcGIS software for a total amount of \$115,500 over three years, subject to final review by the City Attorney's Office

 BoF-CC Checklist (GIS Renewal).pdf

 Esri-BurlingtonVT-Q-412911-20200414-0955 (002).pdf

 GIS Renewal - Council and BoF (Final).pdf

3.05 Master License Agreement between VTrans, VRS and the City for Water Resources Utilities at Home Avenue, Flynn Avenue and College Street - DPW - Water Resources Division

Type: Action

Recommended Action: to recommend the City Council approve and authorize Chapin Spencer, Director of Public Works, to execute the attached Master License Agreement between VTrans, VRS and the City for Water Resources Utilities at Home Ave, Flynn Ave and College Street

 1 - BOF CC 5.18.2020 Memo VTrans Utility Crossing Agreement.DOCX

 2 - VTR-MLA-Burlington DPW (003)-VRS Signed.pdf

 BOF CC Checklist_Nov2019_VTrans Utility Crossing Agreement.docx

3.06 Approve Pledging The Credit Of The City In Anticipation Of The Receipt Of Revenue From The Electric Department - C/T

Type: Action

Recommended Action: to recommend that the City Council approve the attached resolution

 Treasurer – BED – Approval to Pledge the Credit of the City in Anticipation of Receipt of Revenue.pdf

 1_Checklist_BED Revenue Anticipation Note.docx

 1_Memo BED RAN-ESW edits (002) +jsj +RG+ FINAL.docx



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4. Communications

4.01 Calendar For FY21 Budget Process - C/T

Type: Communication, Information

 Calendar for FY21 Budget Final.pdf

4.02 Sweep Report for April 2020 - C/T This report was removed from the Agenda.

Type: Communication, Information

 10 - 04302020_ Sweep Report.xlsx.pdf

5. Adjournment

5.01 Adjournment

Type: Action, Procedural

Recommended Action: motion to adjourn