



March 22, 2021

Board of Finance Meeting, Monday, March 22, 2021, 5:30 pm **VIRTUAL MEETING**

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1. Agenda

1.01 Motion to adopt agenda

Type: Action, Procedural

Recommended Action: motion to adopt agenda

2. Public Forum (Verbal)

2.01 Verbal CommentNo public Speakers

Type: Action, Information, Procedural

3. Consent Agenda

3.01 March 8, 2021 Board of Finance Minutes, Draft

Type: Action (Consent), Information, Minutes

Recommended Action: approve the minutes

 [View Minutes from Board of Finance Meeting, Monday, March 8, 2021, 5:30 pm **VIRTUAL MEETING**](#)

4. For Approval and Recommendation to City Council

4.01 Approving Funds For City's First Annual Juneteenth Celebration - REIB

Type: Action

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

 REIB - Approving Funds for the City's First Annual Juneteenth Celebration (2).pdf

 DRAFT Juneteenth Budget.xlsx

 Juneteenth Celebration CCBof.pdf

 Juneteenth Schedule as of 2.11.21.pdf



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4.02 Continued Creation Of Tiered Progression Program For Union Positions - Burlington Electric Department - BED/HR

Type: Action

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

HR - BED - Continued Creation of Tiered Progression Program for Union Positions.pdf

Tiering Packet 3 15 21 R.pdf

4.03 Corrected Retroactive Pay For Two Reclassified Department Of Public Works Employees - DPW/HR

Type: Action

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

HR - DPW - Corrected Retroactive Pay for Two Reclassified DPW Employees.pdf

DPW Retroactive Pay Request 03.22.21.docx

4.04 Bay State Elevator Company/Otis Elevator contract - DPW

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Parks, Recreation, and Waterfront to sign a contract with Otis Elevator Company, doing business as Bay State Elevator Company, in the amount from \$148,493.00 with a contingency of \$14,849 for a total amount not to exceed \$163,342.00 for the modernization of the elevator in the Fletcher Free Library, subject to final review and approval by the City Attorney's Office

BoF-CC memo contract Bay State Elevator Otis Elevator 3-22-21.pdf

BOF CC Checklist Baystate Elevator contract 3-22-21.pdf

4.05 Construction Engineering Amendment for Wastewater Disinfection Improvements - DPW - Water Resources

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of the Department of Public Works to execute a second amendment to the Agreement with Wright Pierce for Construction Engineering of the Disinfection Improvements to increase the scope of work, work schedule, and the maximum limiting amount by \$65,000 to \$475,100, subject to the final review and approval of the City Attorney's Office

BOF CC Memo 3.22.2021 Disinfection Construction Engineering Amendment.pdf

BOF CC Checklist_Disinfection Construction Engineering Amendment.docx



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4.06 Authorization For \$64,000 STEP II and \$1,196,000 STEP III Loans From Vermont Clean Water State Revolving Fund And Engineering Services Contract With Vanasse Hangen Brustlin, Inc. For \$100,000 For The Manhattan Stormwater Outfall Rehabilitation Project - DPW - Water Resources

Type: Action

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

DPW - Authorization for \$64,000 & \$1,196,000 Loans from VT CWSRF & Engineering Contract with VHB - Manhattan Stormwater Outfall_Final Draft (002).pdf

1 - BOF CC Memo Manhattan Outfalls Final Design and Construction Loan_Final Draft.pdf

0 - BOF CC Checklist Manhattan Outfalls.pdf

4.07 Authorization to Execute First Amendment to Contract with Wind River Environmental, LLC for Catch Basin Cleaning Services - DPW - Water Resources

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Public Works to execute an amendment to the contract with Wind River Environmental, LLC for catch basin cleaning services to increase the scope of services and the maximum limiting amount from \$68,975 to \$132,674.85

First Amendment to CB Contract BOF-CC Memo_Final_3-15-2021.pdf

CB Contractor Amendment BoF_City Council_Checklist_3-15-2021.pdf

4.08 Work Assignment Agreement #6 with Utility Services Co., Inc. for Design of Cell Antenna Corral for Redstone Tank - DPW - Water Resources

Type: Action

Recommended Action: to approve and recommend that the City Council authorize Chapin Spencer, Director of the Department of Public Works, to execute a work assignment agreement with Utility Services Co. Inc. in an amount not to exceed \$15,000 for Design of a Cell Antenna Corral on the Redstone Tank, subject to the final review and approval of the City Attorney's Office

1 - BOF CC Memo 3.22.2021 WAA6 Design Redstone Tank Cell Antenna Corral_Final.pdf

0 - BOF CC Checklist Redstone Corral Design.pdf

4.09 Request to Approve Execution of an Agreement for Construction of the Chamberlin School HVAC Upgrade with Engelberth Construction, Inc. - Airport

Type: Action

Recommended Action: to approve and recommend that the City Council authorize the Director of Aviation to execute a contract with Engelberth Construction, Inc. for the Chamberlin School HVAC Upgrade construction services in the amount of up to \$1,650,912.00, plus an additional \$247,637.00 (15%) contingency, for a total amount of up to \$1,898,549.00, subject to final review and approval by the City Attorney's Office

1 - 20210322 Chamberlin HVAC ECI Contract AC- BOF-CC Memo.docx

1 - Checklist - Airport - BOF CC -Chamberlin HVAC ECI Contract.docx



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4.10 City Council Initiatives Fund Reimbursement Request: \$556.40 - Ali Dieng, Ward 7 City Councilor

Type: Action

Recommended Action: to recommend to the Council that it approve a reimbursement to Councilor Ali Dieng in the amount of \$556.40 from the Council Initiatives Fund for the rental of a dumpster to clean up the Lori Lane neighborhood in October 2020

Approved payment.png

Full dumpster Lori lane.jpg

Request of Riembursment from City Council Initiative Funds .pdf

Quote_255440_Damage_Waiver.pdf

5. Board of Finance Approval Only

5.01 Contract with Polli Construction Company for repairs to municipal buildings due to Halloween event 2019 - DPW

Type: Action

Recommended Action: to authorize the Director of the Department of Parks, Recreation & Waterfront to execute a contract with Polli Construction Company in an amount up of \$84,045.00, with a 10% contingency of \$8,404.00, totaling up to \$92,449.00, for repairs to City Facilities related to the 2019 Halloween event, subject to final review and approval by the City Attorney's Office

BoF memo contract Polli Construction FEMA disaster 3-22-21.pdf

BOF CC Checklist Polli contract 3-22-21.pdf

6. Communication Regarding Update on Federal Money

6.01 Update on Federal Money - CAO

Type: Communication, Information

Federal Money PPT 03.22.21 FINAL.pdf

7. Adjournment

7.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn