



February 27, 2023

Board of Finance Meeting, Monday, February 27, 2023, 5:30 pm **Bushor Conference Room, 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

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 Board of Finance Meeting Minutes, February 13, 2023, Draft

Type: Action (Consent), Information, Minutes

Recommended Action: approve the minutes

 View Minutes from Board of Finance Meeting, Monday, February 13, 2023, 5:00 pm **Bushor Conference Room, 1st Floor, City Hall

3.02 Authorization to accept grant funds for the operation of the Extreme Cold Weather Shelter - CEDO

Type: Action (Consent)

Recommended Action: to approve and recommend that the City Council approve the acceptance of grant funds in the amount of \$12,000 from the State of Vermont Housing and Opportunities Program for the operations of the Extreme Cold Weather Shelter and authorize the Director of the Community and Economic Development Office to execute all documents necessary to accept the funding for the period through June 30, 2023, including retroactive approval for the period from February 2, 2023 to present, subject to the final review and approval of the City Attorney's Office

 ExtremeColdShelter BoF-CC Memo
02-14-2023.docx

 ExtremeColdShelter BoF-CC Checklist
02-14-2023.docx



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3.03 2023 VTRANS Highway Mileage Certificate Acceptance - DPW

Type: Action (Consent)

Recommended Action: to approve and recommend that the City Council accept the recorded mileage for the City of Burlington with the Vermont Agency of Transportation in the 2023 Highway Mileage Certificate, and authorize Chapin Spencer, Director of Public Works, to execute the certificate on behalf of City Council

MEMO-2023 Highway Mileage Cert FINAL.pdf

MileageCertificate_BURLINGTON_2023.pdf

BOF CC Checklist 2023.docx

4. Communication

4.01 \$1 Million ARPA Targeted Non-Profit Grants - Business and Workforce Development

Type: Communication, Information

BOF Communication_ARPA Non-Profit
Grants_27FEB23_Awardees.pdf

5. For Approval and Recommendation to the City Council

5.01 ARPA Funds for Addressing Acute Homelessness Crisis Budget Amendment - CEDO

Type: Action

Recommended Action: to approve and recommend that the City Council approve and authorize the City's Chief Administrative Officer or their designee, to execute a budget neutral amendment to the ARPA funds allocated for addressing the acute homelessness crisis so as to increase the Shelter Community Capital budget by \$509,787.00 to a total of \$1,618,787.00; reduce the Shelter Community Operating Budget by \$253,787.00 to a total of \$326,213.00 and decrease the Community Resource Center Operating Budget by \$256,000.00 for a total of \$220,000.00

Memo ARPA Addresssing Acute
Homelessness Budget Adjustment.pdf

2022.0207SignedResolution.pdf

BOF CC Checklist ARPA Budget Amentment
022023.docx



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

Type: Action

Recommended Action: To approve and recommend that the City Council approve and authorize the Director of the Community and Economic Development Office to execute all necessary change orders with KBS Builders and 2nd Gen Builders for development of the Elmwood Emergency Shelter Community, pursuant to previously earmarked ARPA funds and in accordance with the following chart, having also received final review and approval by the City Attorney's Office :Summary of Contract ChangesPreviously Approved Maximum Limiting AmountsUpdated Maximum Limiting Amounts DeltaCM 2nd Gen Builders 522,533 567,885 45,352 Modular KBS Builders 408,048 363,111 (45,352) Total 930,996 930,996 0

Memo - Elmwood Shelter Contracts Update
02212023.pdf

BOF CC Checklist Elmwood Contract Update
022023.docx

PreviousContractApprovals.pdf

5.03 Queen City Park Road Sidepath VTrans Grant Cooperative Agreement (CA0727) - DPW

Type: Action

Recommended Action: 1. To approve and recommend that the City Council authorize the Director of Public Works to execute the Cooperative Agreement from the Vermont Agency of Transportation to accept a grant amount of \$828,000, with project costs to be paid upfront by the City of Burlington and then reimbursed by the Vermont Agency of Transportation , with a local match of \$207,000 in City funds (20%), for a total project budget of \$1,035,000; subject to approval by the City Attorney's Office and Chief Administrative Officer. 2. To approve and recommend that the City Council accept the recommendation of the Capital Committee and approve the creation of the QCPR Sidepath Project Budget for Fiscal year 2023 for use of Capital funds, as described in the affiliated memorandum and attachments , and subject to the review and approval of the Chief Administrative Officer. 3. To approve and recommend that the City Council approve the use of the VTrans At-the-Ready process for Professional Design Consultant Procurement and thereby waive any conflicting requirements of the City's Procurement Policy, subject to review and approval of the City Attorney's Office and Chief Administrative Officer .

Memo - BOF QCPR Sidepath 2.27.23.pdf

QCPR Grant Acceptance BOF CC Checklist
2.27.23.pdf

**5.04 Authorization to Execute Lease Amendment No. 2 to the General Services Administration
(GSA) Lease - Airport**

Type: Action

Recommended Action: to approve and recommend to the City Council that the Mayor of Burlington, Miro Weinberger, be authorized to execute amendment No. 2 to the Lease Agreement with GSA, subject to the final review and approval by the Office of the City Attorney

020723 - BOF-CC- GSA Amedment2
Memo.pdf

1- Checklist - Airport -GSA Lease Amendment
2.docx

LA#2 New Space Change.pdf



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5.05 Request to accept a Federal Aviation Administration Grant for Construction of Taxiway A Mill and Overlay - Additive Alternate and Execute Increased Contracts for Construction with SD Ireland Construction and Related Engineering and Inspection Services with McFarland-Johnson Consulting, 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 to accept an amount up to \$1,265,076.00, with a 15% contingency, totaling up to \$1,454,837.40. As allowed under the grant, for the construction of Taxiway A's Mill and Overlay and Additive Alternate, 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 to execute contracts with SD Ireland Construction in a cumulative amount of up to up to \$3,984,562.00 with a 15% contingency totaling up to \$4,582,246.00. As allowed by the grant, for the construction of Taxiway A's Mill and Overlay with the Additive Alternate, 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 to execute contracts with McFarland-Johnson Consulting, Inc. in a cumulative amount of up to \$573,168.85 with a 15% contingency totaling up to \$659,144.18, for construction oversight of the Taxiway A Rehabilitation. As allowed by the grant for construction oversight of the for the construction of Taxiway A's Mill and Overlay, subject to review and approval of the City Attorney's Office. ☐

 20230230 Taxiway A Mill and Overlay Add Alt Grant Accept and MJ-SDI Contract increases Accept AC-BOF-CC Memo_v2 KSC_2.6.23.pdf

 2 - Checklist - Airport - Taxiway A Mill and Overlay Grant Acceptances and Contract Increases.docx

6. Board of Finance Approval Only

6.01 Authorization to Execute Contract with Nelson\Nygaard Consulting Associates, Inc. for Citywide Transportation Options Study - Planning

Type: Action

Recommended Action: move to approve and authorize the Director of Planning to execute the contract with Nelson\Nygaard for the Citywide Transportation Options Study with an expenditure of up to \$94,885 from the Department's Professional & Consulting Services line, subject to review and approval of the City Attorney's Office

 NN_BOF Contract Memo_20230221.pdf

 BOF CC Checklist_TDMStudy.docx

7. Adjournment

7.01 Motion to adjourn

Type: Action, Procedural

Recommended Action: motion to adjourn