

CITY OF SALISBURY, MARYLAND

REGULAR MEETING

AUGUST 26, 2019

PUBLIC OFFICIALS PRESENT

*Council President John “Jack” R. Heath
Councilwoman Angela M. Blake
Councilwoman April Jackson*

*Council Vice-President Muir Boda
Councilman James Ireton, Jr.*

PUBLIC OFFICIALS NOT PRESENT

Mayor Jacob R. Day

IN ATTENDANCE

City Administrator Julia Glanz, Senior Buyer Michael Lowe, Department of Infrastructure and Development Director Amanda Pollack, Field Operations Assistant Director Bill Sterling, Finance Director Keith Cordrey, Fire Chief John Tull, City Clerk Kim Nichols, Associate Attorney Peter Golba, Delegate Carl Anderton, and interested citizens.

CITY INVOCATION – PLEDGE OF ALLEGIANCE

The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President John R. “Jack” Heath called the meeting to order and invited Rev. Christopher LaBarge of St. Francis de Sales Church to the podium to deliver the City Invocation, followed by the Pledge of Allegiance to the flag of the United States of America.

ADOPTION OF LEGISLATIVE AGENDA

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve the legislative agenda as presented.

CONSENT AGENDA – presented by City Clerk Kim Nichols

The Consent Agenda, consisting of the following items, was unanimously approved on a motion and seconded by Mr. Ireton and Ms. Jackson, respectively:

- **August 12, 2019 Council Meeting Minutes**

AWARD OF BIDS – presented by Senior Buyer Michael Lowe

The Award of Bids, consisting of the following items, was unanimously approved on a motion by Mr. Ireton that was seconded by Ms. Blake.

- ITB 20-105 HV507 Dump Truck \$122,108.00
- Award of Bid, RFP 19-105 457(b) Plan Administration \$26,767.00
*multi-year award
- Award of Bid, RFP 19-101, Electronic Bill and Payment Processing \$20,000.00 est.
*multi-year award

Finance Director Keith Cordrey was asked to approach the podium to discuss the capabilities of the new Electronic Bill and Payment Processing software.

RESOLUTIONS – presented by Deputy City Administrator Andy Kitzrow

- **Resolution No. 2967-** proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the southerly Corporate Limit of the City of Salisbury to be known as “Johnson Road-Dirk Widdowson Annexation” beginning for the same at a point being South from a corner of the existing Corporate Limit of the City of Salisbury and also being on the westerly line of and near the northwesterly corner of the lands of Dirk Widdowson located at 927 Johnson Road continuing around the perimeter of the affected property to the point of beginning

Mr. Boda moved, Ms. Blake seconded, and the vote was unanimous to approve Resolution No. 2967.

Mr. Kitzrow stated the Public Hearing would be held on September 23, 2019 at 6:00 p.m.

- **Resolution No. 2968-** to adopt an annexation plan for a certain area of land contiguous to and binding upon the southerly Corporate Limit of the City of Salisbury to be known as “Johnson Road-Dirk Widdowson Annexation” beginning for the same at a point being South from a corner of the existing Corporate Limit of the City of Salisbury and also being on the westerly line of and near the northwesterly corner of the lands of Dirk Widdowson located at 927 Johnson Road continuing around the perimeter of the affected property to the point of beginning

Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous to approve Resolution No. 2968.

Mr. Kitzrow stated the Public Hearing would be held on September 23, 2019 at 6:00 p.m. and noted the exhibits in the packet marked A should have been marked B, and vice-versa.

ORDINANCES – presented by Associate Attorney Peter Golba

- **Ordinance No. 2552-** 2nd reading - approving an amendment of the FY2020 Budget to appropriate a developer contribution for street lighting improvements

Mr. Boda moved, Mr. Ireton seconded, and the vote was 4-1 to approve Ordinance No. 2552 for second reading. President Heath voted “nay.”

- **Ordinance No. 2553**- 2nd reading- approving an amendment of the FY20 Budget to appropriate funds for street resurfacing and concrete repair

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2553 for second reading.

- **Ordinance No. 2554**- 2nd reading- to authorize and empower City of Salisbury to issue and sell one or more series of (1)(a) General Obligation Bonds and (b) General Obligation Bond anticipation notes, each in an original aggregate principal amount not to exceed \$12,482,977

Ms. Blake moved, Mr. Ireton seconded, and the vote was unanimous to approve Ordinance No. 2554 for second reading.

- **Ordinance No. 2555**- 2nd reading- authorizing the mayor to enter into a contract with the Governor's Office of Crime Control and Prevention for the purpose of accepting Maryland Criminal Intelligence Network grant funds in the amount of \$369,924 and approving an amendment to the FY 2020 Grant Fund Budget to appropriate funds for the Salisbury FY20 MCIN Program

Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance No. 2555 for second reading.

- **Ordinance No. 2556**- 2nd reading- to amend the Municipal Code, Title 5-Business Licenses and Regulations, Chapter 5.04-Commercial District Management Authority; Chapter 5.32-Transient Merchants and Mobile Vendors; Chapter 5.44-Plays, Concerts and Circuses; and Chapter 5.52-Restaurants in connection with adding City Fire Marshal inspection and approval requirements to ensure compliance with the City Fire Prevention Code

Mr. Ireton moved and Ms. Jackson seconded to approve Ordinance No. 2556 for second reading.

Mr. Boda moved to amend Ordinance No. 2556 by the following:

- *Strike the entire section COMMERCIAL DISTRICT MANAGEMENT AUTHORITY beginning on Line 44 through Line 246*

Ms. Blake seconded the motion, and the vote was unanimous.

Ordinance No. 2556 for second reading, as amended, was approved by unanimous vote in favor.

- **Ordinance No. 2557**- 1st reading- authorizing the mayor to enter into a memorandum of understanding with the Wicomico County Health Department and approving a budget

amendment of the FY2020 General Fund Budget to appropriate funds received from the Wicomico County Health Department in the amount of \$10,000

Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous to approve Ordinance No. 2557 for first reading.

- **Ordinance No. 2558**- 1st reading- to amend Chapter 12.20 Chesapeake Bay Critical Area Natural Resources Program, Sections .010.a., .010.b., .010.c., .020.a., .110.a., .110.b., .120.b., .102.b.50., .120.b.92., .140.a.2.d., .190.b., .260.c., .270.b., .280.a.1., .290.d., .300.a., .310.a., .320, .350.c.5., .410.b., .530 and .530.e. of the Salisbury Municipal Code by deleting the references to the Department of Planning, Zoning and Community Development and replacing with the Department of Infrastructure and Development, correcting references to COMAR and by adding Article XIX, Section .540 to add a section for Fees and Costs

Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2558 for first reading.

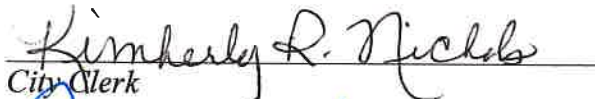
COUNCIL COMMENTS

President Heath welcomed Delegate Carl Anderton to the meeting.

Ms. Jackson announced Josh Copeland did not win Sunday's Best, but said he was Salisbury's Best! Although he placed second to winner Melvin Crispell, Mr. Copeland had a bright future in the Gospel Ministry. She thanked him for participating and for making Salisbury proud!

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:49 p.m.


City Clerk


Council President



City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA – Award of Bids

August 26, 2019

- | | |
|---|-------------------|
| 1. Award of Bid
ITB 20-105 HV507 Dump Truck | \$ 122,108.00 |
| 2. Award of Bid
RFP 19-105 457(b) Plan Administration
*multi-year award | \$ 26,767.00 |
| 3. Award of Bid
RFP 19-101 Electronic Bill and Payment Processing
*multi-year award | \$ 20,000.00 est. |



City of
Salisbury
Jacob R. Day, Mayor

To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: August 26, 2019
Subject: Award of Bid
Contract ITB 20-105 Dump Truck

The Department of Procurement received a request from the Department of Field Operations to purchase a dump truck with snow plow (cab, chassis and body) through Baylor, Inc (DBA International of Delmarva), utilizing a cooperative purchasing contract issued by the State of Delaware.

Per Section SC 16-3 "General Policy of Competitive Bidding, Exceptions" of the City of Salisbury Charter, competitive bidding procedures performed by the City of Salisbury are not necessary or appropriate in the following circumstance:

"(9) Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract."

This Charter designation, therefore, allows the City of Salisbury to participate in competitive solicitations issued and awarded by other governmental entities such as the State of Delaware. Contract GSS-16617 Heavy Duty Trucks, was issued as a Request for Proposals on February 23, 2016, by the State of Delaware, for the purpose of identifying a vendor(s) and executing a contract to purchase multiple types of Heavy Duty Trucks. As a publicly competed contract, this contract was then made available for use by other states and governmental entities through a participating addendum. After verifying the contract pricing, terms and conditions, the City of Salisbury Department of Procurement sought and received approval from the State of Delaware Director of Government Support Services to participate in the aforementioned contract.

There are sufficient funds in account 97030-577025-48054 (PayGo-Vehicles-HV507 Dump Truck) to purchase the requested truck. The expected delivery will be May 2020.

The Procurement Department requests Council's approval to award Contract ITB 20-105 to International of Delmarva, in the amount of \$122,108.00 (quote attached).

Prepared For:

CITY OF SALISBURY
Ben Baker
North Division St and Route
SALISBURY, MD 21801(410)548
- 3177

Presented By:

INTL OF DELMARVA
Beth Brittingham
PO BOX 2135
SALISBURY MD 218022135
410-546-1122

Reference ID: N/A

Thank you for the opportunity to assist you with your new truck requirements. I look forward to working together to provide you the right truck to to exceed all expectations. Attached, you will find the specifications for your review. Please look these over closely and feel free to contact me with any questions or changes. I appreciate the opportunity to earn your business.

Sincerely,

Beth Brittingham
Sales Manager
INTERNATIONAL OF DELMARVA
EASTON TRUCK CENTER
(410) 310-9169

Model Profile
2020 HV507 SFA (HV507)

AXLE CONFIG:	4X2
APPLICATION:	Flat Dump
MISSION:	Requested GVWR: 35000. Calc. GVWR: 36220 Calc. Start / Grade Ability: 41.08% / 3.13% @ 55 MPH Calc. Geared Speed: 67.5 MPH
DIMENSION:	Wheelbase: 197.00, CA: 122.00, Axle to Frame: 77.00
ENGINE, DIESEL:	{Cummins L9 300} EPA 2017, 300HP @ 2000 RPM, 860 lb-ft Torque @ 1300 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 3500 RDS} 5th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity
AXLE, REAR, SINGLE:	{Dana Spicer S23-190} Single Reduction, Hypoid Gearing, 23,000-lb Capacity, R Wheel Ends Gear Ratio: 5.25
CAB:	Conventional, Day Cab
TIRE, FRONT:	(2) 11R22.5 Load Range H ENDURANCE RSA (GOODYEAR), 496 rev/mile, 75 MPH, All-Position
TIRE, REAR:	(4) 11R22.5 Load Range G G622 RSD (GOODYEAR), 497 rev/mile, 75 MPH, Drive
SUSPENSION, REAR, SINGLE:	23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs
FRAME REINFORCEMENT:	Outer "C" Channel, Heat Treated Alloy Steel (120,000 PSI Yield); 10.813" x 3.892" x 0.312"; (274.6mm x 98.9mm x 8.0mm); 480.0" (12192mm) Maximum OAL
PAINT:	Cab schematic 100WK Location 1: 9219, Winter White (Std) Chassis schematic N/A

Base Chassis, Model HV507 SFA with 197.00 Wheelbase, 122.00 CA, and 77.00 Axle to Frame.

AXLE CONFIGURATION {Navistar} 4x2

Notes

: Pricing may change if axle configuration is changed.

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.125" x 3.580" x 0.312" (257.2mm x 90.9mm x 8.0mm); 480.0" (12192) Maximum OAL

FRAME REINFORCEMENT Outer "C" Channel, Heat Treated Alloy Steel (120,000 PSI Yield); 10.813" x 3.892" x 0.312"; (274.6mm x 98.9mm x 8.0mm); 480.0" (12192mm) Maximum OAL

LICENSE PLATE HOLDER Single Plate, Swing Type, Mounted Below Front Bumper

Description

BUMPER, FRONT Swept Back, Steel, Heavy Duty

WHEELBASE RANGE 197" (500cm) Through and Including 264" (670cm)

AXLE, FRONT NON-DRIVING {Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity

SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 14,000-lb Capacity, with Shock Absorbers

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

Includes

: BRAKE LINES Color and Size Coded Nylon

: DRAIN VALVE Twist-Type

: GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster

: PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel

: QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4

: SLACK ADJUSTERS, FRONT Automatic (with Air Cam Brakes)

: SLACK ADJUSTERS, REAR Automatic (with Air Cam Brakes)

: SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6

DRAIN VALVE {Berg} with Pull Chain, for Air Tank

AIR BRAKE ABS {Bendix AntiLock Brake System} Full Vehicle Wheel Control System (4-Channel)

AIR DRYER {Bendix AD-9} with Heater

BRAKE CHAMBERS, FRONT AXLE {Bendix} 20 SqIn

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 Spring Brake

BRAKES, FRONT, AIR CAM S-Cam; 16.5" x 5.0"; Includes 20 Sq. In. Long Stroke Brake Chambers

BRAKES, REAR, AIR CAM S-Cam; 16.5" x 7.0"; Includes 30/30 Sq.In. Long Stroke Brake Chamber and Spring Actuated Parking Brake

AIR COMPRESSOR {Cummins} 18.7 CFM

AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab

AIR TANK LOCATION (2) : One Mounted Under Each Frame Rail, Front of Rear Suspension, Parallel to Rail

STEERING COLUMN Tilting

STEERING WHEEL 4-Spoke; 18" Dia., Black

STEERING GEAR {Sheppard M100} Power

AFTERTREATMENT COVER Aluminum

EXHAUST SYSTEM Single, Horizontal Aftertreatment Device, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab

TAIL PIPE (1) Tumbuck Type

EXHAUST HEIGHT 10' 11"

MUFFLER/TAIL PIPE GUARD (1) Aluminum

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab

: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel

: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever

: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light

: STARTER SWITCH Electric, Key Operated

: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector

Description

: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature
: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever
: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted
: WIRING, CHASSIS Color Coded and Continuously Numbered

CIGAR LIGHTER Includes Ash Cup

HORN, ELECTRIC (2) Disc Style

POWER SOURCE Cigar Type Receptacle without Plug and Cord

ALTERNATOR {Leece-Neville AV1160P2013} Brush Type; 12 Volt 160 Amp. Capacity, Pad Mount, with Remote Sense

BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn

ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket

BATTERY SYSTEM {JCI} Maintenance-Free, (3) 12-Volt 2100CCA Total, Top Threaded Stud

2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab

RADIO AM/FM/WB/Clock/Bluetooth/USB Input/3.5MM Auxiliary Input, MP3, Apple Device Play & Control, Bluetooth for Phone & Music

SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars

BACK-UP ALARM Electric, 102 dBA

AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications

SWITCH, AUXILIARY Accessory Control; for Wiring in Roof, with Maximum of 20 amp Load with Switches In Instrument Panel

BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Left Side Back of Cab

JUMP START STUD Remote Mounted

WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time

CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights

HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn on if Windshield Wipers are turned on

STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt; less Thermal Over-Crank Protection

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender

HORN, AIR Black, Single Trumpet, with Lanyard Pull Cord

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

GRILLE Stationary, Chrome

Description

FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV

PAINT SCHEMATIC, PT-1 Single Color, Design 100

Includes

: PAINT SCHEMATIC ID LETTERS "WK"

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

PROMOTIONAL PACKAGE Government Silver Package

SAFETY TRIANGLES

CLUTCH Omit Item (Clutch & Control)

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE 120V/1000W, for Cummins ISB/B6.7/ISL/L9 Engines

Includes

: BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door

ENGINE, DIESEL (Cummins L9 300) EPA 2017, 300HP @ 2000 RPM, 860 lb-ft Torque @ 1300 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)

FAN DRIVE (Horton Drivemaster) Direct Drive Type, Two Speed with Residual Torque Device for Disengaged Fan Speed

Includes

: FAN Nylon

RADIATOR Cross Flow, Series System; 1228 SqIn Aluminum Radiator Core with Internal Water to Oil Transmission Cooler and 1167 In Charge Air Cooler

Includes

: DEAERATION SYSTEM with Surge Tank

: HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps

: RADIATOR HOSES Premium, Rubber

AIR CLEANER Single Element, with Integral Snow Valve and In-Cab Control

FEDERAL EMISSIONS (Cummins L9) EPA, OBD and GHG Certified for Calendar Year 2019

THROTTLE, HAND CONTROL Engine Speed Control for PTO; Electronic, Stationary Pre-Set, Two Speed Settings; Mounted on Steering Wheel

EMISSION COMPLIANCE Low NOx Idle Engine, Complies with California Clean Air Regulations; Includes "Certified Clean Idle" Decal located on Driver Door

ENGINE CONTROL, REMOTE MOUNTED Provision for; Includes Wiring for Body Builder Installation of PTO Controls; with Ignition Switch Control for Cummins ISB/B6.7 or ISL/L9 Engines

TRANSMISSION, AUTOMATIC (Allison 3500 RDS) 5th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway

TRANSMISSION SHIFT CONTROL for Column Mounted Stalk Shifter

TRANSMISSION OIL Synthetic; 29 thru 42 Pints

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS); General Purpose Trucks, Construction

SHIFT CONTROL PARAMETERS Allison 3000 or 4000 Series Transmissions, 5th Generation Controls, Performance Programming

PTO LOCATION Customer Intends to Install PTO at Left Side of Transmission

AXLE, REAR, SINGLE (Dana Spicer S23-190) Single Reduction, Hypoid Gearing, 23,000-lb Capacity, R Wheel Ends . Gear Ratio: 5.25

Description

SUSPENSION, REAR, SINGLE 23,500-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Rubber Springs

AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 30 thru 39.99 Pints

FUELWATER SEPARATOR {Racor 400 Series,} with Primer Pump, Includes Water-in-Fuel Sensor

LOCATION FUELWATER SEPARATOR Mounted Outside Left Rail, 8" Back of Cab

FUEL TANK Top Draw, Polished Aluminum, D-Style, 19" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab

DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab

CAB Conventional, Day Cab

AIR CONDITIONER with Integral Heater and Defroster

GAUGE CLUSTER Base Level; English with English Speedometer and Tachometer, for Air Brake Chassis, Includes Engine Coolant Temperature, Primary and Secondary Air Pressure, Fuel and DEF Gauges, Oil Pressure Gauge, Includes 3 Inch Monochromatic Text Display

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust

SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Vinyl

MIRRORS (2) C-Loop, Heated, Bright Heads, Black Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width

Notes

: Mirror Dimensions are Rounded to the Nearest 0.5"

MIRROR, CONVEX, LOOK DOWN Right Side, Bright, 6" x 10.5"

CAB INTERIOR TRIM Classic, for Day Cab

Includes

: CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger

: DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted

: SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap

WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature

FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood

CAB REAR SUSPENSION Air Bag Type

INSTRUMENT PANEL Flat Panel

COWL TRAY LID

ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab

WHEEL, SPARE, DISC {Maxion 10049} 22.5x8.25 Rims, Painted Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, with .490" Thick Increased Capacity Disc

WHEELS, FRONT {Maxion 10049} DISC; 22.5x8.25 Rims, Painted Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .490" Thick Increased Capacity Disc and Steel Hubs

WHEELS, REAR {Maxion 10049} DUAL DISC; 22.5x8.25 Rims, Painted Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .490" Thick Increased Capacity Disc and Steel Hubs

Description

PAINT IDENTITY, FRONT WHEELS Disc Front Wheels; with Vendor Applied White Powder Coat Paint

PAINT IDENTITY, REAR WHEELS Disc Rear Wheels; with Vendor Applied White Powder Coat Paint

WHEEL BEARING, FRONT, LUBE {EmGard FE-75W-90} Synthetic Oil

(4) TIRE, REAR 11R22.5 Load Range G G622 RSD (GOODYEAR), 497 rev/mile, 75 MPH, Drive

(2) TIRE, FRONT 11R22.5 Load Range H ENDURANCE RSA (GOODYEAR), 496 rev/mile, 75 MPH, All-Position

Services Section:

WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A

SERVICES, TOWING {Navistar} Service Call to 12-Month/Unlimited Mileage to the Nearest Navistar Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident

SRV CONTRACT, EXT CMS ENG/AFTR {Cummins} To 60-Month/100,000 Miles (160,000 km), Extended Cummins L9 Engine Coverage, Protection Plan 1 and Aftertreatment

Allison 5 year extended Transmission warranty

Cummins Insight one year subscription and adapter cable to be used with existing Lap top Computer

16' Godwin Dump, 30" Metal Sides w/Good Roads 120M 10'x36" Snow Plow, see specs dated 5/13/2019 w/air tailgate

Financial Summary
2020 HV507 SFA (HV507)

(US DOLLAR)

<u>Description</u>	<u>Price</u>
Net Sales Price:	\$122,108.00

Pricing Per Deldot Tack On to Contract GSS-16617-Heavy_Truck, expires 8/31/2019

Please review these specifications closely and contact me with any questions or changes you would like to make. We are confident you will appreciate the quality and durability of the International product. Sincerely,

Beth Brittingham
Sales Manager
INTERNATIONAL OF DELMARVA
EASTON TRUCK CENTER

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

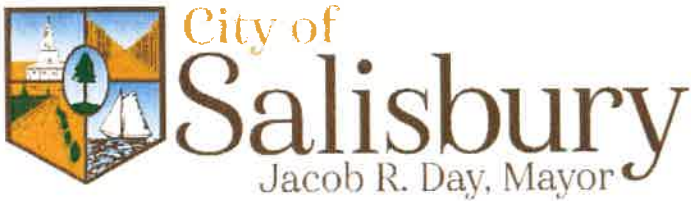
Authorized Signature and Date

This proposal is not binding upon the seller without
Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: August 12, 2019
Subject: Award of Bid
RFP 19-105 457(b) Plan Administration

The Department of Procurement received a request from the Department of Finance to solicit proposals from qualified and experienced institutional retirement plan providers to administer and communicate the City's 457(b) plan for an initial term of three (3) years and successive one (1) year renewal terms.

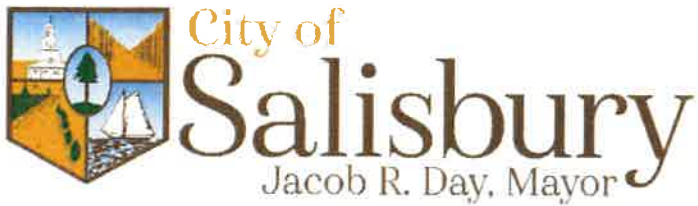
The Department of Procurement followed standard competitive bidding practices by advertising in the Daily Times and posting the solicitation on both the City of Salisbury's Procurement Portal and on the State of Maryland's website, eMaryland Marketplace. A total of seven (7) vendors submitted proposals by the due date and time of October 26, 2018 at 2:30 p.m. The vendors' technical proposals were evaluated by committee according to the criteria established in the solicitation document, and pricing was opened for the top three proposals.

The evaluation criteria included the following:

<u>Criteria – Technical Proposal</u>	<u>Maximum Pts</u>
Project methodology and approach	55
Governmental 457(b) Plan experience	25
<u>Criteria – Price Proposal</u>	<u>Maximum Pts</u>
Cost/Program Fees	25

Composite scoring results were as follows:

<u>Vendor</u>	<u>Technical Score</u>	<u>Yearly Fee</u>	<u>Approx. Yearly Compensation from Plan Assets (\$5.5M)</u>
Empower	67	.49%	\$26,797
Voya	64	.71%	\$38,829
Lincoln	63	.88%	\$48,126
ICMA-RC	61	N/A	N/A
CBIZ	59	N/A	N/A
VALIC	58	N/A	N/A
AXA	56	N/A	N/A



On February 4, 2019, the Department of Procurement issued an "Intent to Award" to the highest ranked respondent, Empower, as further discussion, negotiation and agreement review was necessary to facilitate a successful formal award and resulting contract.

The Department of Procurement hereby requests Council approval to formally award contract RFP 19-105 457(b) Plan Administration, to Empower. It is intended that all subsequent renewal requests will be handled by the Department of Procurement and the using department, with no additional Council approval requirement.



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Keith Cordrey, Director of Finance
Subject: RFP 19-105
Date: July 29, 2019

The Department of Finance recently engaged Bolton Investment to develop an RFP for administrative services for the City's 457(b) plan. The RFP was released on September 26, 2018 and the responses were due back on October 26, 2018. The following seven firms responded to the Request for Proposal:

AXA
CBIZ
Empower
ICMA-RC
Lincoln
VALIC
Voya

Bolton evaluated the proposals of all seven vendors. The categories of focus included:

- Governmental 457(b) experience
- Plan health and financial wellness capabilities
- On-site participant communications strategy and support
- Experience of proposed representatives and relationship managers
- Depth and quality of investment platform
- Recordkeeping systems
- Participant and Plan Sponsor websites

The award to Empower should afford the City the following advantages:

- Significant fee reductions. Details can be found in the Bolton report.
- Advanced participant and plan sponsor technology.
- Utilization of a server-based recordkeeping system that will be better equipped to handle plan growth.

Three finalists were selected: Empower, Lincoln, and Voya. The committee recommends awarding the contract to Empower. The funding for the services provided by Empower are provided by the plan, which represents 49 bps of the plan assets. This amount would be approximately \$26,797 per year. The current vendor receives 102 bps which would equate to \$55,782 annually. Thus this would be a savings of \$28,985 per year to the plan.



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: August 12, 2019
Subject: Award of Bid
RFP 19-101 Electronic Bill and Payment Processing

The Department of Procurement received a request from the Department of Finance to solicit proposals from qualified and experienced providers for an electronic bill and payment processing system for an initial term of three (3) years and successive three (3) year renewal terms.

The Department of Procurement followed standard competitive bidding practices by advertising in the Daily Times and posting the solicitation on both the City of Salisbury's Procurement Portal and on the State of Maryland's website, eMaryland Marketplace. A total of seven (7) vendors submitted proposals by the due date and time of February 4, 2019 at 2:30 p.m. The vendors' proposals were given an initial review by an evaluation committee, and it was determined that additional information was needed from all vendors. This, along with a "Best and Final Offer" request, was sent to vendors on April 3, 2019, with responses due on April 10, 2019. Six (6) of the seven (7) vendors replied, and the proposals were evaluated according to the criteria established in the solicitation document:

<u>Criteria</u>	<u>Maximum Pts</u>
Expertise, experience and qualifications	35
Technical capabilities	35
Cost impact to City	30

Composite scoring results were as follows:

<u>Vendor</u>	<u>Composite Score</u>
Paymentus	87
M&T Bank	80
Adcomp	47
First Billing	44
Smart Energy Group (SEW)	32
Tyler Technologies	28
Citybase	0

Payment transaction fees are typically incurred by the payor. However, with this award the City plans to absorb interchange fees for online payments of utility fees since the City has been able to receive the favorable interchange rate of \$1.85. In comparison, the cost passed on by Official Payments (the current service provider) has been over \$5.00, paid by the payor. The FY20 Budget included an additional \$12,900 in bank charges to cover the estimated amount of increases in bank fees in FY20 related



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to this change. Interchange fees for other non-utility (i.e. Tax, General Billing, etc.) payments will continue to be passed to the payor.

The Department of Procurement hereby requests Council approval to formally award contract RFP 19-101 Electronic Bill and Payment Processing, to Paymentus. It is intended that all subsequent renewal requests will be handled by the Department of Procurement and the using department, with no additional Council approval requirement.



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Keith Cordrey, Director of Finance
Subject: RFP 19-101 Electronic Bill and Payment Processing
Date: July 16, 2019

The Department of Finance recently released an RFP for Electronic and Payment Processing services. The RFP was released on Dec 21, 2018 and the initial responses were due January 23, 2019. The following seven firms responded to the Request for Proposal:

Paymentus
M&T Bank/Govolution
Adcomp
First Billing
City Base
Smart Energy Group (SEW)
Tyler Technologies (TG)

The Department of Finance committee evaluated the responses-based expertise, technical capabilities and cost impact as related to the needs of the City. Points were assigned to criterion as follows:

<u>Maximum Possible Points</u>	<u>Criterion</u>
35	Expertise, experience, and qualifications of the proposer as related to the Scope of Services, including team member experience, successful related past experience, relevant project references and performance of implementations.
35	Technical Capabilities as related to the needs of the City.
30	Cost impact as related to the needs of the City.

The most qualified vendors were determined to be Paymentus and M&T and thus they were selected to be two finalists.



City of Salisbury

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The chart below summarizes the points awarded to each by criterion.

	Max	Paymentus	MT
Technical Capabilities	35	32	26
Customer Survey	35	30	26
Cost Impact	30	25	28
Total	100	87	80

The Department of Finance recommends the contract be awarded to Paymentus..