



City of
Salisbury
Jacob R. Day, Mayor

To: City Council
From: Jennifer Miller
Director of Procurement
Date: May 18, 2020
Subject: Request for Budget Amendment

I am requesting a Budget Amendment in the amount of \$55,000 to cover necessary safety work in the Government Office Building (GOB). This expense would provide for the relocation of three large transformers from the basement of the GOB to a location outside the building, along with the installation of a disconnect switch near the transformers. Delmarva Power and Light will cover the cost of the new transformers and the installation, while the County and the City would bear the cost of connecting the new transformers to the building. While the failure of a transformer located within a structure is rare, it is possible. Should there be an event, such as a transformer exploding, it would wreak havoc on the entire building, especially the City finance office. Fortunately, there is space relatively close to the existing service entrance for relocation of the transformers.

The work would be performed by Carter's Electrical Service (Pittsville, MD) who holds a master contract with both the City and the County, thereby affording favorable rates for labor and materials. The current estimate of the work is \$110,000, which includes Carter's pricing proposal of \$98,800 and \$11,200 in contingency. This cost would be shared evenly between the City and the County.

ORDINANCE NO. 2597

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2020 GENERAL FUND TO APPROPRIATE FUNDS FOR BUILDING IMPROVEMENTS FOR THE GOVERNMENT OFFICE BUILDING.

WHEREAS, the City of Salisbury has determined the Government Office Building electric system should be improved to relocate transformers to outside the building and allow electric to be turned off from outside should the need arise, thereby providing a safer environment within the Government Office Building; and

WHEREAS, the General Services Department of Wicomico County, who will oversee the work, estimates the cost of the necessary electrical improvements to be \$55,000.


NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, THAT THE City's Fiscal Year 2020 General Fund Budget be amended as follows:

- 1) Increase Current Year Surplus (01000-469810) by \$55,000.00
- 2) Increase Buildings (19500-577015) by \$55,000.00

BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this 26th day of May 2020, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the 8th day of June, 2020.

ATTEST:

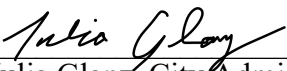


Kimberly R. Nichols, City Clerk



John R. Heath, President
Salisbury City Council

APPROVED BY ME THIS 10 day of June, 2020.



Julia Glanz, City Administrator