



CITY OF SALISBURY CITY COUNCIL AGENDA

MARCH 14, 2022

6:00 p.m.

Government Office Building, Room 301, Salisbury, Maryland and Zoom Video Conferencing

Times shown for agenda items are estimates only.

- 6:00 p.m. CALL TO ORDER
- 6:01 p.m. WELCOME/ANNOUNCEMENTS/PLEDGE
- 6:02 p.m. CITY INVOCATION- David Thorpe, New Life Seventh-Day Adventist Church
- 6:04 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:05 p.m. CONSENT AGENDA- City Clerk Kimberly Nichols
- **February 22, 2022 Work Session Minutes**
 - **February 28, 2022 Council Meeting Minutes**
 - **February 28, 2022 Closed Session Minutes** (separate email)
 - **Resolution No. 3158-** to approve the appointment of Kevin Shertz to Salisbury/Wicomico Planning & Zoning Commission for term ending March 2027
- 6:10 p.m. AWARD OF BIDS- Procurement Director Jennifer Miller
- RFP 22-104 LIDAR Mobile Imagery
 - ITB 22-121 Park WTP Aerator Bldg Roof Replacement
- 6:20 p.m. ORDINANCES- City Attorney Ashley Bosche
- **Ordinance No. 2713-** 2nd reading- amending Section 13.16 of the Salisbury City Code, entitled "Sanitary Facilities", to add an exemption for facilities owned or operated by the City of Salisbury for the purpose of providing temporary housing for homeless persons
 - **Ordinance No. 2714-** 2nd reading- to establish a special revenue fund, to be known as "OSP Fund", for the purpose of accounting for opioid settlement proceeds received from the State of Maryland
- 6:30 p.m. PUBLIC COMMENTS
- 6:35 p.m. ADMINISTRATION and COUNCIL COMMENTS
- 6:40 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk's Office, Room 305 – City/County Government Office Building, 410-548-3140 or on the City's website www.salisbury.md. City Council Meetings are conducted in Open Session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b) by vote of the City Council.

NEXT COUNCIL MEETING – MARCH 28, 2022

- Resolution No. - to approve the reappointment of Michael Dyer to the Disability Advisory Committee

Join Zoom Meeting
<https://us02web.zoom.us/j/88186172560>
Meeting ID: 881 8617 2560
Phone: 1.301.715.8592

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CITY OF SALISBURY
WORK SESSION
FEBRUARY 22, 2022

Public Officials Present

Council President John “Jack” R. Heath Mayor Jacob R. Day
Council Vice-President Muir Boda Councilwoman Angela Blake
Councilwoman Michele Gregory Councilwoman April Jackson

In Attendance

City Administrator Julia Glanz, Department of Infrastructure and Development (DID) Director Amanda Pollack, Supervisory Civil Engineer Rick Baldwin, Police Chief Barbara Duncan, Housing & Community Development Director Ron Strickler, Housing & Homelessness Manager Christine Chestnutt, Procurement Director Jennifer Miller, City Clerk Kimberly Nichols, City Attorneys Ashley Bosche, Laura Hay and Heather Konyar, and members of the public.

On February 22, 2022 the Salisbury City Council convened at 4:30 p.m. in a Work Session on Zoom Conferencing Video.

Red Light Camera Program

Police Chief Barbara Duncan discussed implementing a red-light camera program. Years before her arrival to the City, she reported that the City had red light cameras installed, but were not as efficient as were hoped. She recalled concerns with the technology which was the main reason why the City discontinued using them. In considering the locations where crashes were more prone to occur and gridlocks occurring more frequently, and with the improvement in technology, she said that red light cameras should be considered again to increase vehicular safety and extend the resources of the Police Department while reducing negative contacts between police officers and the community. The program being considered was used by Howard County and had eleven partners in six Maryland counties through American Traffic Solutions, Inc. Each partner had a MOU with Howard County and agreements piggy-backed off the service contract with the vendor. The process would allow for a competitive bid process with the vendor and eliminate the RFP process.

Mr. Boda said the cameras should not generate money nor should they place a value on lives. The negative neutral program would be desirable, but would be reduced due to the costs to run the program. He asked if the costs would be covered for Howard County officers to come to court for the cases which were taken to court or would there be additional charges. Chief Duncan said that no one from Howard County would come to court in Salisbury. There would be a designated officer here assigned to court to represent the process and attest that all rules and regulations were followed. Aside from the monthly lease of \$2,450 per camera per month, there was a management fee of \$165 and citation processing fee of \$11 in addition.

44 Mr. Boda thought it would take quite a few tickets to make the program revenue neutral
45 and asked how much a ticket was. Chief Duncan answered each ticket was \$75 and based
46 on the calculations, 50 paid tickets per camera would maintain the fees. She said tickets
47 were reviewed in-house, but citations would be sent out to move forward to Howard
48 County. Mr. Boda asked if there was an all-inclusive camera system which took care of
49 speeding and red lights and would it be more cost effective. Procurement Director
50 Jennifer Miller said she had reviewed cooperative contracts and found the cost per
51 camera skyrocketed to a point where it was more expensive. If the City placed their own
52 RFP she did not know they would receive back per camera lease fee. She thought the
53 program was attractive because it would lessen the burden for the Salisbury Police
54 Department for some of the administrative work.

55
56 Ms. Jackson asked how many cameras would be needed, and Chief Duncan said that
57 twenty cameras were identified that were needed along the Rt. 50 and Rt. 13 corridor,
58 College Avenue, and Beaglin Park Drive. They receive constituent calls and there are
59 traffic accidents reported in and around those intersections. Each camera along Rt. 50
60 and Rt. 13 would require entering into an MOU with State Highway Administration
61 (SHA) . Rt. 13 intersections including the Center Drive at the Mall, Zion Road, Isabella
62 St. and Rt. 13, and South Blvd. and Rt. 13 all had multiple crashes on an annual basis
63 and would all require the MOU with SHA.

64
65 Ms. Jackson thought it was a good program and wondered if it would be cost effective.
66 While the City would not benefit from it, at the same time wanted our motorists to be
67 safe. Chief Duncan said that they used the number of cameras at 20 just to fill the most
68 critical areas and based it off of being ideal to place at the above-named intersections.
69 Ms. Miller confirmed there was no minimum required with the Howard County contract,
70 and they could be bid out. Ms. Jackson thought to bid it out before committing to \$2,450
71 per camera per month. Ms. Miller noted there were not many in the market currently and
72 had comparatively priced a cooperative contract that came in at \$3,800 per camera per
73 month. 11 other jurisdictions participated in the Howard County program, with most
74 only having two to four cameras. The exceptions were Charles County with 21 cameras
75 and Howard County with 26. She did not think that anyone would come with their best
76 bid for only pricing two cameras.

77
78 Mayor Day thought to look at both Howard and Charles County, and examine their
79 revenues versus expenses and guessed they made money. He said that 99.5% of red-light
80 camera tickets did not go to court, but were paid because the evidence was irrefutable.

81
82 Ms. Blake asked for information on the areas in Salisbury redesigned for Vision Zero
83 and how many traffic stops were at the proposed locations, including any statistical
84 analysis. Mayor Day said Vision Zero could only be applied to the streets, and most of
85 the fatalities were on State Highways. While crashes could be reduced through some
86 enforcement but mostly through design changes, the City could not redesign State roads.
87 While waiting on any State redesign efforts, he thought enforcement was a good tool.

88

89 Ms. Gregory asked about the vendor maintenance and Ms. Miller clarified the City
90 would not be responsible since the cameras would be leased. Her concerns were about
91 testing the cameras for timing before being installed to ensure reliability and function.
92 Chief Duncan said that the speed cameras were tested yearly and the department was
93 provided a certificate. She strongly felt the same would occur with these cameras.
94

95 President Heath reviewed the data on the number of citations needed to break even. The
96 cameras, at \$2,450 per month would have a monthly service charge of \$165 and \$11 fee
97 per citation. The Mill Street intersection would cost the City \$14,460 for the one site. He
98 wanted Mr. Cordrey to prepare a break-even analysis and said he appreciated the desire
99 to reduce accidents and deaths, but it also had to make fiscal sense. Mr. Boda also
100 wanted to see the cost analysis.
101

102 Ms. Miller said there would have to be 40 to 50 paid citations per month per camera to
103 break even, no matter how many cameras. Mill Street would require 200 violations and
104 President Heath asked if there were 200 violations per month there.
105

106 Ms. Blake wanted an idea of how many tickets were written in the past year at the areas
107 (was told there were zero written). She asked what was driving the request at this point.
108 If the State provided their permission, could the traffic data be used to put on the most
109 prevalent intersections. President Heath thought it was very difficult since they were not
110 there physically and they did not see them. Chief Duncan said they would conduct a
111 study, and Ms. Miller said it could only happen after the City contracted with them.
112

113 Council supported the cameras, but wanted to ensure the locations were backed up by
114 data. Chief Duncan said they were always asked where the officers were, why they did
115 not enforce the red lights and why they kept having crashes. The cameras were very
116 good quality now and the only question was how much the City would be able to extend
117 itself to ensure safety at the intersections.
118

119 Council reached unanimous consensus to bring the cameras discussion back to Work
120 Session with the data they requested.
121

122 **Anne Street Pallet Shelter Project**

123
124 Department of Infrastructure & Development Director Amanda Pollack said the project
125 design was progressing, and legislation was needed to move the project forward. There
126 were three items- one of which needed to go to Planning Commission first and the other
127 two to the next legislative agenda. She reviewed the following three items:
128

- 129 • Zoning Code Text Amendment- This was being planned in the Zoning Code
130 comprehensive re-write, but the Anne Street Village project accelerated the need.
131 In the method of regulations section, it would exempt Federal, State and Local
132 governments from the Zoning Code. The language was modeled after Wicomico
133 County and would help the project comply with the Code. It would have to go

- 134 through Planning Commission with a Public Hearing and back to City Council
135 with another Public Hearing.
- 136 • An ordinance for a text amendment to the Building Code in Section 13.16 entitled
137 “Sanitary Facilities” to add an exemption for facilities owned or operated by the City for
138 the purpose of providing temporary housing for homeless persons. Because the village
139 had a central restroom each unit did not have its own sanitary facility. The narrow
140 definition was created so that people could not rent sheds out as apartments.
 - 141 • A resolution to authorize the establishment of a temporary housing facility. The
142 resolution defined why the facility was needed, what services were provided,
143 what facilities were provided, and authorized the City Administration to develop
144 eligibility criteria, selection process, and rules and regulations for the village.

145
146 Ms. Jackson disagreed with the location as she thought it was going on Marine Road.
147 She said it was a high crime, predominately black neighborhood and not where it should
148 be. President Heath said there were homeless camps within 800 yards of the location,
149 and they were limited to where they could go. The Marine Road location was not near
150 services that the residents needed, but from Anne Street they could walk to the services
151 they needed. He did not have issues of where they were located. Ms. Jackson said she
152 agreed with everything except the location. Mayor Day said the proposed neighborhood
153 was a Latino majority neighborhood with the second most population being Haitian, and
154 was a low crime but high poverty neighborhood. No provided housing for any voucher
155 system, Federal program or any other program allowed housing for any type of convicted
156 sex offender anywhere in the United States. The City had a tighter rule beyond not only
157 not housing sex offenders, but also not housing people convicted of homicide or arson.
158 Housing & Homelessness Manager Christine Chestnutt added that another item was added to the
159 list, which was that those convicted of producing methamphetamine could not be housed.

160
161 Ms. Blake did not see the mockup of the layout and wondered where the bathrooms and
162 showers would be located. She also asked if they had changed the pricing since the
163 project was split. Ms. Pollack said there was a preliminary site plan for the 25 units at
164 the Anne Street Village, and she would make sure it was shared. The budget allocation
165 approved with the budget amendment would cover everything needed for Anne Street.

166
167 Housing & Community Development Director Ron Strickler added that Anne Street
168 needed to be up and running. There were a lot of mitigating factors with the Marine
169 Road site including annexation, site work, water, sewer and electrical services. They
170 would gain knowledge from Anne Street to apply to Marine Road once it was ready. The
171 entire site would be fenced in with the exception of the open entrance. There would be
172 activities and it would be very nice once completed.

173
174 Mayor Day there was no funding for Marine Road but reminded Council that there were
175 more than 70 homeless people in the County and this village would not complete the job.

176
177 Ms. Gregory said the Anne Street was in her district, a three-minute drive, and ten-
178 minute walk from her home. She had no problems with the location, was happy it would
179 save lives, and could not wait for it to get started.

180
181 Council reached consensus to advance the legislation to legislative agenda.
182

183 **Comments from Administration and Council**

184
185 Mayor Day thanked Council and said there was still work to be done on Red Light
186 Cameras.

187
188 Mr. Boda wished everyone a happy “2.22.22” day!

189
190 Ms. Jackson wanted everyone to be safe and said that the COVID numbers were down.

191
192 Ms. Blake asked those healthy enough to donate blood. The Shore continued to be in
193 very short supply.

194
195 Ms. Gregory said there was a recall on certain infant formulas and to check with the
196 Wicomico County Health Department for more information.

197
198 President Heath said the Health Department reported the positivity rate for this day at
199 5.23%, which was good. There were still people dying, and he asked everyone to get
200 boosted or vaccinated, or both.

201
202 **Adjournment**

203
204 With no further business to conduct, the Work Session was adjourned at 5:47 p.m.
205

206 _____
207 City Clerk

208 _____
209 Council President
210

1 **CITY OF SALISBURY, MARYLAND**

2
3 **REGULAR MEETING (ZOOM CONFERENCING VIDEO)**

FEBRUARY 28, 2022

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President John “Jack” R. Heath*
8 *Council Vice-President Muir Boda*
9 *Councilwoman Michele Gregory*

Mayor Jacob R. Day
Councilwoman Angela M. Blake
Councilwoman April Jackson

10
11 **IN ATTENDANCE**

12
13 *City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Housing and*
14 *Community Development Director Ron Strickler, Housing & Homelessness Manager Christine*
15 *Chestnutt, Procurement Director Jennifer Miller, City Attorney Ashley Bosche, Assistant City*
16 *Clerk Julie English, and members of the public*

17 *****
18 **CITY INVOCATION – PLEDGE OF ALLEGIANCE**

19
20 *The City Council met in regular session at 6:00 p.m. via Zoom Conferencing Video and Council*
21 *President John R. “Jack” Heath called the meeting to order. After the recital of the pledge to the*
22 *flag, he invited Pastor David Thorpe of New Life Seventh-day Adventist Church to provide the*
23 *invocation.*

24
25 **PROCLAMATION-** *presented by Mayor Jacob R. Day*

26
27 **Scott Rogers Day**

28 *Mayor Day presented a proclamation to Mr. Scott Rogers that declared February 28, 2022 as*
29 *Scott Rogers Day. Mr. Rogers dedicated 17 years (2005-2022) to the Salisbury-Wicomico*
30 *County Planning Commission. His responsibilities included interpreting the zoning code,*
31 *reviewing development plans, and providing valuable recommendations to update and improve*
32 *the City’s long-range comprehensive plan. Mayor Day recognized Mr. Rogers for having been*
33 *an integral part of this city.*

34
35 **ADOPTION OF LEGISLATIVE AGENDA**

36
37 *Mr. Boda moved, Ms. Gregory seconded, and the vote was unanimous (5-0) to approve the*
38 *legislative agenda as presented.*

39
40 **CONSENT AGENDA-** *presented by Assistant City Clerk Julie English*

41
42 *The consent agenda, consisting of the following items, was unanimously approved (5-0 vote) on*
43 *a motion and seconded by Ms. Jackson and Ms. Gregory, respectively:*

- 44
- **February 7, 2022 Work Session Minutes**
 - **February 7, 2022 Closed Session Minutes**

- *February 14, 2022 Council Meeting Minutes*
- **Resolution No. 3152-** *to approve the reappointment of Michael Piorunski to the Parks and Recreation Committee for term ending February 2025*
- **Resolution No. 3153-** *to approve the appointment of Melissa Drew to the Board of Zoning Appeals for term ending February 2025*
- **Resolution No. 3154-** *to approve the appointment of Amy Heger to the Salisbury Zoo Commission for term ending February 2025*
- **Resolution No. 3155-** *to approve the appointment of Edwin Linderkamp to the Bicycle & Pedestrian Advisory Committee for term ending February 2025*
- **Resolution No. 3156-** *to approve the appointment of Darrell Walker to the Board of Zoning Appeals for term ending February 2025*

45

46 **AWARD OF BIDS-** *presented by Procurement Director Jennifer Miller*

47

48 *The Award of Bids, consisting of the following item, was unanimously approved (5-0 vote) on a*
 49 *motion and seconded by Ms. Jackson and Ms. Blake, respectively.*

- *Declaration of Surplus- HCDD Vehicle #12*

50

51 **RESOLUTION-** *presented by City Administrator Julia Glanz*

52

- **Resolution No. 3157-** *authorizing the establishment of a temporary housing facility for homeless persons, to be known as “Anne Street Village”*

55

56 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve*
 57 *Resolution No. 3157.*

58

59 **ORDINANCES-** *presented by City Attorney Ashley Bosche*

60

- **Ordinance No. 2712-** *2nd reading- for the abandonment of an unimproved paper road known as Linwood Avenue located between East Isabella Street and Grace Street*

63

64 *Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous to approve Ordinance*
 65 *No. 2712 for second reading.*

66

- **Ordinance No. 2713-** *1st reading- amending Section 13.16 of the Salisbury City Code, entitled “Sanitary Facilities,” to add an exemption for the facilities owned or operated by the City of Salisbury for the purpose of providing temporary housing for homeless persons*

69

71 *Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve*
 72 *Ordinance No. 2713 for first reading.*

73

74 **PRESENTATION-** *presented by the Founder of The Eastern Shore of Maryland Sickle Cell*
 75 *Disease Association Shanda Ward, LCPC*

76

77 **The Eastern Shore of Maryland Sickle Cell Disease Association**

78 Ms. Ward shared with the Council what Sickle Cell Disease was and how it affected the body. She
79 offered personal stories of how her family has dealt with this disease as well as the struggles they
80 faced to obtain the proper medication. Ms. Ward mentioned that there were very few doctors
81 available in this area to properly treat Sickle Cell Disease. Donating blood was one way
82 individuals could assist those who suffer from this disease. Ms. Ward stressed the importance of
83 educating the public on Sickle Cell Disease and noted that September is Sickle Cell Disease
84 Awareness Month.

85

86 **ADMINISTRATION AND COUNCIL COMMENTS**

87

88 Mayor Day stated that today was the closing of the Here is Home permit fee moratorium time
89 period. He also shared that today was the first day of work for the SAFER employees.

90

91 Ms. Jackson shared her desire for people to donate blood. She related to what Ms. Ward spoke
92 about regarding Sickle Cell disease. She would love to help out in any way possible.

93

94 Ms. Blake also encouraged everyone to donate blood. She mentioned that her thoughts and prayers
95 were with the Ukraine crisis.

96

97 Ms. Gregory informed everyone that there would be a Ukrainian Prayer Vigil at the amphitheater
98 on Thursday, March 3rd from 5:30-6:30pm.

99

100 President Heath agreed that all should say prayers for those in Ukraine. He shared a very sad story
101 about his first encounter with Sickle Cell disease. Finally, he urged those that could to give blood.

102

103 **ADJOURNMENT/MOTION TO CONVENE IN CLOSED SESSION**

104

105 With no further business to discuss, at 6:49 p.m. President Heath called for a motion to convene in
106 Closed Session before a contract is awarded or bids are opened, directly related to a negotiating
107 strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely
108 impact the ability of the public body to participate in the competitive bidding or proposal process;
109 in accordance with the Annotated Code of Maryland §3-305 (b)(14).

110

111 Ms. Blake moved, Ms. Gregory seconded, and the vote was 4-0 with one absent to convene in
112 Closed Session.

113

114 **VOTE TO END CLOSED SESSION / CONVENE IN OPEN SESSION / REPORT TO PUBLIC**

115

116 At 6:57 p.m., upon a motion and second by Ms. Blake and Ms. Gregory, respectively, and approved
117 by unanimous vote in favor (4-0), the Closed Session was adjourned and Council convened in Open
118 Session.

119

120 President Heath reported that while in Closed Session Council discussed a proposal on a parking
121 lot. The Open Session was then immediately adjourned.

122

123

124 _____
125 *City Clerk*
126
127 _____
128 *Council President*



MEMORANDUM

To: Jacob R. Day, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Salisbury/Wicomico Planning and Zoning Commission
Date: February 28, 2022

The following person has applied for appointment to the Salisbury/Wicomico Planning and Zoning Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Kevin M. Shertz	March 2027

Attached is the information from Mr. Shertz and the resolution necessary for his appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments

OK
JRD

1 **RESOLUTION NO. 3158**

2
3 BE IT RESOLVED, by the City of Salisbury, Maryland that the following
4 individual is appointed to the Salisbury/Wicomico Planning and Zoning Commission for
5 the term ending as indicated.

6
7

<u>Name</u>	<u>Term Ending</u>
Kevin Shertz	March 2027

8
9
10
11
12 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the
13 Council of the City of Salisbury, Maryland held on March _____, 2022.

14 ATTEST:

15
16
17
18 _____
19 Kimberly R. Nichols
20 CITY CLERK

John R. Heath
PRESIDENT, City Council

21
22
23 APPROVED BY ME THIS

24
25 _____ day of _____, 2022

26
27
28 _____
29 Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA

Department of Procurement

March 14, 2022

Award of Bid

- | | |
|--|--------------|
| 1. RFP 22-104 LIDAR Mobile Imagery | \$142,990.00 |
| 2. ITB 22-121 Park WTP Aerator Bldg Roof Replacement | \$118,800.00 |



City of
Salisbury
Jacob R. Day, Mayor

To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: March 14, 2022
Subject: Award of Bids

The Department of Procurement seeks approval from City Council to award the following procurements:

RFP 22-104 LIDAR Imagery Collection

- Department: Information Services
- Scope of Work: Mobile LIDAR and imagery collection services to obtain data related to street condition and sign inventory
- Proposal date: 1/10/22
- Proposal opening: 2/10/22 at 2:30 p.m.
- Total proposals received: 6
- Highest ranked vendor: GPI Geospatial, Inc. (Columbia, MD)
- Cost: \$142,990
- GL Account(s):
 - 98122-513026-48077: \$70,000
 - 98122-513026-48078: \$65,000
 - 84080-554406-00100: \$ 7,990
- Notes: N/A

ITB 22-121 Park WTP Aerator Bldg Roof Replacement

- Department: Infrastructure and Development
- Scope of Work: Labor, equipment materials and incidentals for replacing the historic slate roof and copper gutters
- Bid date: 1/21/22
- Bid opening: 2/24/22 @ 2:30 pm
- Total bids received: 3
- Lowest responsive and responsible vendor: Alden Bailey Restoration Corp. (Mahwah, NJ)
- Cost: \$118,800
- GL Account(s):
 - 96112-513026-50041 Park Aerator Bldg \$70,380.00
 - 96113-513026-50034 Pump Station Bldg Improvements \$48,420.00

The City followed required bidding practices by publicly posting this solicitation on the City of Salisbury's Procurement Portal and the State of Maryland's website, eMaryland Marketplace Advantage. The departmental memo provides a recap of the proposal rankings.

Department of Procurement
125 N Division St., #104 Salisbury, MD 21801
410-548-3190 (fax) 410-548-3192
www.salisbury.md



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: John O'Brien, Asst. Director of Information Services: GIS
Date: February 28, 2022
Re: RFP 22-104 Sign Inventory/LIDAR/Paving Analysis

The City recently advertised a Request for Proposals for Mobile LIDAR collection and post processing services. The RFP was to solicit qualified consultants to perform mobile LIDAR collection and post processing of the LIDAR data that would result in a citywide sign inventory and a pavement condition index. The work is funded via Ordinance NO. 2701 (AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO APPROPRIATE FUNDS IN THE FY2022 GENERAL FUND BUDGET, GENERAL CAPITAL PROJECTS FUND BUDGET AND THE FY22 WATER SEWER FUND BUDGET.) using current FY-22 funds and is project specific.

The contract award will be for these specific deliverables; Mobile LIDAR Collection (with still photography and video), Post LIDAR collection Sign Inventory (Geodatabase) and Post LIDAR collection Pavement Condition Index (Shapefile(s)). A single Contractor will be awarded the entire RFP.

Six (6) Vendors submitted proposals by the due date of February 10, 2022. All vendors were considered and ranked based on the technical proposal evaluation conducted by the Information Services Department selection committee and the cost analysis performed by the Procurement Department.

The Evaluation Criteria and total points for both technical and cost proposal evaluation are summarized below:

- 30 Points: Ability to provide deliverables as described in the proposal documents.
- 25 Points: Expertise, experience, and qualifications of the Consultant Team as related to the Scope of Work, including team member experience.
- 25 Points: Cost of deliverables.
- 20 Points: Performance on all projects within the last five years including, but not limited to: project success, relevance of projects to Scope of Work contained in the proposal documents, ability to meet deadlines, thoroughness and completeness of submittals.

Department of Information Services
501 E Church Street Salisbury, MD 21801
410-677-1966
www.salisbury.md

The results of the technical and cost proposal evaluations are summarized below:

Consultant	Composite Score	Rank	Comment
GPI Geospatial Inc.	85.36	1	Composite Score out of 100
Pillar Inc	76.33	2	
Stantec Inc.	64.06	3	
Tectonic Engineering Consultants	59.27	4	
Colliers Engineering & Design	42.79	5	
Charles P Johnson & Associates	20.97	6	

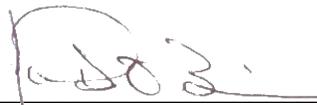
The selection committee discussed the qualifications of each vendor and the anticipated work tasks. The Department of Information Services recommends awarding RFP 22-104 to GPI Geospatial. This vendor displayed a clear understanding of the scope of work, has the desired technical experience, and has performed similar work successfully for other municipalities.

Purchase order (\$142,990.00) to be funded from the following accounts:

98122-513026-48077= \$70,000.00 (Sign Inventory)

98122-513026-48078= \$65,000.00 (GIS/Paving)

84080-554406-00100 = \$7,990.00 (GIS Consulting)



John D. O'Brien
Assistant Director of Information Services: GIS



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Richard D. Baldwin, Acting Director of Infrastructure & Development 
Date: March 7, 2022
Re: ITB 22-121 Park Water Treatment Plant Aerator Building Roof Replacement

The Department of Infrastructure and Development worked with the Department of Procurement to advertise Invitation to Bid (ITB) 22-121 Park Water Treatment Plant Aerator Building Roof Replacement. The purpose is to provide a new slate roof compliant with Maryland Historic Trust standards. The Schedule for this project is to have final acceptance within 90-days of the Notice to proceed date.

Three (3) firms submitted proposals by the due date of Thursday February 24, 2022 at 2:30 PM, as summarized below:

<u>Vendor</u>	<u>Total</u>
Alden Bailey Restoration Corp.	\$118,800.00
Ruff Roofing and Sheet Metal, Inc.	\$133,071.30
Dynamic General Contracting, LLC	\$191,492.00

The Department of Infrastructure and Development reviewed the bids and found that Alden Bailey Restoration Corp. presented a proposal that is consistent with the bid documents. The Alden Bailey Restoration Corp. references were complimentary of the work performed and would hire the contractor again.

Please issue a Purchase Order to Alden Bailey Restoration Corp., Inc. in the amount of \$118,800.00 for the work outlined in ITB 22-121. Funds are available in the following accounts:

96112-513026-50041	\$70,380.00
96113-513026-50034	\$48,420.00

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ORDINANCE NO. 2713

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING SECTION 13.16 OF THE SALISBURY CITY CODE, ENTITLED "SANITARY FACILITIES", TO ADD AN EXEMPTION FOR FACILITIES OWNED OR OPERATED BY THE CITY OF SALISBURY FOR THE PURPOSE OF PROVIDING TEMPORARY HOUSING FOR HOMELESS PERSONS.

WHEREAS, the ongoing application, administration and enforcement of the City of Salisbury Municipal Code (the "**Salisbury City Code**") demonstrates a need for its periodic review, evaluation and amendment, in order to comply with present community standards and values, and promote the public safety, health and welfare of the citizens of the City of Salisbury (the "**City**");

WHEREAS, the Mayor and Council of the City of Salisbury (the "**Mayor and Council**") are authorized by MD Code, Local Government, § 5-202 to adopt such ordinances, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality, to preserve peace and order, to secure persons and property from damage and destruction, and to protect the health, comfort and convenience of the citizens of the City;

WHEREAS, the Mayor and Council may amend Section 13.16 of the Public Services Title of the Salisbury City Code pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter;

WHEREAS, the Mayor and Council find that the health, safety and general welfare of the citizens of the City will be furthered by amending Section 13.16 of the Salisbury City Code to add an exemption for facilities owned or operated by the City of Salisbury for the purpose of housing homeless individuals; and

WHEREAS, the Mayor and Council have determined that the amendments to Section 13.16 of the Salisbury City Code set forth shall be adopted as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Section 13.16 of the Public Services Title of the Salisbury City Code is hereby amended by adding the bolded and underlined language and deleting the strikethrough language as follows:

Section 1. By amending Section 13.16 of the Salisbury City Code of the Salisbury City Code, entitled "Sanitary Facilities" as follows:

Chapter 13.16 SANITARY FACILITIES

13.16.010 Sanitary and water facilities required.

Except as provided in 13.16.050, No no building or other structure located within the corporate limits of the city to which city water service and city sewer service are available may be occupied as a place of human habitation unless such building or other structure is furnished with an inside sanitary toilet, in good operating condition, connected with the city sanitary sewer system and one water tap equipped with a sink, all in good operating condition, connected with the city water supply system. Such toilet and water tap shall be readily available to each occupant of such building or other structure. (Ord. 1983 (part), 2006)

13.16.020 Private sewage disposal systems.

Except as provided in 13.16.050, No no building or other structure located within the corporate limits of the city to which city water service and city sewer service are not available may be occupied as a place of human habitation unless such building or other structure is furnished with a private sewage disposal system constructed in accordance with the provisions of this chapter or other ordinance of the city regulating such matters. Such private sewage disposal systems shall be maintained in a sanitary condition and shall be adequate for and available to each occupant of such building or other structure. (Ord. 1983 (part), 2006)

1 **13.16.030 Occupation of buildings unequipped with required sanitary facilities.**

2 Except as provided in 13.16.050, Any any person occupying a building or other structure located within the
3 corporate limits of the city as a place of human habitation which is not equipped with the sanitary facilities
4 required by Sections 13.16.010 and 13.16.020 of this chapter shall be deemed guilty of a misdemeanor. (Ord.
5 1983 (part), 2006)

6 **13.16.040 Owners permitting occupation of unequipped buildings.**

7 Except as provided in 13.16.050, Any any owner or owner's agent, permitting any person to occupy a building
8 or other structure located within the corporate limits of the city as a place of human habitation not equipped
9 with the sanitary facilities required by Sections 13.16.010 and 13.16.020 of this chapter shall be deemed guilty
10 of a misdemeanor. (Ord. 1983 (part), 2006)

11 **13.16.050 Facilities owned or operated by the City of Salisbury.**

12 The provisions of 13.16.020 – 13.16.040 shall not apply to any facility owned or operated by the City of
13 Salisbury for the purpose of providing temporary housing for homeless persons. Such facilities may
14 provide community sanitary and water facilities and sewage disposal systems which shall be readily
15 accessible to occupants, but need not be located within the same building or structure which is used for
16 human habitation.

17 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
18 **SALISBURY, MARYLAND, as follows:**

19 **Section 2.** It is the intention of the Mayor and Council of the City of Salisbury that each provision of this
20 Ordinance shall be deemed independent of all other provisions herein.

21 **Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any section,
22 paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise
23 unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph,
24 subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be
25 deemed valid and enforceable.

26 **Section 4.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such
27 recitals were specifically set forth at length in this Section 4.

28 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.
29

30 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury
31 held on the 28th day of February, 2022 and thereafter, a statement of the substance of the Ordinance having been
32 published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 14th
33 day of March, 2022

34 **ATTEST:**

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37 Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

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39 Approved by me, this _____ day of _____, 2022.

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42 Jacob R. Day, Mayor
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ORDINANCE NO. 2714

AN ORDINANCE OF THE CITY OF SALISBURY ESTABLISHING A SPECIAL REVENUE FUND, TO BE KNOWN AS “OSP FUND”, FOR THE PURPOSE OF ACCOUNTING FOR OPIOID SETTLEMENT PROCEEDS RECEIVED FROM THE STATE OF MARYLAND.

WHEREAS, the national settlement agreements arising from lawsuits filed against three major opioid distributors and manufacturer Johnson & Johnson provide for each State to receive a specified share of the overall opioid settlement proceeds; and

WHEREAS, the State of Maryland and its local governments, including the City of Salisbury, negotiated and entered into a separate State-Subdivision Agreement to address the allocation of the opioid settlement proceeds throughout the State of Maryland; and

WHEREAS, the State-Subdivision Agreement allocates opioid settlement proceeds directly and indirectly (through grant opportunities) to the City of Salisbury; and

WHEREAS, the national settlement agreements and the State-Subdivision Agreement require that all opioid settlement proceeds (“OSP”) are to be utilized for opioid abatement purposes only; and

WHEREAS, the City of Salisbury is required to establish a separate fund in order to ensure such OSP revenues and expenditures are accounted for separate from other City activities; and

WHEREAS, in order to receive, and remain qualified to receive, opioid settlement proceeds, all funds deposited into the OSP Fund will have a corresponding automatic appropriation of an equivalent amount for opioid abatement purposes; and

WHEREAS, this separate fund shall be called the “OSP Fund”.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. An OSP Fund shall be established for the purpose of receiving the City’s share of opioid settlement proceeds from the State of Maryland and accounting for expenditures of such proceeds in accordance with the national opioid settlement agreements and the corresponding State-Subdivision Agreement.

Section 2. The OSP funds shall only be expended for opioid abatement purposes as permitted by the aforementioned agreements and shall not be withdrawn or otherwise applied for any other purpose.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 3. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 4. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

53 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
54 if such recitals were specifically set forth at length in this Section 5.
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56 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.
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58 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
59 Salisbury held on the 7th day of March, 2022 and thereafter, a statement of the substance of the Ordinance
60 having been published as required by law, in the meantime, was finally passed by the Council of the City
61 of Salisbury on the 14th day of March, 2022.
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63 **ATTEST:**
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67 _____
68 **Kimberly R. Nichols, City Clerk**
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_____ **John R. Heath, City Council President**
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71 Approved by me, this _____ day of _____, 2022.
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77 **Jacob R. Day, Mayor**