
INTER

OFFICE**MEMO**

OFFICE OF THE MAYOR

To: John Pick
From: Loré L. Chambers, MBA *llc*
Subject: Resolution for Transfer of Funds for Chipman Elevator
Date: March 4, 2005

The Chipman Center Elevator Project, which is grant funded under the Community Legacy Grant, has been advertised for bid on three occasions. The first round produced no bidders, the second round produced one bid that was twice the budget available and one non-responsive bidder. The third round has produced a bidder who is responsive and whose references are acceptable. However, the price for the construction is \$5,000.00 over the grant funds available. As such, I am requesting assistance in the form of a funds transfer from the City's Contingency Fund. Attached is a Resolution to present to Council for approval of the transfer.

The project is over the time allowed by the Department of Housing and Community Development. An extension has been granted and we have until April 30, 2005, to complete the project. However, an additional extension will be requested as the elevator shaft takes eight weeks to be delivered.

Please forward this information on to the City Council so it may be placed on their agenda for the meeting on March 14, 2005. Please let me know if you have any questions.

Attachment

CC: Mayor Tilghman
Carol Turner

RESOLUTION NO. 1215

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND TO TRANSFER MONEY FROM THE CITY'S CONTINGENCY ACCOUNT TO:

THE COMMUNITY LEGACY - CHIPMAN ELEVATOR PROJECT.

WHEREAS, the City of Salisbury has a Contingency Fund established in § SC-12G of the Charter; and

WHEREAS, the Mayor and City Council may authorize the direct expenditures of that account for purposes not anticipated at the time of the budget adoption pursuant to § SC7-28 of the Charter; and

WHEREAS, additional funding is required to complete the elevator project at the Charles H. Chipman Center; and

WHEREAS, the project has been put out to bid on three occasions with the successful bidder representing the willingness and ability to complete the project;

NOW, THEREFORE BE IT RESOLVED that the City Council approves the following transfers from the City's Contingency:

- 1) Decrease Account #90500-559500 (City's Contingency) by \$5,000; and
- 2) Increase Account #91001-599105 (Mayor's Office Special Revenue Fund) by \$5,000.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on March 14, 2005, and is to become effective immediately upon adoption.

ATTEST:

Brenda J. Colegrove
CITY CLERK

Michael P. Dunn
COUNCIL PRESIDENT

Approved by me this _____ day of March, 2005.

Barrie P. Tilghman
MAYOR