

Welcome and Call to Order by Mayor O. Stanhope Anthony III

~ Invocation ~

~ Pledge of Allegiance ~

A. Approval of agenda:

Discussion and revision of the proposed agenda, including consent agenda; adoption of an agenda

- 1) Motion to adopt the agenda as proposed or amended

B. Special Presentation:

- 1) Mayor's presentation of *The Order of the Long Leaf Pine* to Debra Carlene Garris

1

C. Public Comment:

4

In accordance with City Council's policy, public comment is only taken at the second regular meeting each month. Any citizen who wishes to address Council must register with the City Clerk prior to 6:00 p.m. on the meeting night. The Mayor will call upon each individual during this portion of the meeting and will allow three (3) minutes to speak.

D. Public Hearing:

- 1) Consideration of a proposed ordinance amending the zoning map of the City of Shelby, North Carolina: Ordinance No. 42-2019 5

E. Consent Agenda:

Prior to approval and adoption of the agenda, a Council Member may move an item from the Consent Agenda to the regular agenda. Items remaining on the Consent Agenda will be considered collectively through a single motion and vote.

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To adjourn a meeting of City Council, a majority of the Council members must vote for a motion to adjourn.

- 1) Motion to adjourn 94

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: B-1

Special Presentations

- 1) Mayor's presentation of *The Order of the Long Leaf Pine* to Debra Carlene Garris

(Comments: Stan Anthony, Mayor)

Summary of Available Information:

- Memorandum dated June 11, 2019 from Jeff Ledford, Chief of Police to Rick Howell, City Manager
- Copy of *The Order of the Long Leaf Pine*

City Manager's Recommendation / Comments

Officer Debra Garris retired from the City of Shelby in January, 2019 after 30 years of law enforcement service including the last 22 years at the Shelby Police Department. Officer Garris was nominated and awarded *The Order of the Long Leaf Pine* more recently. In keeping with past practice in recognition of her service and receipt of this distinguished award this time is reserved to allow Mayor Anthony to make this presentation.



Intradepartmental Communication

To: Rick Howell, City Manager
From: Jeff Ledford, Chief of Police
Date: June 11, 2019
Subject: Recognition of Debra Garris' Receipt of The Order of the Long Leaf Pine

Background

Officer Debra Carlene Garris retired as a law enforcement officer with the City of Shelby on January 1, 2019. At the time of her retirement, Officer Garris had served the City of Shelby and the citizens of Cleveland County as a law enforcement officer for over 30 years. Officer Garris was initially hired as a Police Officer with the City of Kings Mountain Police Department in February 1987. Subsequently, in November 1996 she joined the Shelby Police Department and served our community until her retirement in January.

Officer Garris worked in various positions throughout her career at the Shelby Police Department. She was a Patrol Officer, Criminal Investigations Division Detective, Traffic Officer, and School Resource Officer. Officer Debra Garris received her Advanced Law Enforcement Certificate on February 23, 2001. This is the highest certification that a Law Enforcement Officer can receive from the State of NC and requires completing over 2,000 hours of advanced law enforcement training. Officer Garris also received Merit Awards for her support and dedication to the Shelby Police Department and the Citizens of Shelby in 2008, 2011, and 2013.

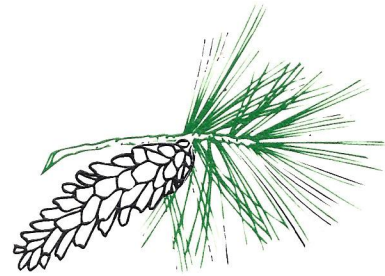
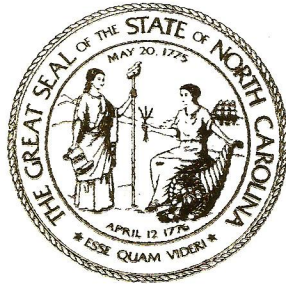
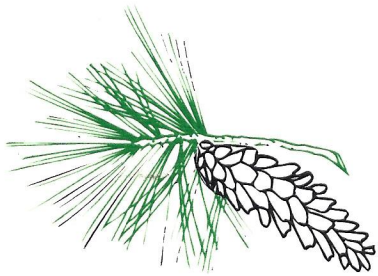
Review

Since 1963, North Carolina's Governors have reserved their highest honor, The Order of the Long Leaf Pine award, for persons who have made significant contributions to the state and their communities through their exemplary service and exceptional accomplishments. When Officer Garris retired in January, she had thirty years of creditable service as a law enforcement officer through the NC Local Government Retirement System. This accomplishment qualified Officer Garris for consideration in receiving this award. On May 6, 2019, Governor Roy Cooper approved Officer Garris' receipt of The Order of the Long Leaf Pine.

Recommendation

It is recommended that consideration be given in honoring Officer Garris' service to the city through presentation of the Long Leaf Pine Award approved by Governor Cooper.

State of North Carolina



Roy Cooper
Governor

Reposing special confidence in the integrity, learning and zeal of

Debra Carlene Garris

I do by these presents confer

The Order of the Long Leaf Pine

with the rank of Ambassador Extraordinary privileged to enjoy fully all rights granted to members of this exalted order, among which is the special privilege to propose the following North Carolina Toast in select company anywhere in the free world:

Here's to the land of the long leaf pine,

The summer land where the sun doth shine,

Where the weak grow strong and the strong grow great,

Here's to "down home," the Old North State!

Roy Cooper
Governor

May 6, 2019

Date



City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

C. Public Comment:

In accordance with City Council's policy, public comment is only taken at the second regular meeting each month. Any citizen who wishes to address Council must register with the City Clerk prior to 6:00 p.m. on the meeting night. The Mayor will call upon each individual during this portion of the meeting and will allow three (3) minutes to speak.

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

D. Public Hearing

Agenda Item: D-1

- 1) Consideration of a proposed ordinance amending the zoning map of the City of Shelby, North Carolina: Ordinance No. 42-2019

(Presenting: Walter Scharer, Planning Director)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Walter Scharer, Planning Director to Rick Howell, City Manager
- General Application
- Staff Report
- Location Map 2324 Kings Road Ext.
- Zoning Map and Future Land Use Maps
- Planning and Zoning Board Minutes
- Certified Recommendation
- Public Notice
- Ordinance No. 42-2019

City Manager's Recommendation / Comments

This time is scheduled on the agenda for City Council to conduct the required public hearing in accordance with the NC General Statutes. Following the conclusion of the hearing the Council may act on the item under consideration. I would call attention to Mr. Scharer's memorandum noting that the zoning map amendment is consistent with the City's current land use plan. It should also be noted that the Planning and Zoning Board voted unanimously to recommend approval of the requested change in zoning.

The following excerpt from the NC General Statutes is provided as a reminder as to the statutory guidance provided to Council when considering changes in zoning and development regulations.

§ 160A-383. Purposes in view.

***Zoning regulations shall be made in accordance with a comprehensive plan.** When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explaining why the board considers the action taken to be reasonable and in the public interest. That statement is not subject to judicial review.*

After the conclusion of the public hearing City Council may act upon Ordinance No. 42-2019



Memorandum

To: Rick Howell - City Manager
From: Walter Scharer – Planning Director
Date: June 10, 2019
Subject: Requested zoning map amendment from R10 to GB2 at 2324 Kings Road Extension.

Executive Summary of Issue – Background

This site is currently vacant.

Review and Comments

The Comprehensive Land Use Plan for this area designates the site in the Corridor Revitalization area.

Recommendation

This proposed zoning map amendment is consistent with the Comprehensive Land Use Plan. Planning and Zoning Board recommends this proposed zoning amendment.

Please schedule a public hearing for this proposed zoning amendment at the next City Council meeting on June 17, 2019.

Attachments: Application, Staff Report, Zoning Map, Notice of Public Hearing, Planning and Zoning Board May 16, 2019 minutes, Certified P&Z Recommendation, and Ordinance



City of Shelby
Planning and Development Services Department

General Application

Address of Subject Property: 2324 Kings Rd
Shelby NC 28152

Applicant(s) Name: Kelly Hendrick
Address: 1241 E. Dixon Blvd.
Shelby NC 28152
Email: KellyHendrick7@gmail.com
Phone: 704-418-4922

Owner(s) Name: Hendrick Appliance
Email: KellyHendrick7@gmail.com
Phone: 704-418-4922

Relationship to Property: Owner Developer, Contractor, etc. Other: _____

- Request for (Check all that apply):
- Annexation (Contiguous & Satellite)
 - Change in Tenant/Building Use
 - Site Plan Review & Zoning Permit
 - Street Name Change
 - Street/ROW Closing
 - Conditional Use Permit or Special Use Permit
 - UDO Text Amendment
 - Zoning Map Amendment
 - Conditional Use Map Amendment
 - Zoning Permit or Home Occupation Permit

Project Information (Fill in applicable information):

Parcel Number: 22203
Proposed Zoning: G B 2
Proposed Land Use: _____
Approx. Building Sq. Ft.: _____
Approx. Project Acreage: _____
Business Name: _____

Provide a detailed description of the **proposed project**. Attach additional pages or documentation if necessary.

Oath: By signing, I hereby certify that all information that I have provided in this application is correct and complete to the best of my knowledge. I understand that providing false or incomplete information may be grounds for denial of my request or may result in future action by the City Council to revoke the permit.

[Signature]
Signature of Applicant

4-15-19
Date

[Signature]
Received by:

4-15-19
Date

Staff Report



To: Shelby Planning & Zoning Board
From: Alan Toney
Planner

Date: April 22, 2019
Meeting: May 16, 2019
File: #1105

OWNER: Hendrick Appliance INC

APPLICANT: Kelly Hendrick

LOCATION: 2324 Kings Road Extension

PARCEL ID #s: 22203

PRESENT ZONING: R10

REQUESTED ZONING: GB2

SURROUNDING ZONING: North: GB2&R10 South: GB&R10 East: R10 West: GB2

UTILITIES: Water: Yes Sewer: No Floodplain: No Watershed: No

ANALYSIS: The 5.249-acre lot is currently undeveloped. Land uses in the area include single-family dwellings, commercial uses, and undeveloped lots. The owner is seeking GB2 zoning.

The R10 Residential District is primarily intended to accommodate low-density or moderate density single-family detached dwellings and modular homes at a maximum density of approximately 4 dwelling units per gross acre. Public water and sewer service is generally available in areas zoned R10. Nonresidential uses permitted within this district include customary accessory, recreational, educational, and institutional land uses that are compatible with the low-density residential character of the R10 District.

The GB2 General Business District is established as a district in which the permitted uses are identical to the GB District except that billboards (outdoor advertising signs) are not permitted in the GB2 District. The GB Business District is established as a district in which to accommodate a wide range of retail; business, professional, and personal services; office; and limited wholesale and warehousing uses. Areas zoned as GB are generally located on the fringe of the central business district and along major highway corridors. Residential uses are permitted at the same density and according to the same dimensional requirements as the R6 Residential District.

STAFF COMMENTS: The Comprehensive Land Use Plan for this area designates this area as Corridor Revitalization. Corridor revitalization areas are portions of heavily traveled corridors that either, have a large presence of automobile oriented uses or declining uses that leave these areas as blighted or under-utilized. Land uses in such areas could include a mix of retail, office, and residential with higher intensity uses close to the intersection of major roads.

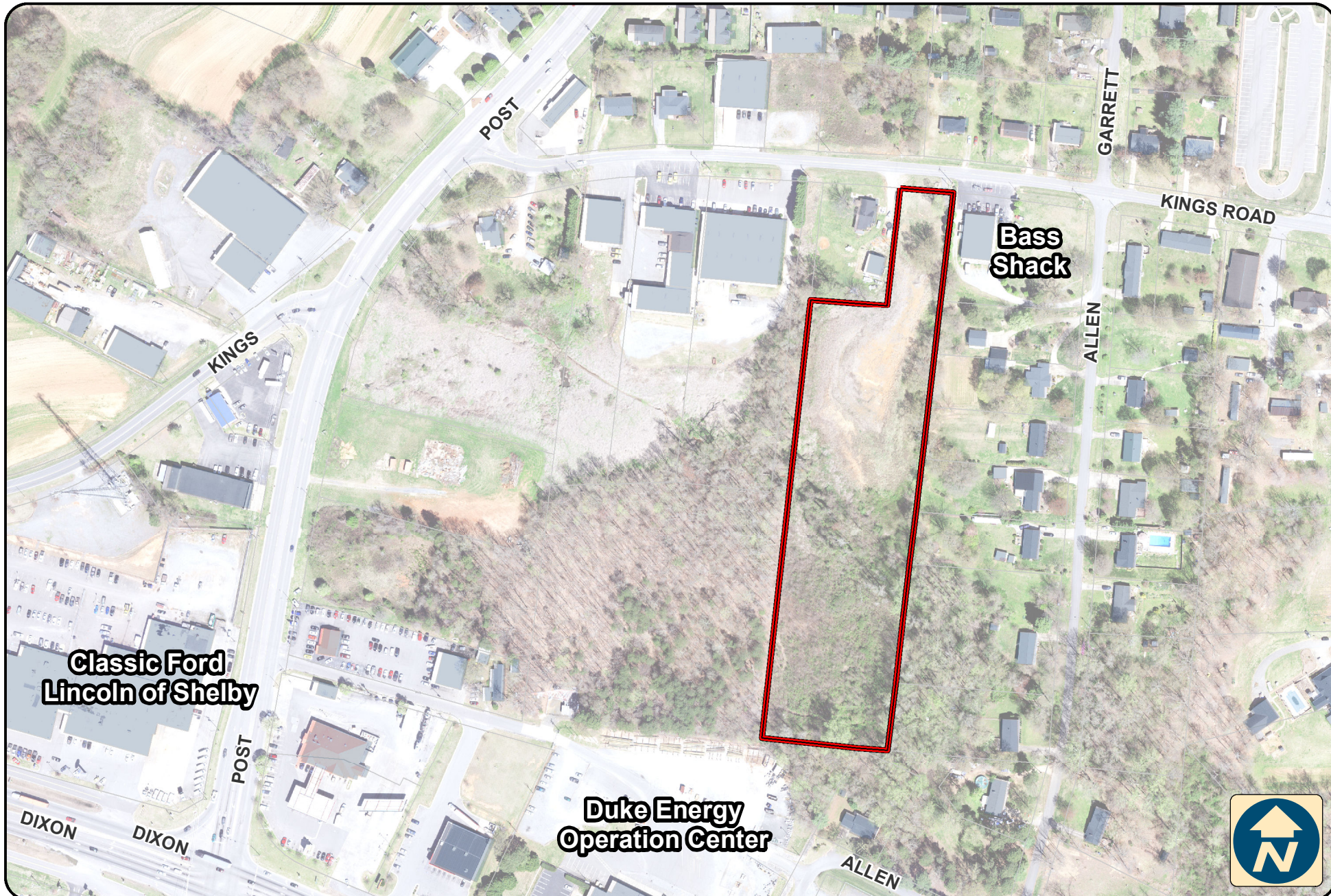
This proposed zoning map amendment is consistent with the Comprehensive Land Use Plan.



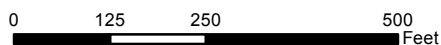
Location Map

2324 Kings Road Extension

Map Information:
Datum: NAD 1983
Coordinate: State Plane
North Carolina (Meter)
Projection: Lambert Conformal Conic
US National Grid
Grid Zone Designation (GZD): 17S
100,000m Square ID: MV/MU



Scale 1:3,000 1 inch = 250 feet



Date: 4/22/2019



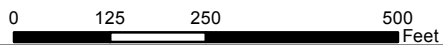
Zoning Map

2324 Kings Road Extension

Map Information:
Datum: NAD 1983
Coordinate: State Plane
North Carolina (Meter)
Projection: Lambert Conformal Conic
US National Grid
Grid Zone Designation (GZD): 17S
100,000m Square ID: MV/MU



Scale 1:3,000 1 inch = 250 feet

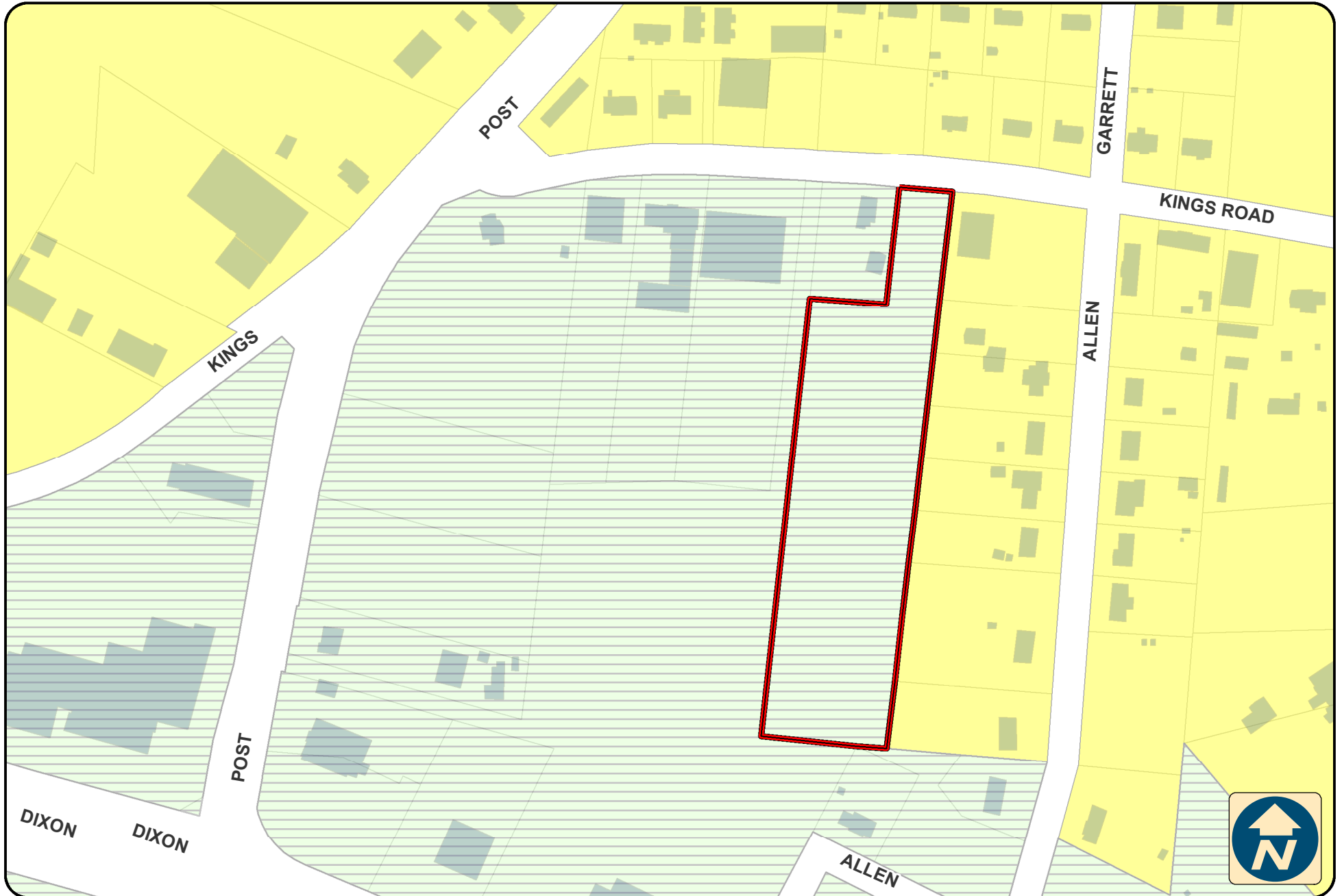


Date: 4/22/2019

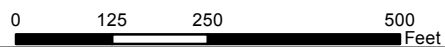


Local Future Land Use Map 2324 Kings Road Extension

Map Information:
Datum: NAD 1983
Coordinate: State Plane
North Carolina (Meter)
Projection: Lambert Conformal Conic
US National Grid
Grid Zone Designation (GZD): 17S
100,000m Square ID: MV/MU



Scale 1:3,000 1 inch = 250 feet



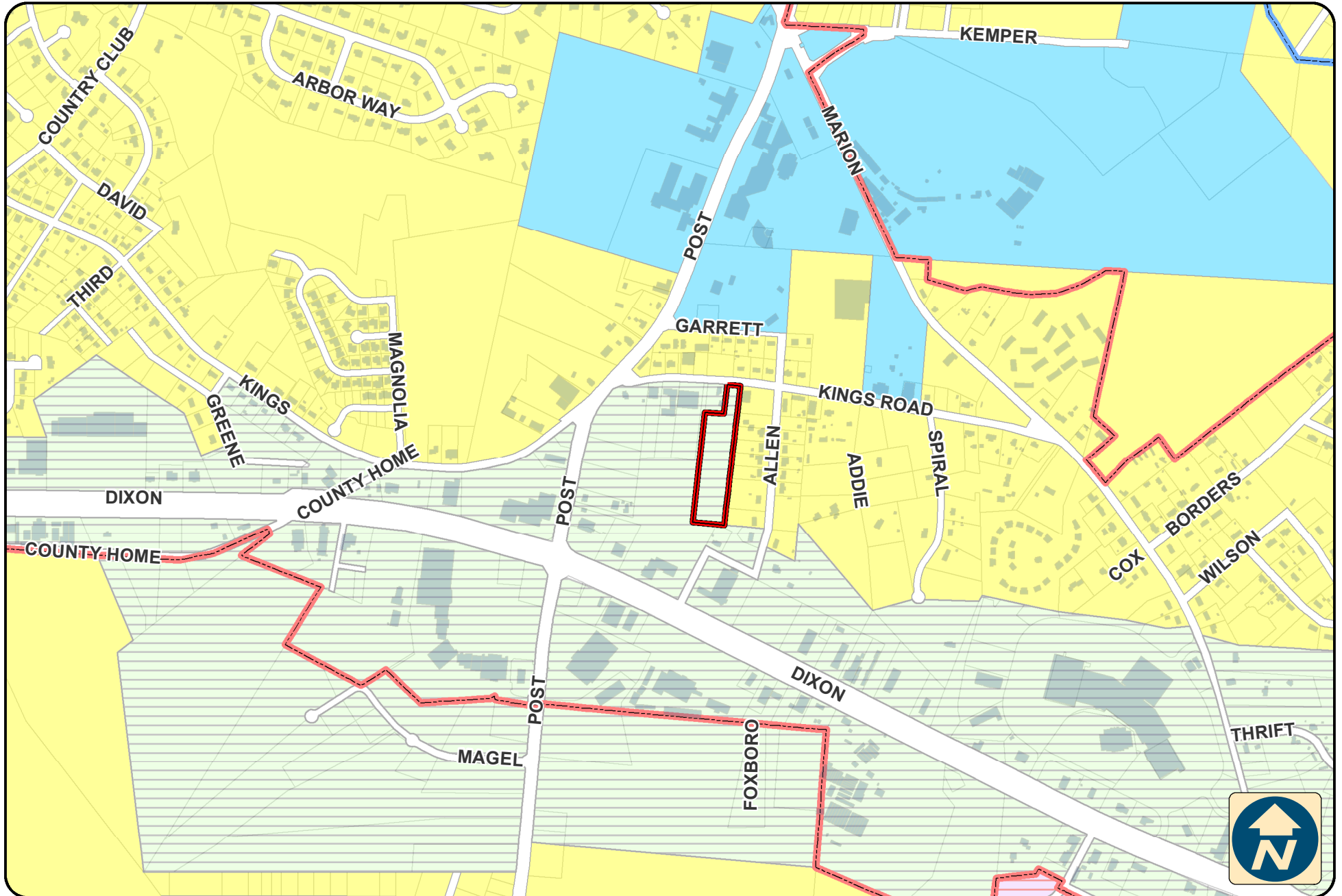
Date: 4/22/2019





Area Future Land Use Map 2324 Kings Road Extension

Map Information:
Datum: NAD 1983
Coordinate: State Plane
North Carolina (Meter)
Projection: Lambert Conformal Conic
US National Grid
Grid Zone Designation (GZD): 17S
100,000m Square ID: MV/MU



Scale 1:12,000 1 inch = 1,000 feet



Date: 4/22/2019



CITY OF SHELBY PLANNING AND ZONING BOARD MINUTES
May 16, 2019
City of Shelby/Cleveland County Airport
830 College Avenue, Shelby, NC

Item 1. Call to Order/Roll Call

Chair Peeler called the meeting to order at 12:15 PM and noted that a quorum was present.

Board Present: Marlene Peeler, Rick Washburn, Charles Hamrick, Mark Carter, Bob Cabaniss, Jeff Aderholt, and Emmanuel Hunt

Staff Present: Walt Scharer (Planning Director), Clint White (Chief Building Inspector), Darin Hallman (Planner), and Alan Toney (Planner)

Others Present: Kelly Hendrick (Applicant)

Item 2. Approval of the Minutes for the March 21, 2019 meeting

Chair Peeler asked if there were any questions or comments about the March 21, 2019 minutes. The minutes were approved as submitted.

Item 3. Proposed Zoning Map Amendment 2324 Kings Road Extension

Mr. Toney presented this proposed zoning map amendment. The subject property is zoned R10. The subject property is currently undeveloped. Other land uses in the area include single-family dwellings, commercial uses, and institutional uses.

The R10 Residential District is primarily intended to accommodate low-density or moderate density single-family detached dwellings and modular homes at a maximum density of approximately 4 dwelling units per gross acre. Public water and sewer service is generally available in areas zoned R10. Nonresidential uses permitted within this district include customary accessory, recreational, educational, and institutional land uses that are compatible with the low-density residential character of the R10 District.

The GB2 General Business District is established as a district in which the permitted uses are identical to the GB District except that billboards (outdoor advertising signs) are not permitted in the GB2 District. The GB Business District is established as a district in which to accommodate a wide range of retail; business, professional, and personal services; office; and limited wholesale and warehousing uses. Areas zoned as GB are generally located on the fringe of the central business district and along major highway corridors. Residential uses are permitted at the same density and according to the same dimensional requirements as the R6 Residential District.

Mr. Hendrick was introduced and answered questions from the board,

A discussion of the application amongst the board members and staff occurred.

This proposed amendment is consistent with the City’s Comprehensive Land Use Plan.

Motion: Mr. Hamrick made the motion to recommend approval of this proposed zoning map amendment from R10 to GB2.

Second: Mr. Carter. **Action:** This motion passed unanimously.

Item 4 Announcements

Mr. Scharer gave updates concerning park openings, streetscape work, and answered questions from the board.

Item 5. Motion to adjourn.

Chair Peeler adjourned the meeting at 12:26 pm.



Certified Recommendation

City of Shelby Planning & Zoning Board

Case File: 1105

Amendment: A Zoning Map Amendment for property located at 2324 Kings Road Extension with PIN #s: 22203 from Residential 10 (R10) zoning district to General Business 2 (GB2) zoning district.

Recommendation: **The Planning and Zoning Board recommends approval of the proposed zoning map amendment for property located at 2324 Kings Road Extension with PIN #s: 22203 from Residential 10 (R10) zoning district to General Business 2 (GB2) zoning district.**

Findings &

Reasons: 1. The proposed zoning map amendment is consistent with the Comprehensive Land Use Plan.

Motion: Mr. Hamrick made the motion to recommend approval of this proposed zoning map amendment from Residential 10 (R10) zoning district to General Business 2 (GB2).

Second: Mr. Carter

Action: This motion passed unanimously.

Signatures: Walter Scharer
Planning and Development Director

Marlene Peeler
Planning and Zoning Board Chair

Date: 5/16/2019

Date: 5/16/2019

**NOTICE OF PUBLIC HEARING
APPLICATION #: 1105-2019
ZONING MAP AMENDMENT**

The City Council of Shelby, North Carolina will conduct a public hearing during its regular meeting at 6:00 p.m., Monday, June 17, 2019 in the City Hall Council Chambers located at 300 South Washington Street, Shelby, North Carolina. City Council will consider a proposed zoning map amendment from Residential 10 (R10) Zoning District to General Business 2 (GB2) Zoning District for property located at 2324 Kings Rd. Ext. with the Cleveland County Parcel Number 22203.

A more detailed description and map of this property are available for public inspection in the Planning and Development Services Department located at 315 South Lafayette Street, Shelby, North Carolina, during regular business hours, 8:00 AM until 5:00 PM. Also, you can call (704) 484-6829 for more information.

The City Council may change the existing zoning classification of the entire area covered by the petition or any part thereof, without the withdrawal or modification of the petition or further publication of notice.

Persons interested in being heard on this matter are invited to comment on the proposed rezoning at the hearing, whether for or against. Comments may be presented orally at the hearing, in writing prior to the hearing, or both.

Members of the public with special needs wishing to attend this meeting should call the City Clerk (704 484-6800) at least 24 hours prior to the meeting to request assistance.

Bernadette A. Parduski, NC-CMC, IMC-MMC
City Clerk

The Shelby Star:

Please publish this notice as a legal line ad on Tuesday, June 4, 2019 and again on Tuesday, June 11, 2019.

Mail invoices with affidavits to Walter Scharer, City of Shelby, PO Box 207, Shelby, NC 28151. Thank you.

ORDINANCE NO. 42-2019

**A PROPOSED ORDINANCE AMENDING THE ZONING MAP OF
THE CITY OF SHELBY, NORTH CAROLINA**

WHEREAS, the City of Shelby has received an application requesting the rezoning of property located within the City or its Area of Extraterritorial Jurisdiction; and,

WHEREAS, the Shelby Planning and Zoning Board has reviewed said application for a zoning change and has made its findings and recommendations to City Council; and,

WHEREAS, the Shelby Planning and Zoning Board found that the zoning change is consistent with the Comprehensive Land Use Plan; and,

WHEREAS, in accordance with GS 160A-364, a public hearing on this proposed rezoning was held by City Council on June 17, 2019 after due publication of said hearing as required by law; and,

WHEREAS, after hearing all who wished to be heard on this matter and upon review of the findings and recommendations of the Planning and Zoning Board, City Council now desires to act on this matter.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:

Section 1. This zoning change is consistent with the City of Shelby Comprehensive Land Use Plan.

Section 2. In accordance with Chapter 160A, Article 19 of the North Carolina General Statutes, as amended, the Shelby Unified Development Ordinance and Shelby Zoning Map (Appendix A of the Shelby City Code), 2324 Kings Road Extension is hereby amended from R10 Zoning District to GB2 Zoning District. Said area of zoning is more fully described as the parcel listed by the Cleveland County Tax Office as Parcel Identification Number 22203.

Section 3. The City Clerk of the City of Shelby is hereby authorized and directed to cause the provisions of Section 2 of this ordinance to be properly codified, and the City Clerk is further authorized and directed to cause her official records and the Official Zoning Map of the City of Shelby to be properly amended to reflect the approved zoning changes.

Section 4. This ordinance shall become effective upon its adoption and approval.

Ordinance No. 42-2019

June 17, 2019

Page 2

ADOPTED AND APPROVED this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

APPROVED AS TO FORM:

Robert W. Yelton
City Attorney

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

E. Consent Agenda:

Prior to approval and adoption of the agenda, a Council Member may move an item from the Consent Agenda to the regular agenda. Items remaining on the Consent Agenda will be considered collectively through a single motion, second, and vote.

Agenda Item: E-1

- 1) Approval of the Minutes of the Regular Meeting of June 3, 2019

Consent Agenda Item: (Bernadette Parduski, City Clerk)

Summary of Available Information:

Please read and offer changes as you deem necessary.

- Minutes of the Regular Meeting of June 3, 2019.

City Manager's Recommendation / Comments

Approve the minutes as presented or as amended by the Mayor and City Council via the Consent Agenda.

MINUTES

Regular Meeting
City Hall Council Chamber

June 3, 2019
Monday, 6:00 p.m.

Present: Mayor O. Stanhope Anthony III, presiding; Council Members Eric B. Hendrick, David W. White, David Causby, Violet Arth Dukes, Charles Webber, and Dicky Amaya; City Manager Rick Howell, ICMA-CM, City Attorney Robert W. (Bob) Yelton, City Clerk Bernadette A. Parduski, Assistant City Manager/Director of Finance Justin S. Merritt, MPA, Director of Human Resources Deborah (Deb) Jolly, Director of Energy Resources Julie R. McMurry, Police Chief Jeffrey H. (Jeff) Ledford, Fire Chief William P. Hunt, MPA, EFO, Director of Public Works Daniel C. (Danny) Darst, Jr., and Director of Planning and Development Services Department Walter (Walt) Scharer, AICP

Mayor Anthony called the meeting to order at 6:00 p.m. and welcomed all who were in attendance. The Mayor called for a moment of silence in mourning the victims of the recent attack at the Virginia Beach Municipal Center and gave the invocation. Mrs. Parduski led the *Pledge of Allegiance*.

A. Approval of agenda:

- 1) Motion to adopt the proposed agenda

ACTION TAKEN: Upon a motion made by Mr. White, City Council voted unanimously to approve the agenda as presented.

B. Public Hearing:

- 1) Consideration of a proposed ordinance designating a local historic landmark – Bank OZK, Shelby, North Carolina: Ordinance No. 40-2019

Mr. Scharer introduced the proposed ordinance designating a local historic landmark for Council's consideration. He stated Bank OZK submitted a Landmark Designation Application to the Cleveland County Historic Preservation Commission seeking local historic landmark designation for the entire exterior and partial interior in order to recognize the property's architectural and historical significance.

Mr. Scharer explained since 2005, the Cleveland County Historic Preservation Commission has served as the Historic Preservation Commission for the City of Shelby through an inter-local agreement. The

Commission is solely responsible for reviewing and designating historic landmark properties. Based on the inter-local agreement, Shelby City Council must hold a public hearing prior to adopting any ordinance designating a historic landmark property.

Mr. Scharer further stated the North Carolina State Historic Preservation Office reviewed the Local Historic Landmark Designation Report as required by the North Carolina General Statutes and offered their comments on the report. State staff noted the Blanton and Wray Buildings, which housed First National Bank (Clerk's note: Bank of the Ozarks acquired First National Bank in 2013; Bank of the Ozarks became Bank OZK in 2018), Central Hotel, Hotel Charles, and Wray-Nix Company and its successors, appear to lack both the special significance and architectural integrity that are necessary for individual landmark designation. These are important structures in Uptown Shelby, but do not rise to the level of being eligible for landmark designation.

Mr. Scharer concluded by stating the Cleveland County Historic Preservation Commission recommended this Historic Landmark Property Designation. However, City staff believes the Historic Preservation Commission ignored the recommendation of the State Historic Preservation Office and approved the application. He further concluded City staff strongly recommended not approving this application for Historic Landmark Property Designation due to the State Historic Preservation Office's review that this property lacks special significance and architectural integrity that are necessary for individual landmark designation. It was noted the State Historic Preservation Office cautioned City Council to keep in mind the standard they want to see for Local Landmark Designation in Shelby. Additionally, a downtown consisting of a majority of individually landmarked properties negates the purpose of individual designation.

Mayor Anthony opened the public hearing at 6:06 p.m. and invited comments from the public. The public offered no comments.

Mayor Anthony closed the public hearing at 6:07 p.m.

ACTION TAKEN: Upon a motion made by Mr. White, City Council voted unanimously to deny Ordinance No. 40-2019 entitled, "A PROPOSED ORDINANCE DESIGNATING A LOCAL HISTORIC LANDMARK – BANK OZK, SHELBY, NORTH CAROLINA".

C. Consent Agenda:

ACTION TAKEN: Mayor Anthony presented the consent agenda. Mr. Amaya

made a motion to approve the consent agenda. The consent agenda and following items were unanimously approved:

- 1) Approval of the Minutes of the Regular Meeting of May 20, 2019
- 2) Approval of Special Event Permit Applications:
 - a. Uptown Shelby Sculpture Celebration, requested date: June 8, 2019
 - b. Hardin Drive Neighborhood Block Party, requested date: July 27, 2019
- 3) Approval of a resolution awarding the contract for the City of Shelby Fiscal Year 2018-2019 Street Resurfacing Program: Resolution No. 40-2019
- 4) Adoption of Fiscal Year 2018-2019 Budget Ordinance Amendment No. 9: Ordinance No. 41-2019

END CONSENT AGENDA

D. Unfinished Business:

- 1) Discussion of Recycling Program Contract Renewal

Mr. Howell reminded Council the City entered into a contract with Republic Services to provide curbside single stream recycling services beginning January 1, 2012 for an initial five (5) year term with the option to renew for an additional three (3) year extension. The current extension expires December 31, 2019. The City currently bills all 7,476 residential customers \$3.00 per month and provides a fifty cent (.50) credit for those 6,447 (representing 86 percent) residential customers participating in the program. The remaining 1,029 residential customers pay the full \$3.00 per month. There are also 272 commercial customer accounts that participate voluntarily in the program.

Mr. Howell stated for the past several months staff has been meeting with Republic Services representatives attempting to address a contract renewal after the end of the year. Unfortunately, world events impacting the recycling market have complicated these discussions. A preliminary proposal made by Republic Services would raise the current per cart collection fee from \$2.78 to \$5.25 per month effective July 1, 2019. Republic Services has explained their costs at the Rutherford County Recycling Transfer Station are to increase dramatically per ton (\$130) and if contaminated, the additional cost to landfill will be increased by \$63 per ton.

Republic Services is attempting to pass those costs on to the City. The current contract extension does not provide for Republic Services to pass this increased cost on to the City. Mr. Howell stated the current proposal from Republic Services is not acceptable; however, the City will continue to negotiate in good faith, weighing the benefits versus costs. If the City refuses to pay, this would result in a breach of contract.

Mr. Howell also discussed the challenges of participating in a recycling program with regard to education and elimination. A critical aspect for all recycling programs is proper separation of recycling materials from regular solid waste garbage. Educating the public about adding unacceptable materials such as glass and plastic bags to the recycling containers will contaminate the load, which means it goes to the landfill, is key.

Discussion followed and included recycling alternatives and other options as to recycling companies and allowing the public to have a voice about continuing a recycling program.

Council received the information and took no action.

E. New Business: None

F. City Manager's Report:

1) Mr. Howell provided the following project updates:

- Water Treatment Plant Upgrades Project – moving along very well
- Farmville Road elevated storage water tank near Clearwater Paper Corporation – due to be operational in September 2019
- First Broad River Wastewater Treatment Plant Bio-solids Improvement Project – ongoing and moving forward
- Utility relocation projects – all continuing
- Shelby-Cleveland County Regional Airport T-Hangar Project – on schedule and moving forward
- Mafic USA, LLC – as previously agreed, Mafic has requested the extension of the City's natural gas line to their facility in order to operate their new furnace
- Electrical Distribution System Reconductoring Projects – are moving forward
- South Washington Street Streetscape Project – is wrapping up; the Uptown Shelby Streetscape Project will re-bid on June 6, 2019
- Greenheck Fan Corporation announcement – With Greenheck's recent announcement that it will expand its manufacturing facilities

in Shelby and plans to develop a campus setting within the Foothills Commerce Center, Mr. Howell expressed his appreciation to Council for their support of this expansion project and Council, in turn, expressed its appreciation to City staff for their efforts and work with the Greenheck project.

- Foothills Commerce Center – with only two lots left, there will be a staff recommendation regarding a future shell building

G. Council Announcements and Remarks:

- 1) Mayor Anthony announced and encouraged all to attend the Come Hear NC Concert in Shelby on June 8, 2019 at 7:00 p.m., Don Gibson Theatre.
- 2) Mayor Anthony recognized the generosity of the City's employees as he proudly announced another successful United Way campaign by the City of Shelby. The Mayor acknowledged the City was the recipient of an Eagle Award and the 2018 Spirit of North Carolina Award for campaign excellence, raising a record \$136,000 as Number 1 in the nation for local government campaigns.
- 3) Mayor Anthony announced and encouraged all to attend the Uptown Shelby Association's Sculpture Celebration on June 8, 2019 from 11:00 a.m. to 1:00 p.m. at 206 South Washington Street.
- 4) Mr. Webber echoed the Mayor's comments regarding the City's 2018 United Way campaign, adding the record is highly commendable.

Mr. Webber also expressed his appreciation to the public and the City for their generous response to the scholarship fund honoring his late daughter, Faith Webber. He was gratified to announce three scholarships will be awarded to Shelby High School graduates.

- 5) Mr. Causby echoed the Mayor's comments regarding the City's successful 2018 United Way campaign.

Mr. Causby was impressed by the participation and talent in the annual Chalk Fest held on June 1, 2019 around the Court Square sponsored by the Cleveland County Arts Council.

- 6) Mr. Amaya also attended the Shelby Breakfast Rotary Club Putt-Putt Tournament and the Chalk Fest on June 1, 2019 in Uptown Shelby around the Court Square.

- 7) Mrs. Arth Dukes echoed the Mayor's comments regarding the City's successful 2018 United Way campaign, adding her congratulations to City staff.

She also reiterated her position on the City's recycling program, hoping a solution can be found to keep the program active.

H. Adjournment:

- 1) Motion to adjourn

ACTION TAKEN: Upon a motion made by Mr. Amaya, City Council voted unanimously to adjourn the meeting at 6:45 p.m.

Respectfully submitted,

Bernadette A. Parduski, NCCMC, MMC
City Clerk

O. Stanhope Anthony III
Mayor

Minutes of June 3, 2019

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: E-2

- 2) Approval of a Special Event Permit Application:
 - a. The Salvation March of Witness, requested date: June 30, 2019
 - b. Shining in Shelby, requested dates: May 8-10, 2019

Consent Agenda Item: (Bernadette A. Parduski, City Clerk)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Bernadette A. Parduski, City Clerk to Rick Howell, City Manager
- Memorandums dated June 7, 2019 and May 17, 2019 from Bernadette A. Parduski, City Clerk to Police Chief Jeff Ledford, Fire Chief William Hunt, Fire Marshal Phil Lane, Parks and Recreation Director Charlie Holtzclaw, Public Works Director Danny Darst, Assistant Director Public Works Scott Black, Director of Water Resources David Hux, Director of Engineering Services Ben Yarboro, Director of Energy Services Julie McMurry, Electric Superintendent Jeff Freeman and Planning Director Walter Scharer
- Special Event Permit Applications

City Manager's Recommendation / Comments

These events are in keeping with special event practices of the City. It is my recommendation that this item be approved by City Council at this time via the Consent Agenda.

Memo

To: Rick Howell, City Manager
From: Bernadette A. Parduski, City Clerk
Date: June 10, 2019
Re: Special Event Permit Applications

BACKGROUND:

Special Event Permit Applications have been submitted for the following:

- ✓ The Salvation Army March of Witness, requested date: June 30, 2019
- ✓ Shining in Shelby, requested dates: May 8-10, 2019

REVIEW:

All responding City departments have received, reviewed, and approved the referenced applications.

RECOMMENDATION:

Please place the attached Special Event Permit Applications on the Consent Agenda of June 17, 2019 for Council's review and approval.

ATTACHMENTS:

- A. Special Event Permit Application packet received June 6, 2019
- B. Special Event Permit Application packet received May 3, 2019

Memo

To: Police Chief Jeff Ledford, Fire Chief William Hunt, Fire Marshal Phil Lane, Parks & Recreation Director Charlie Holtzclaw, Public Works Director Danny Darst, Assistant Director of Public Works Scott Black, Director of Engineering Services Ben Yarboro, Director of Water Resources David Hux, Director of Energy Services Julie McMurry, and Planning and Development Services Director Walt Scharer

From: Bernadette A. Parduski, City Clerk

CC: Rick Howell, City Manager

Date: June 7, 2019

Re: Special Event Permit Application

All:

Attached you will find a Special Event Permit Application submitted by Sgt. Les Ashby of the Salvation Army as follows:

- ✓ The Salvation Army March of Witness, requested date: June 30, 2019

Please carefully review the details of this application as it pertains to your department, and let me know of any anticipated problems/objections that you would like to bring to the attention of the City Council. If there are none, please let me know that as well. The event will be considered by City Council at the June 17, 2019 meeting and recommended for approval unless you advise otherwise. If I do not hear from you by June 12, 2019, it will be assumed that you are in agreement with the application as presented.

As always, thanks for your attention and consideration.

Attachment

**CITY OF SHELBY
SPECIAL EVENT PERMIT APPLICATION**



Each question must be legible and answered clearly and completely. Applications must be filed with the City Clerk not less than thirty (30) days before the date on which the event is to take place. A fee of \$20.00 will be due upon submission of the application form.

1. EVENT NAME:

The Salvation Army March of Witness

2. PURPOSE AND BRIEF DESCRIPTION OF EVENT:

Promoting the Salvation Army music programs

3. LOCATION OF EVENT (ATTACH MAP):

City Pavilion

4. PLEASE INDICATE:

Approximately how many people will attend the event? 150

Approximately how many vehicles will be present? None

Approximately how many animals will be present? none

If the event is a parade, please indicate the amount of street that will be needed:

Single lane _____

All lanes in travel direction ✓yes

Whole street _____

5. PLEASE LIST THE FOLLOWING PARTY (IES) RESPONSIBLE FOR THE EVENT:

Name: Sgt. Les Ashby

Address: 305 N. Lafayette St. Shelby NC

Phones: 704-418-5351
(Daytime) (Evening)

E-mail address les.ashby@uss.salvationarmy.org

Name: _____

Address: _____

Phones: _____
(Daytime) (Evening)

E-mail address _____

6. PLEASE LIST THE FOLLOWING:

Requested day(s) and date(s) Sunday, June 30th

Alternate day(s) and date(s) _____

Requested hours of operation, from 12:30 AM/PM to 1:00 AM/PM

7. EVENT NOTIFICATION TO RESIDENTS AND BUSINESSES: As an event planner, you are responsible for notifying the neighbors and businesses in the surrounding area of your event. The City requires notifying as many businesses and residents around the event site as possible as early as possible. Please provide your plan of notification at the time you submit your permit application.

8. SANITATION: Please attach your "Plan for Clean-Up." Please check Application Instruction sheet for details.

9. AVAILABILITY OF FOOD, BEVERAGES, AND/OR ENTERTAINMENT:

If there will be music, sound amplification, or any other noise impact, please describe on attached sheet, including the intended hours of the music, sound, or noise.

Will alcoholic beverages be served? No

If yes, attach to the application a copy of your permit from the Cleveland County Alcoholic beverage Control Board. Alcohol may not be served without a permit.

Will food and/or no-alcoholic beverages be served? No

If yes, attach to the application a copy of your permit from the Cleveland County Department of Health Services.

10. SECURITY AND SAFETY PROCEDURES: Attach to this application a copy of your building permit(s) if you are installing any electrical wiring on a temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, viewing stands, stages, or platforms.

Attach a copy of your Shelby Fire & Rescue Department Permit or permits to this application if you will use parade floats; an open flame; fireworks; or pyrotechnics; vehicle fuel; cooking facilities; enclosures (and tables within those enclosures); tents; air-supported structures; and/or any fabric shelter.

Give name, address, and phone numbers of the agency or agencies, which will provide first aid staff and equipment. Attach additional sheets if necessary.

Name: _____
Address: _____
Phones: _____

Indicate medical services that will be provided for the event.

AMBULANCE: _____
DOCTOR (S): _____
PARAMEDICS: _____

11. CITY SERVICES/EQUIPMENT REQUESTED FOR THIS EVENT:

12. ANY ADDITIONAL COMMENTS:

The Salvation Army Youth Band will be marching & playing their instruments from 305 N Lafayette to Marion turning right to march to the City Pavilion. They will then perform a concert from 1:30 - 3:00 pm.

THE CITY OF SHELBY IS NOT A CO-SPONSOR OF THE EVENT

It is understood and agreed that any permit issued pursuant to this application is issued on the condition that the answers herein given are true and correct to the best of the knowledge, information, and belief of the applicant.

Les Ashby

SIGNATURE

The Salvation Army of Cleveland Co.

APPLICANT

PHONE

305 N Lafayette St. Shelby, NC

PHYSICAL ADDRESS

les.ashby@uss.salvationarmy.org

E-MAIL ADDRESS

6/5/2019

DATE



CITY OF SHELBY
FACILITY USE AGREEMENT

pd
6-5-19
check

Date: 4/3/19

Facility: City Pavilion

Base Rental Fee: \$40/hr. (3 hour minimum)

Rental Date: SUN. 4/30/19 Hours: 1PM - 4PM

Renter: Salvation Army - Cassie HERNDON - Sgt. Les Ashby

Address: 305 N. Lafayette St.

Email Address: starwriter1@yahoo.com

City: Shelby State: NE Zip: 20150

Phone H) 704-476-5755 B) 704-482-0575

Rental Fee: \$120⁰⁰ Notes: 3 HR @ \$40 HR

Staff Fee: \$175⁰⁰ Notes: 1 Supervisor + 1 Staff 12PM - 5PM

Security Fee: — Notes: —

Other Charges: — Notes: —

Total Fee: \$295⁰⁰ Notes: Includes \$50 Non-Refundable Deposit Fee Due Day of Agreement

Remaining Fee After \$50 Deposit: — Date Required: —

RENTAL AGREEMENT

Up to 20 Tables and 150 Chairs provided by City (Extra chairs \$1 and tables \$10 each)

1. Renter is required to have Shelby Alcoholic Beverage Control Board Permit if alcoholic beverages are served/allowed at event
2. Curfew is 10:00pm
3. This a tobacco free facility
4. No motorized vehicles allowed inside the Pavilion
5. This facility is not to be used for "Flea Market / Yard Sale" type of events
6. Renter is responsible for any vandalism and damages resulting in use of facility
7. The City reserves the right to require Fire Marshall Inspection (— Y / — N)
8. The City reserves the right to require police security (— Y / — N)
9. The City reserves the right to require a Certificate of Insurance (— Y — N)
10. No cooking or grilling allowed on the premises unless approved by City in advance (— Y — N) If yes, renter is required to have a charged fire extinguisher on site.
11. Renter must be at least 21 years old and provide a valid Driver's License in order to rent facility.
12. Decorations must be removed by renter at end of event
13. Tents may be weighed down using sandbags, water containers, etc. Absolutely no stakes allowed.
14. For events with 400 or more attendees, renter is required to pay for porta-johns (One for 400 - 499; Two for 500 - 599; Three 600 - 699, etc.)
15. The City reserves the right to revoke this use privilege due to renter's failure to obey rules and regulations, or by misrepresenting type of event/use

Wi-Fi Password - Tomatoes2019

Renter Signature: X Sgt. Les Ashby Date: X 6/4/2019

Park Representative: Dan Fair Date: 3/3/19

Approved: Charlie Hallyalane Date: 3/3/19

Memo

To: Police Chief Jeff Ledford, Fire Chief William Hunt, Fire Marshal Phil Lane, Parks & Recreation Director Charlie Holtzclaw, Public Works Director Danny Darst, Assistant Director of Public Works Scott Black, Director of Engineering Services Ben Yarboro, Director of Water Resources David Hux, Director of Energy Services Julie McMurry, Electric Superintendent Jeff Freeman, and Planning and Development Services Director Walt Scharer

From: Bernadette A. Parduski, City Clerk

CC: Rick Howell, City Manager

Date: May 17, 2019

Re: Special Event Permit Application

All:

Attached you will find a Special Event Permit Application submitted by Roger Holland as follows:

- ✓ Shining in Shelby, requested dates: May 8 – 10, 2020

Please carefully review the details of this application as it pertains to your department, and let me know of any anticipated problems/objections that you would like to bring to the attention of the City Council. If there are none, please let me know that as well. The event will be considered by City Council at the June 17, 2019 meeting and recommended for approval unless you advise otherwise. If I do not hear from you by June 10, 2019, it will be assumed that you are in agreement with the application as presented.

As always, thanks for your attention and consideration.

Attachment

RECEIVED

MAY 3 2019

CITY OF SHELBY NC
OFFICE OF THE CITY CLERK

CITY OF SHELBY SPECIAL EVENT PERMIT APPLICATION

Each question must be legible and answered clearly and completely. Applications must be filed with the City Clerk not less than thirty (30) days before the date on which the event is to take place. A fee of \$20.00 will be due upon submission of the application form.

1. EVENT NAME:

SHINING IN SHELBY

2. PURPOSE AND BRIEF DESCRIPTION OF EVENT:

AN AIRSTREAM EVENT WHERE APPROX. 30 AIRSTREAMS WILL PARK AROUND THE COURTSQUARE FROM FRIDAY TO SUNDAY

3. LOCATION OF EVENT (ATTACH MAP):

SEE ATTACHED MAP

4. PLEASE INDICATE:

Approximately how many people will attend the event? 60

Approximately how many vehicles will be present? 30 AIRSTREAMS & 30 TOWVEHICLE

Approximately how many animals will be present? 20

If the event is a parade, please indicate the amount of street that will be needed: NA.

Single lane _____

All lanes in travel direction _____

Whole street _____

5. PLEASE LIST THE FOLLOWING PARTY (IES) RESPONSIBLE FOR THE EVENT:

Name: ROGER HOLLAND

Address: 208 DEERCHASE RD SHELBY, NC 28150

Phones: 704-472-4109 704-472-4109
(Daytime) (Evening)

roger@h-architects.com
E-mail address

Name: _____

Address: _____

Phones: _____
(Daytime) (Evening)

E-mail address

6. PLEASE LIST THE FOLLOWING:

Requested day(s) and date(s) MAY 8-10, 2020

Alternate day(s) and date(s) _____

Requested hours of operation, from 9:00 AM/PM to 1:00 AM/PM
FRIDAY SUNDAY

7. EVENT NOTIFICATION TO RESIDENTS AND BUSINESSES: As an event planner, you are responsible for notifying the neighbors and businesses in the surrounding area of your event. The City requires notifying as many businesses and residents around the event site as possible as early as possible. Please provide your plan of notification at the time you submit your permit application. ✓

8. SANITATION: Please attach your "Plan for Clean-Up." Please check Application Instruction sheet for details. NO CLEAN UP NECESSARY

9. AVAILABILITY OF FOOD, BEVERAGES, AND/OR ENTERTAINMENT:

If there will be music, sound amplification, or any other noise impact, please describe on attached sheet, including the intended hours of the music, sound, or noise.

Will alcoholic beverages be served? NO

If yes, attach to the application a copy of your permit from the Cleveland County Alcoholic beverage Control Board. Alcohol may not be served without a permit.

Will food and/or no-alcoholic beverages be served? NO

If yes, attach to the application a copy of your permit from the Cleveland County Department of Health Services.

10. SECURITY AND SAFETY PROCEDURES: Attach to this application a copy of your building permit(s) if you are installing any electrical wiring on a temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, viewing stands, stages, or platforms.

Attach a copy of your Shelby Fire & Rescue Department Permit or permits to this application if you will use parade floats; an open flame; fireworks; or pyrotechnics; vehicle fuel; cooking facilities; enclosures (and tables within those enclosures); tents; air-supported structures; and/or any fabric shelter.

Give name, address, and phone numbers of the agency or agencies, which will provide first aid staff and equipment. Attach additional sheets if necessary.

Name: N.A.
Address: _____
Phones: _____

Indicate medical services that will be provided for the event.

AMBULANCE: N.A.
DOCTOR (S): N.A.
PARAMEDICS: N.A.

11. CITY SERVICES/EQUIPMENT REQUESTED FOR THIS EVENT:

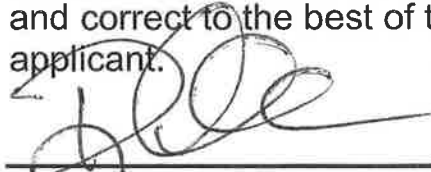
POLICE ASSISTANCE ON FRIDAY MAY 8 FROM APPROX 8:30 AM TO 10:00 AM
USE OF A MANHOLE FOR SANITARY SEWER DUMP ON SUNDAY MAY 10

12. ANY ADDITIONAL COMMENTS:

WE WOULD LIKE TO HAVE THE POWER PEDASTALS AVAILABLE
FOR THIS EVENT AS WELL

THE CITY OF SHELBY IS NOT A CO-SPONSOR OF THE EVENT

It is understood and agreed that any permit issued pursuant to this application is issued on the condition that the answers herein given are true and correct to the best of the knowledge, information, and belief of the applicant.



SIGNATURE

ROGER HOLLAND

APPLICANT

704.472.4109

PHONE

208 DEERCHASE RD.

PHYSICAL ADDRESS

SHELBY, NC 28156

roger@h-architects.com

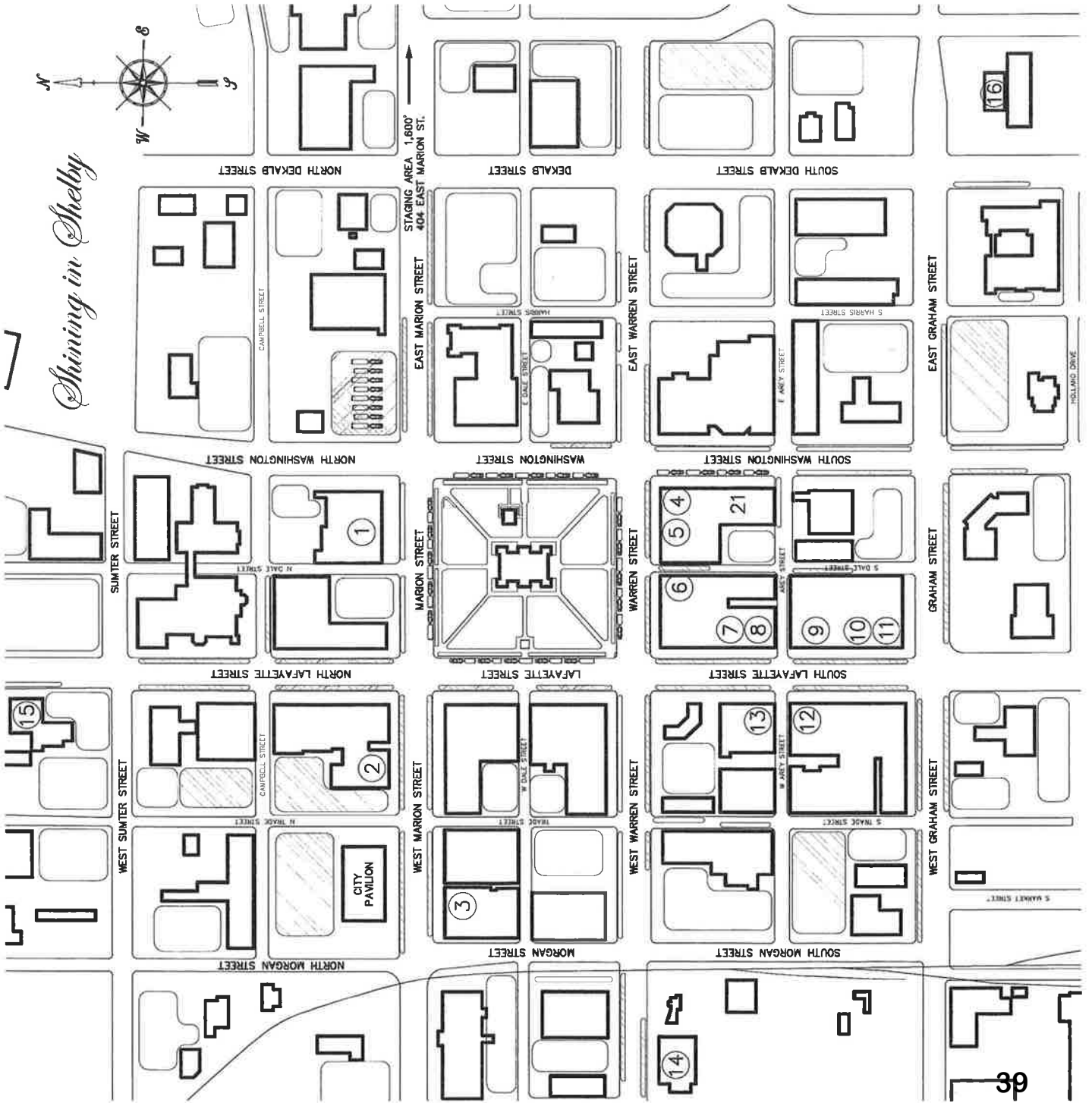
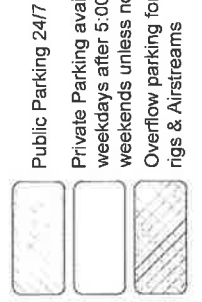
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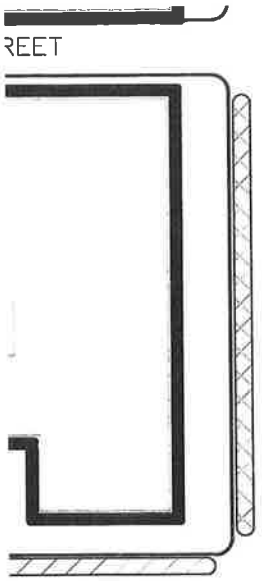
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DATE

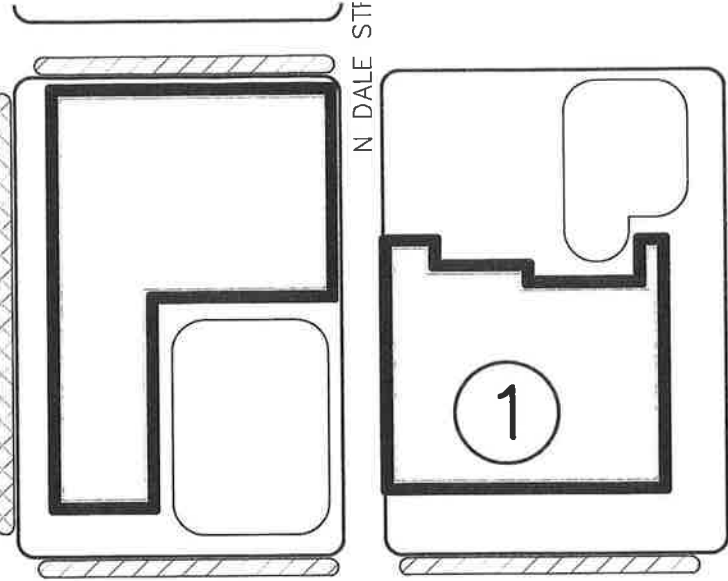
RESTAURANTS & BEVERAGES

- ① Tuscano's Bistro
- ② J-Bird's Deli & Ales
- ③ Izzi Q Barbeque
- ④ Pfeiffer Cafe & Confections
- ⑤ Lily Bean Coffee Shop
- ⑥ Dragonfly Wine & Beer Market
- ⑦ Joe's Place Pub & Grill
- ⑧ Newgrass Brewing Co. Tasting Room & Restaurant
- ⑨ Uptown Olive Oil
- ⑩ Uptown Sweets & Treats
- ⑪ Pleasant City Wood Fired Grille
- ⑫ Shelby Cafe
- ⑬ Ni Fen Bistro
- ⑭ Mi Pueblito's Mexican Restaurant
- ⑮ Jimmy John's
- ⑯ El Alcapulco Mexican Restaurant



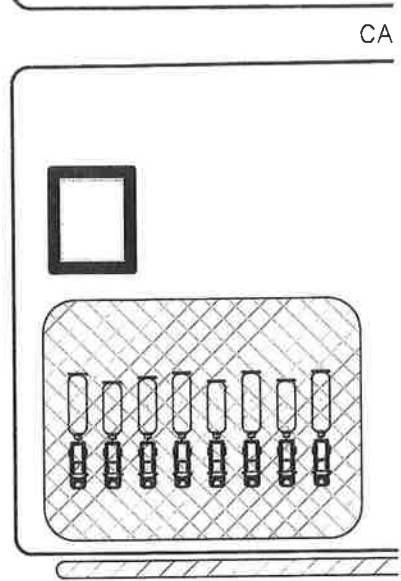


NORTH LAFAYETTE

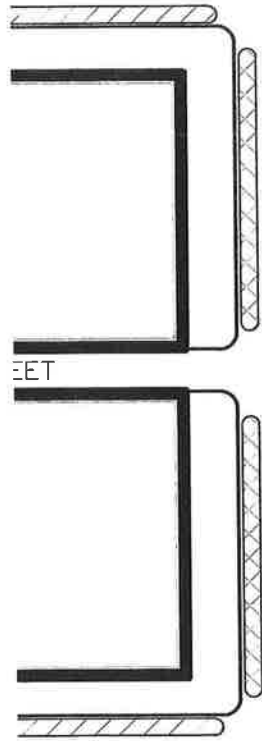


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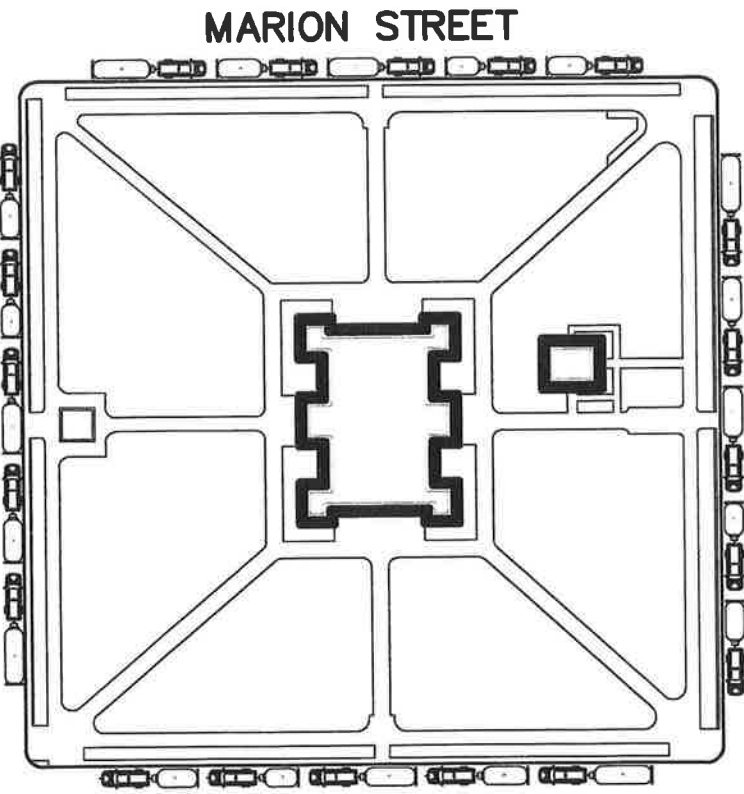
NORTH WASHINGTON



CA

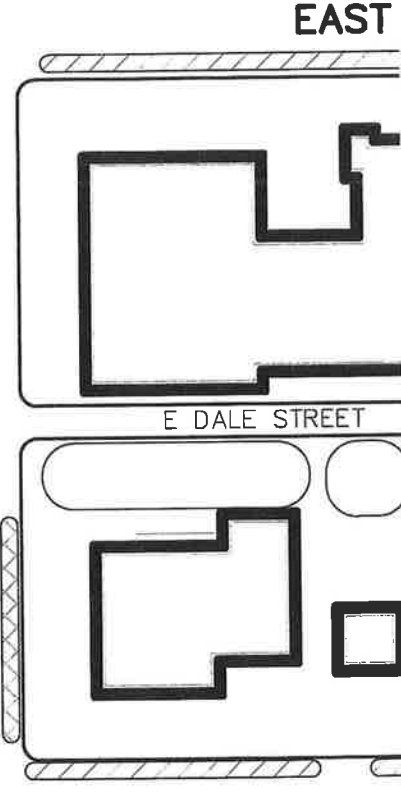


LAFAYETTE STREET



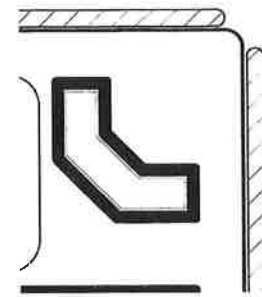
MARION STREET

WASHINGTON STREET

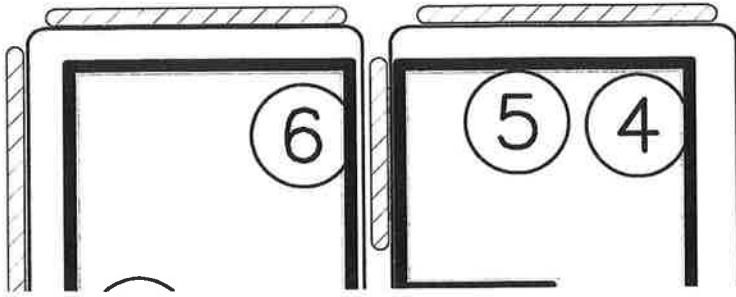


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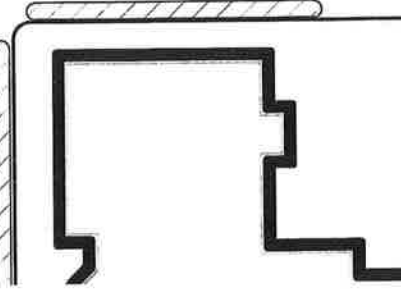
E DALE STREET



ET



ET



EAST

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: E-3

- 3) Approval of a resolution authorizing selection of W. K. Dickson & Co., Inc. based on qualifications for engineering and planning services at the Shelby-Cleveland County Regional Airport: Resolution No. 41-2019

Consent Agenda Item: (Ben Yarboro, Director of Engineering Services)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Ben Yarboro, Director of Engineering Services to Rick Howell, City Manager
- Letters from four engineering firms responding to Request for Qualifications
- Resolution No. 41-2019

City Manager's Recommendation / Comments

Resolution No. 41-2019 is presented for your consideration via the Consent Agenda at this time. If approved this resolution would authorize the selection of W.K. Dickson and Co. as the consulting engineer for engineering and planning services at the airport for the next 5 years. The RFQ process is in keeping with FAA guidelines and requirements of the NC Division of Aviation. It should be noted that W.K. Dickson and Co. has performed very well for the City for a number of years and assisted with the completion of a variety of construction projects. These include more recently the runway overlay project and the ongoing T Hangar project. Based upon our positive experience and the staff recommendation from Mr. Yarboro I believe it is in the City's best interest to retain W.K. Dickson, Co. at this time.

It is recommended that Resolution No. 41-2019 be adopted and approved by City Council via the Consent Agenda.



Memorandum

To: Rick Howell, City Manager

From: Ben Yarboro, Director of Engineering Services *BY*

RE: Selection of Consultant for Engineering and Planning Services at the Shelby-Cleveland County Regional Airport

Date: June 10, 2019

Background

As recipients of state and federal grant funding at the Shelby-Cleveland County Regional Airport, the City of Shelby is required to complete a Qualification Based Selection to obtain a consultant for professional engineering and planning services at the airport. Furthermore, the Requests for Qualifications shall be completed in accordance with Federal Aviation Administration Circular 150/5100-14D for Professional Engineering firms having the expertise and an interest in providing the necessary services. This selection process is also required as specified in the "Terms and Conditions of Accepting Airport Improvement Program Grants" that is included with our grant agreements that are executed for annual block grant funding.

Review

The City of Shelby last approved an agreement for a consultant to provide professional services at the airport in June 2012. As such, the City was directed by the North Carolina Division of Aviation to advertise and complete a qualification based selection for an airport consultant to fulfill a 5 year term from 2019 through 2024. On May 10, 2019, City staff issued a Request for Qualifications. A total of four (4) responses were received prior to the deadline of May 30, 2019. Responses were received the following engineering firms:

- Delta Airport Consultants, Inc.
- Michael Baker Corp.
- Talbert, Bright & Ellington
- W.K. Dickson & Co., Inc.

A panel of four City staff independently reviewed and scored each of the four engineering firms based on the evaluation criteria provided in the RFQ (attached for reference). The evaluation criteria were as follows:

www.cityofshelby.com

- Having the necessary airport experience, organization, technical and managerial staff, and the facilities to carry out this work. (30%)
- Having an adequate past record of performance on similar airport projects, verifiable through references. (30%)
- Having familiarity with the City of Shelby and the surrounding area. (10%)
- Having the financial and personnel resources for the performance of the Contract, or the ability to obtain such resources. (15%)
- Being an Equal Opportunity Employer and being otherwise qualified by law to enter into a contract such as this. (5%)
- The Consultant's proximity to the Shelby-Cleveland County Regional Airport. (5%)
- The results of interviews, IF interviews are to be held. (5%)

Following the review of the independent evaluations, W.K. Dickson & Co. was unanimously determined to be the most qualified firm. Based on this selection process, City staff desires to enter into an agreement with W.K. Dickson & Co. for professional airport engineering and planning services for the Shelby-Cleveland County Regional Airport.

As a reminder, W.K. Dickson is our current airport consultant and has completed projects and associated tasks in a satisfactory manner over the last 5 year term. Some of the projects that have been funded and completed during this previous agreement term are:

- Land Acquisition
- Hangar Acquisition (100'x100')
- Hangar Acquisition (50'x75')
- Runway Overlay
- Perimeter Fencing (Phase III)
- T-Hangar Site Development (includes three 10-unit T-Hangar buildings)

The professional engineering and planning services agreement that is being recommended will have a five (5) year term. Supplement agreements, including costs, will be negotiated and completed for individual projects during the term of the general agreement. The scope of work and associated fees for supplemental agreements are reviewed by City staff and the North Carolina Division of Aviation prior to being executed by the City Manager.

Recommendation

City Staff recommends that the Shelby City Council approve the resolution authorizing the City Manager to enter into an agreement with W.K. Dickson & Co., Inc. to fulfill the engineering and planning needs of the Shelby-Cleveland County Regional Airport for a term of five (5) years.

Please advise if you have any questions or need additional information.

May 30, 2019

Mr. Ben Yarboro
Director of Engineering Services
824 W. Grover Street
Shelby, NC 28150

RE: Request for Qualifications
Engineering and Planning Services – Shelby-Cleveland County Regional Airport

Dear Mr. Yarboro, Airport Board, and City/County Commissioners:

It has been a privilege to serve as the Aviation Consultant for the Shelby-Cleveland County Regional Airport for more than 20 years, and we truly enjoy our relationship with the city staff and the airport advisory board. We are excited about the continued development of the airport and we are confident that your review of our Statement of Qualifications will reveal several primary reasons why WK Dickson has been and continues to be the right choice for the airport.

- **Comprehensive team.** Our team make-up offers you not only knowledge of your airport but also some fresh faces and fresh ideas with the remainder of the WK Dickson team. This team provides you with a strong aviation planning resume and will work closely with you to effectively and efficiently plan for the airport's future. Working with your goals in mind, we were recently successful in brokering an agreement with NCDOA and another client airport to obtain the additional funding needed for your current T-hangar development project. Our expert team can provide you with comprehensive aviation services that will get you from start to finish.
- **Communication that is open and responsive.** Whether there is a question about the status of a project under design, an issue with construction, a need to develop different project priorities in your TIP, or a need to understand Division of Aviation policy, your staff will receive communication from WK Dickson that is efficient, honest, and prompt.
- **Strong relationships with the Division of Aviation.** Through the years WK Dickson has developed strong relationships with the DOA leadership and airport project managers. Our relationships and proximity to the DOA office enable us to readily represent our client's needs with the DOA staff face-to-face on a regular basis. Our goal is to ensure that your project funding requests and submittals to the DOA remain a priority and receive the utmost attention.

WK Dickson is committed to the Shelby-Cleveland County Regional Airport; we commit our leadership, resources and staff to the continued development of the airport. We will provide continuity, linking the past with the future to assure your vision of the long-term development of the airport is accomplished in the most efficient way. We look forward to your favorable consideration of our firm to serve as your aviation consultant for an additional five years.

Sincerely yours,


Jimmy Luther
Program Manager


Paul Smith, PE
Vice President

TALBERT, BRIGHT & ELLINGTON

Engineering & Planning Consultants

May 30, 2019

City of Shelby
Attn: Ben Yarboro, Director of Engineering Services
824 W. Grover St.
Shelby, NC 28150

SUBJECT: Request for Qualifications Statement
Professional Airport Engineering and Planning Services
Shelby-Cleveland County Regional Airport, Shelby, North Carolina

Dear Mr. Yarboro:

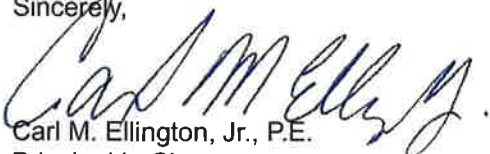
Talbert, Bright & Ellington, Inc. (TBE) is pleased to respond to your invitation to submit a Qualifications Statement to provide airport engineering and planning services at the Shelby-Cleveland County Regional Airport (the Airport). TBE has extensive experience in full-service planning, design, and construction administration at aviation facilities in North Carolina, South Carolina, Virginia, and Georgia.

Our submittal includes, but is not limited to, information on key members of our staff who will be serving the City of Shelby and Shelby-Cleveland County Regional Airport, as well as background information about TBE and our subconsultants. We hope that this will provide members of the selection committee a complete understanding of TBE's capabilities and experience. Below is a summary of our information:

- TBE was formed in 1994 to provide aviation engineering and planning services to airports throughout the Southeastern United States from our offices located in Charlotte, North Carolina and Columbia, South Carolina.
- TBE employs over 50 professional, technical, and administrative staff members. We specialize in aviation development projects, and during the past 25 years, have successfully performed hundreds of aviation projects very similar to the projects outlined in your RFQ. For all projects contained in this qualifications statement, Carl M. Ellington, Jr., P.E. will be your principal-in-charge and Patrick E. Turney, P.E., P.L.S. will be your project manager, assisted by Michael W. Player, P.E.
- TBE's staff members work closely and routinely with the Memphis Federal Aviation Administration-Airports District Office (FAA-ADO) and North Carolina Department of Transportation, Division of Aviation and are very familiar with regulations, policies, and procedures.

We hope that the members of the selection committee will see not only our strong qualifications but also our strong desire to work with the City of Shelby and Shelby-Cleveland County Regional Airport to further develop its airport. Thank you for your consideration of our submittal. We look forward to the opportunity of working with The City of Shelby and Shelby-Cleveland County Regional Airport.

Sincerely,


Carl M. Ellington, Jr., P.E.
Principal in Charge

Michael Baker

INTERNATIONAL

May 30, 2019

Mr. Ben Yarboro
Director of Engineering Services
City of Shelby
824 W. Grover Street
Shelby, NC 28150

Subject: Statement of Qualifications for Professional Airport Engineering and Planning Services for the Shelby-Cleveland County Regional Airport

Dear Mr. Ben Yarboro:

The Michael Baker team would like to thank you for the opportunity to submit our qualifications to the Shelby-Cleveland County Regional Airport for professional airport engineering and planning services. We are truly excited about the opportunity to provide the City of Shelby and the community with engineering consulting services.

Michael Baker Engineering, Inc. (Michael Baker) has been providing aviation consulting services in North Carolina for over 35 years. As a result, we have built and enjoyed a successful, long-term relationship with the aviation community throughout the state. We have assembled a highly skilled team of professionals to address your current and future needs at the airport. Our team has the capability to perform all aspects of the projects including planning, design, environmental, and construction phase services on an "as-needed" basis. Our longevity has allowed us to build relationships with both the North Carolina Division of Aviation and the FAA in both the Atlanta and Memphis ADO which has allowed Michael Baker to become familiar with the project and grant processes.

Michael Baker's designated Project Principal/Advisor, Jim Farthing, has over 35 years of aviation experience and has played a significant role in numerous types and sizes of aviation projects in the state and across the country. Jim has a thorough understanding of the aviation systems and funding strategies. Working with Jim as the Project Manager will be Jared Penny. Jared was previously the DOA Project Manager representing the Shelby-Cleveland County Airport. His insight and understanding of the Airport and community will be invaluable to the Michael Baker team. This knowledge will allow the team to develop long-term strategies to grow your airport while utilizing all the resources available from the DOT, DOA, and FAA.

The Michael Baker team strongly believes in the need and viability of Shelby-Cleveland Airport to support the flying public and act as and economic catalyst supporting the other local economic development activities. As such, we offer our strongest commitment to you as we work at your airport and support your operation goals.

Should you have any questions, do not hesitate to contact me at (919) 481-5722.

Sincerely,
MICHAEL BAKER ENGINEERING, INC



James C. Farthing
State Aviation Principal

Michael Baker Engineering, Inc.
8000 Regency Parkway, Suite 600, Cary NC 27518
Office: 919.463.5488 | Fax: 919.463.5490



Proven Track Record

Our recent, relevant project experience demonstrates our proven track-record of successfully meeting project deliverables such as schedules, deadlines and budget objectives.



Growing Aviation Team

Michael Baker is expanding our aviation team with the addition of Greg VanderMolen and Jared Penny to our Cary office.



Regional Local Office

Our Cary office is closely located to the North Carolina Division of Aviation (NCDOA) and our staff is available to respond to any airport needs in a timely manner.



May 30, 2019

City of Shelby
Shelby-Cleveland County Regional Airport
Attn: Mr. Ben Yarboro, Director of Engineering Services
824 W. Grover Street
Shelby, NC 28150

Dear Mr. Yarboro,

Delta Airport Consultants, Inc. is excited for the opportunity to submit our statement of qualifications to the City of Shelby for Airport Planning and Engineering Services for the Shelby-Cleveland County Regional Airport (EHO).

Our 40 years of experience as dedicated airport specialists can benefit EHO by providing you a high level of expertise and decades of experience. We can deliver your projects on-time and within budget, but we recognize that simply being a good airport engineer is only part of the equation. Delta's qualifications include:

- **Solid Engineering Solutions.** We have 22 Professional Engineers who are experts in the industry; many of our engineers have been working in the airport-development field for their entire professional careers. Delta has deep experience with design constraints, construction challenges, and the FAA's design, safety, and construction material requirements.
- **FAA Southern Region Experience.** Delta has experience working throughout the FAA Southern Region and is currently working at Charlotte Douglas International, Raleigh-Durham International, Asheville Regional, and Myrtle Beach International Airports.
- **Responsiveness.** Our team members have recent and relevant airport experience and will be quick to respond to all of your immediate needs.
- **Bench Strength.** Not only do we have an office in Raleigh, we have a deep pool of staff available to meet an aggressive schedule. Our team includes airport management professionals with operations and finance experience and previous FAA professionals who bring a unique perspective on airport development. Our clients benefit from our staff's diverse talent; it improves our products and our relationships.

We would appreciate the opportunity to present our qualifications in person or answer any questions you may have.

Sincerely,

Courtney A. Beamon, P.E.
President

RESOLUTION NO. 41-2019

**A RESOLUTION AUTHORIZING SELECTION OF W.K. DICKSON & CO., INC.
BASED ON QUALIFICATIONS FOR ENGINEERING AND PLANNING SERVICES
AT THE SHELBY-CLEVELAND COUNTY REGIONAL AIRPORT**

WHEREAS, the City of Shelby is the owner and operator of the Shelby-Cleveland County Regional Airport (KEHO); and,

WHEREAS, the City of Shelby issued a Request for Qualifications for Engineering and Planning Services at the Shelby-Cleveland County Regional Airport; and,

WHEREAS, four (4) proposals were received from engineering firms interested in performing the work related to and associated with the Request for Qualifications; and,

WHEREAS, the Federal Aviation Administration requires the selection of a consultant based on qualifications pursuant to Advisory Circular No. 150/5100-14D not to exceed five years based on a general project description; and,

WHEREAS, City staff has reviewed the four proposals and determined W.K. Dickson & Co., Inc. to be the most qualified firm to perform the services as outlined in the Request for Qualifications.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SHELBY, NORTH CAROLINA:**

Section 1. The City Council of the City of Shelby desires for W.K. Dickson & Co., Inc. to serve as the airport consultant for engineering and planning services at the Shelby-Cleveland County Regional Airport for the next five years.

Section 2. The City Manager is hereby authorized to enter into an agreement to carry out the action described in Section 1.

Section 3. The City Manager or his designee shall negotiate a specific scope and fee for each individual project that arises during the 5 year term of the agreement.

Section 4. This resolution shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: E-4

- 4) Approval of a resolution awarding the bid for re-conductoring of electric lines in
Gidney Street area: Resolution No. 42-2019

Consent Agenda Item: (Julie McMurry, Energy Services Director)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Julie McMurry, Energy Services Director to Rick Howell, City Manager
- Letter dated May 29, 2019 from Progressive Engineering Consultants, Inc.
- Bid Tabulation Sheet
- Resolution No. 42-2019

City Manager's Recommendation / Comments

Resolution No. 42-2019 is presented for City Council consideration at this time via the Consent Agenda. If approved this ordinance would award this bid in the amount of \$153,226.25 to Carolina Power and Signalization for the re-conductoring of a section of the electric distribution system along Gidney Street (from S. Lafayette Street to S. Dekalb Street) and S. Dekalb Street (from Earl Road to S. Washington Street). This project replaces older 3 phase copper lines as recommended in the 2016 Electric System Asset Management Plan. The intent of the project is to be proactive in making system improvements that further improve service reliability for our customers, enhance safety for electric crews and the public and ultimately continues the high level of service throughout the City's electric system.

It is recommended that Resolution No. 42-2019 be adopted and approved by City Council via the Consent Agenda.

Memorandum

To: Rick Howell, City Manager
 Justin Merritt, Finance Director

From: Julie McMurry, Energy Services Director *JEM*

RE: Electric – Circuit 8 (Gidney St Area) Reconductoring Project Award

Date: June 10, 2019

Executive Summary of issue -Background:

As part of our system improvements we are identifying areas to reconduct to eliminate the old copper wiring in our system. Progressive Engineering evaluated a section on Gidney St and Earl Rd for this project.

Progressive Engineering Consultants, Inc. provided estimates for this project and completed the design and bidding process. The project was advertised and bids were accepted on Tuesday, May 28, 2019 at 2:00 PM. Three bids were received, they were as follows:

Carolina Power & Signalization	\$153,226.25
Williams Electric Company	\$170,992.90
Volt Power	\$667,072.34

Review and comments:

Bids have been reviewed by Progressive Engineering Consultants, Inc. and we have received their recommendation to award to the lowest bidder, Carolina Power & Signalization. The letter of recommendation and bid tabulation is attached.

Tie in to current policy and/or adopted planning documents:

In 2016 Progressive Engineering Consultants, Inc completed an Electrical Distribution System Planning Study that was presented and approved by Council. The results of the study were recommendations to be completed over the next several years. Replacing the 3 phase copper lines in our system is one of the recommendations from the study. The total has been broken into a manageable amount for the next several years.

Recommendation:

Staff recommends that City Council authorize the award of this bid to Carolina Power & Signalization for the reconductoring of a section of circuit 8 along Gidney St from S Lafayette St to Dekalb St and on Earl Rd from S Dekalb St to just beyond S Washington St (between Taco Bell and Arby's)

Please let me know if additional information is required.

Attachments

Progressive Engineering Consultants, Inc.

P.O. Box 690638, Charlotte, NC 28227-7011

Telephone : (704) 545-7327

Fax : (704) 545-2315

progress@pecinc.net

May 29, 2019

City of Shelby
P.O. Box 207
Shelby, NC 28151-0207
Attn: Ms. Julie McMurry

Re: Award Recommendation
2019 Reconductor – 7.2/12.47 kV Electric Distribution Line Upgrade

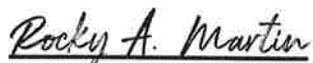
Gentlemen:

Sealed bids were received, publicly opened and read on Tuesday, May 28, 2019 for the City of Shelby's 2019 Reconductor – 7.2/12.47 kV Electric Distribution Line Upgrade Project. As shown by the attached bid tabulation, of the three (3) bids received, Carolina Power & Signalization, Inc. of Fayetteville, North Carolina submitted the most attractive proposal in the amount of \$153,226.25. We have reviewed the proposal and recommend the City accept this proposal as submitted.

Please notify us of your decision in order that we may prepare the necessary contract documents for execution. If you have any questions or comments, please feel free to call.

Best regards,

PROGRESSIVE ENGINEERING CONSULTANTS, INC.



Rocky A. Martin
Field Engineer

Enclosed

c: Jeff Freeman

City of Shelby, North Carolina

2019 Reconnector

7.2/12.47 kV Electric Distribution Line Upgrade

Tuesday, May 28, 2019 @ 2p

BIDDER	Carolina Power & Signalization	Williams Electric	Primoris T&D Services
BID BOND	5%	5%	5%
Installation Units			
<i>Pole Units</i>	\$ 14,000.00	\$ 18,650.00	\$ 33,586.74
<i>Pole Top Units</i>	\$ 13,635.00	\$ 24,430.00	\$ 70,491.93
<i>Conductor Units</i>	\$ 28,130.00	\$ 27,730.00	\$ 71,410.59
<i>Transformer Units</i>	\$ 1,975.00	\$ 4,930.00	\$ 34,345.05
<i>Miscellaneous Units</i>	\$ 25,340.00	\$ 33,825.00	\$ 202,662.76
TOTAL INSTALLATION UNITS	\$ 83,080.00	\$ 109,565.00	\$ 412,497.07
Removal Units			
<i>Pole Units</i>	\$ 13,600.00	\$ 12,600.00	\$ 17,900.12
<i>Pole Top Units</i>	\$ 4,315.00	\$ 6,800.00	\$ 60,559.78
<i>Conductor Units</i>	\$ 19,971.25	\$ 23,017.90	\$ 54,961.53
<i>Transformer Units</i>	\$ 3,750.00	\$ 3,210.00	\$ 20,265.60
<i>Miscellaneous Units</i>	\$ 28,510.00	\$ 15,800.00	\$ 100,888.24
TOTAL REMOVAL UNITS	\$ 70,146.25	\$ 61,427.90	\$ 254,575.27
TOTAL UNITS	\$ 153,226.25	\$ 170,992.90	\$ 667,072.34
Completion Time	150 Days	120 Days	130 Days
Experience Rate Modifier	0.84	0.89	0.54

RESOLUTION NO. 42-2019

A RESOLUTION AWARDDING THE BID FOR RECONDUCTORING OF
ELECTRIC LINES IN GIDNEY STREET AREA

WHEREAS, in accordance with applicable provisions of GS 143-129, as amended, the City of Shelby has accepted formal bids for labor and equipment for the reconductoring of electric lines along Gidney Street from South Lafayette Street to Dekalb Street and on Earl Road from South Dekalb Street to just beyond South Washington Street (between Taco Bell and Arby's); and,

WHEREAS, bids for this proposed work have been tabulated by Progressive Engineering Consultants, Inc. and contract award recommendation made to City staff for this project; and,

WHEREAS, City Council now desires to proceed with award of contract as recommended by staff and with the improvements anticipated by this action.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:

Section 1. The contract for labor and equipment for the reconductoring of electric lines along Gidney Street from South Lafayette Street to Dekalb Street and on Earl Road from South Dekalb Street to just beyond South Washington Street (between Taco Bell and Arby's) as required in the bid specifications for this offering, are hereby awarded to Carolina Power & Signalization, Inc. of Fayetteville, North Carolina for a bid price of \$153,226.25 as stated in their official proposal for this bidding, and in accordance with the City's official bid specifications for this project.

Section 2. The City Manager of the City of Shelby or his designee are hereby authorized and directed to execute the applicable contract as specified in Section 1 of this resolution.

Section 3. This resolution shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: E-5

- 5) Adoption of an ordinance authorizing demolition of a dwelling: Ordinance No. 43-2019

Consent Agenda Item: (Walter Scharer, Planning Director)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Walter Scharer, Planning Director to Rick Howell, City Manager
- Photo of Property
- Location Map – 501 East Circle Drive
- Tax Card for 2019
- Ordinance No. 43-2019

City Manager's Recommendation / Comments

Please note that the Building Inspector has duly conducted enforcement of the minimum housing code in accordance with the NC General Statutes and City Code. I do want to emphasize that it is the common practice of the City to err on the side of the property owner in most all cases giving them the benefit of the doubt when action is initiated. A thorough and fair due process is followed in all cases. Demolition of these homes is always the last resort after efforts to persuade a property owner to make these minimum standards have failed. As you all know once this ordinance is passed the City is empowered to enter onto the property to demolish the building. All associated demolition costs and administrative costs are then filed by the City Attorney as a lien against the property. This lien is normally only satisfied to the City's benefit upon the sale of the property. According to records this is the 12th minimum housing demolition to be authorized in calendar year 2019.

Excerpt from Strategic Growth Plan

4. Community Appearance & Image

POLICY 4.4: Vacant and abandoned sites and buildings shall be properly cared for or removed, thereby preventing a blighting impact on the area in which they are located.

Action 4.4.1: Examine and implement standards for maintaining undeveloped or vacant lots and for repairing or removing abandoned structures and sites.

It is my recommendation Ordinance No. 43-2019 be adopted and approved by City Council at this time via the Consent Agenda.



Memorandum

To: Rick Howell - City Manager
From: Walter Scharer – Planning & Development Director
Date: June 10, 2019
Subject: **Demolition of Structure at 501 E Circle Drive**

Executive Summary of issue – Background

The dwelling associated with this proposed demolition action is in a dilapidated condition and should be removed for the safety of the citizens of Shelby. Initial complaints came from residents, the Shelby Police Department and City Code Enforcement. The property owner has been given due process and has failed to comply with the City’s Minimum Housing Code.

Review and Comments

Due to dilapidation this dwelling is unfit for human habitation and has the potential of increasing the hazards of fire, accident, and other calamities; it is dangerous and detrimental to the health, safety, and welfare of the citizens of the City of Shelby. The estimated cost of demolition and removal is approximately \$4,000.00. Budgeted minimum housing funds will be used for this demotion.

Removal of this structure is in compliance with the City of Shelby Minimum Housing Code pursuant to N.C.G.S. 160A-441.

Removal of this structure is supported by the following Strategic Growth Plan Policies and Actions:

POLICY 4.4: Vacant and abandoned sites and buildings shall be properly cared for or removed, thereby preventing a blighting impact on the area in which they are located.

Action 4.4.1: Examine and implement standards for maintaining undeveloped or vacant lots and for repairing or removing abandoned structures and sites.

POLICY 9.2: Consistent, reliable enforcement of well written housing and nuisance abatement codes shall be employed to eliminate instances of unlawful activity and urban blight within the planning area of Shelby.

Recommendation

Please place this item on the consent agenda for the next City Council meeting on June 17, 2019. Staff recommends this minimum housing action.

Attachments: Photo of Structure, Location Map, Tax Card and Ordinance





Location Map

501 East Circle Drive

Map Information:
Datum: NAD 1983
Coordinate: State Plane
North Carolina (Meter)
Projection: Lambert Conformal Conic
US National Grid
Grid Zone Designation (GZD): 17S
100,000m Square ID: MV/MU



Scale 1:3,000 1 inch = 250 feet



Date: 6/7/2019

USER MATTCAPPS

FOR YEAR 2019

DAVES GEORGE BRADLEY
DAVES KELLY K
820 CABANISS DR

PARCEL ID.. 18441
LOCATION... 501 CIRCLE DR
DEED YEAR/BOOK/PAGE.. 2017 1299 0411
PLAT BOOK/PAGE..
LEGAL DESC:PT#35 PB3-31 HILLVIEW

PIN... S12 3 56
SHELBY
ASSESSMENT RECY
OWNER ID.. 1317595
DISTRICT.. 6 CITY OF SHELBY

SHELBY TOWNSHIP... 6 SHELBY
NC 28150-
DESCRIPTION

NBRHOOD... 244 S12 #06
RESIDENTIAL

MAINTAINED.. 7/17/2018 BY MAYES
VALUED.. 7/10/2018 BY MAYES
VISITED..... 5/01/1998 BY
PARCEL STATUS... ACTIVE

ROUTING#..
CATEGORY.. Real & Personal

SALES HISTORY									
DEED BK/PAGE	SALE DATE	SALES INSTRUMENT	DISQUALIFIED	SALE AMOUNT	STAMP AMOUNT	DEED NAME			
" 1299 0411	11/07/2017	DEED		32,000	64.00	DAVES GEORGE BRADLEY & KELLY K"			
" 1624 2040	1/02/2016	JUDGEMENT				BRANCH BANKING & TRUST CO"			
" 1299 0411	6/05/2001	DEED		32,000	64.00	DAVES GEORGE BRADLEY & W/ KELL"			
11H 503	1/01/1966	SALE				QUALIFIED			

LAND SEGMENTS													
LAND #	ZONE	STRAT CODE	LAND TYPE/CODE	LAND QTY	LAND RATE	DPT%	SHF%	LOC%	SIZ%	OTH%	TOP%	TOT ADJ	CURRENT FMV
" 1		02	FF F	73.000	54.00	97.00	.00	100.00	.00	.00	.00	97.00	3,823"
"			DPH..	135				OTHER ADJ...	.00	.00	.00	.00	
TOTAL ACRES..				.000									3,823"

IMPROVEMENT # 1 MAJOR IMPR-M
" MAIN FIN AREA.. 1,042.00 ACT/EFF YR/AGE.. 1949 1983 33 VISITED.. BY"
STRAT..... 02 DESCRIPT.... SINGLE FAMILY DWELLING-WF MAINTAINED.. 7/17/2018 BY MAYES
" MAIN PERIM..... 258.00 MAIN GROUND SF.... 1,042.000"
LOCATION #..... 501 CIRCLE DR

COMPONENT	TYPE/CODE/DESC	PCT	UNITS	RATE	STR#	STR%	SIZ%	HGT%	PER%	CDS%	COST	%CMLP
AC 06	COVERED PORCH	100	24.00	13.19				143.00				452
"MA FA	FRAME ADDITION	100	308.00	53.44	1.00			100.00				16,459"
EW 06	WOOD SIDING	100	144.00	.00								0
- FD 04	PERIMETER FOOTING	100	308.00	.00								0
- HC 05	FORCED HOT AIR	100	308.00	.00								0
"MA 37W	SINGLE FAMILY DWELLI	100	734.00	62.11	1.00			100.00		100		45,588"
" EW 01	BRICK	100	114.00	26.20								2,986"
" UB 0400	UNFIN BASEMENT-SIZE	50	367.00	10.25								3,761"
- FD 04	PERIMETER FOOTING	100	734.00	.00								0
"- FP 04	ONE STORY SINGLE	100	1.00	2250.00								2,250"
- HC 05	FORCED HOT AIR	100	734.00	.00								0
- PL R	RES PLUMB-EXTRA FIXT	100	5.00	717.00								0
"	RCN...		PCT COMPLETE				100	x				71,498"
"	QUAL.. QG	D1	D+10				92.00	x				65,778"
"	DEPR.. D4		33 YEARS OLD				48.00	-		31,573		31,573 T"
"	--FMV... MA	244	244 MARKET ADJ				70.00	x				23,943

DATE 3/12/19
TIME 8:40:31
USER MATTCAPPS

CLEVELAND COUNTY
PROPERTY CARD
FOR YEAR 2019

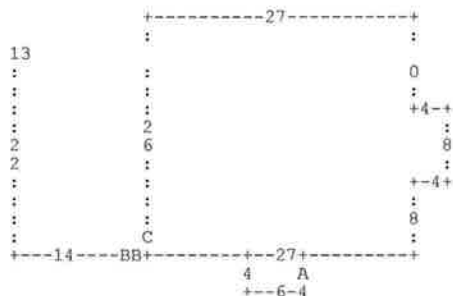
PAGE 2
PROG# AS2006

DAVES GEORGE BRADLEY

PARCEL ID.. 18441

PIN... S12 3 56

----- IMPROVEMENT # 1 MAJOR IMPR-M -----



----- AC 06 COVERED PORCH -----				----- TRAVERSE -----							
M R	16.00	D D	4.00	D L	6.00	D U	4.00	D R	6.00		
----- MA FA FRAME ADDITION -----				----- TRAVERSE -----							
D L	14.00	D U	22.00	D R	14.00	D D	22.00				
----- MA FA FRAME ADDITION -----				----- TRAVERSE -----							
D L	14.00	D U	22.00	D R	14.00	D D	22.00				
----- MA 37W SINGLE FAMILY DWELLI -----				----- TRAVERSE -----							
D U	26.00	D R	27.00	D D	10.00	D R	4.00	D D	8.00	D L	4.00
D D	8.00	D L	27.00								

TOTAL PARCEL VALUES-----	LAND / OVR	IMPROVEMENTS / OVR	TOTAL LAND/IMPROVE	2018 VALUE
" FMV.....	3,823	23,943	27,766	27,766"
" APV.....	3,823	23,943	27,766	27,766"

----- COMMENTS -----

ORDINANCE NO. 43-2019

AN ORDINANCE AUTHORIZING DEMOLITION OF A DWELLING

WHEREAS, pursuant to the provisions of Chapter 160A, Article 19, Part 6, of the North Carolina General Statutes, the single family dwelling located at 501 E CIRCLE DR., Shelby, North Carolina, has been inspected and found to be unfit for human habitation and to otherwise constitute a danger to persons and a threat to the health and welfare of the citizens within the City; and,

WHEREAS, according to the procedure provided by law, the owner(s) of said property, GEORGE BRADLEY DAVES & KELLY K DAVES has or have been given notice of the aforesaid inspection, determination, and orders to bring said property into compliance with the housing standards of the City of Shelby by appropriate repair or removal of said dwelling; and,

WHEREAS, no action of any kind has been taken or initiated by the owner(s), or any party on behalf of said owner(s), to achieve compliance with said ordinances within the periods allowed by law; and,

WHEREAS, the said dwellings remain at this time unfit for human habitation, dilapidated, and a danger to the health and safety of the citizens of the City of Shelby, and should be removed by demolition in order to prevent and alleviate such continuing danger and dilapidated conditions.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:

Section 1. The dwellings on the property known as 501 E CIRCLE DR, Shelby, and described in the Cleveland County records as Tax Parcel No. 18441 be demolished forthwith, the remnants thereof disposed, and a lien for the costs of such demolition and removal, less any credits due the owner(s), be filed against the property and collected pursuant to the provisions of North Carolina General Statutes § 160A-443, et seq.; and,

Section 2. Said lien bear interest until paid, as allowed in Article 10 of Chapter 160A of the N.C. General Statutes, at the rate of eight percent (8.0%) per annum.

Adopted and approved this 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

APPROVED AS TO FORM:

Robert W. Yelton
City Attorney

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: E-6

- 6) Approval of a Notice of Cancellation in the Regular Meeting Schedule of Shelby City Council

Consent Agenda Item: (Bernadette A. Parduski, City Clerk)

Summary of Available Information:

- Notice of Cancellation

City Manager's Recommendation / Comments

After reviewing with staff the upcoming agenda schedule and any upcoming items requiring action by City Council it is my recommendation that the regular meeting slated for Monday, July 1, 2019 be cancelled via the Consent Agenda. As a matter of practice agenda items are scheduled and planned weeks in advance for most items to allow the appropriate review process to occur. I would note that in the event an issue arises that would require immediate action by City Council a special meeting could be called in accordance with the NC General Statutes. If approved by City Council your next regularly scheduled meeting would be held on Monday, July 15, 2019.



**Notice of Cancellation
in the
Regular Meeting Schedule
of
Shelby City Council**

This notice is to inform the general public and the media, and is conducted in accordance with the mandates of North Carolina General Statutes 160A-71 and 143-318.12 (a), that the regularly scheduled Shelby City Council meeting of July 1, 2019 has been cancelled in observance of the City's Independence Day holiday.

The regular meeting schedule, as adopted by the Council, remains in place for all other regular meetings of the Council and will resume:

**Monday, July 15, 2019, at 6:00 p.m.
City Hall Council Chamber
300 South Washington Street
Shelby, North Carolina**

Dated: June 17, 2019

**O. Stanhope Anthony III
Mayor**

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: F-1

Unfinished Business

- 1) City of Shelby's Uptown Streetscape and Pedestrian Improvements Project
 - a. Consideration of a budget ordinance amendment for the City of Shelby's Uptown Streetscape and Pedestrian Improvements Project: Ordinance No. 44-2019
 - b. Consideration of a resolution tentatively awarding the contract for the Uptown Shelby Streetscape Project: Resolution No. 43-2019
 - c. Consideration of a resolution authorizing selection of TGS Engineers, Inc. based on qualifications for construction Engineering and inspection services for the Uptown Shelby Streetscape Project: Resolution No. 44-2019

Unfinished Business Item: (Rick Howell, City Manager, Ben Yarboro, Director of Engineering Services)

Summary of Available Information:

- Memorandum dated June 10, 2019 from Ben Yarboro, Director of Engineering Services to Rick Howell, City Manager
- Bid Tabulation information from Stantec
- Letter dated June 10, 2019 from Stantec to Ben Yarboro, City of Shelby
- Ordinance No. 44-2019
- Resolution No. 43-2019
- Memorandum dated June 11, 2019 from Ben Yarboro, Director of Engineering Services to Rick Howell, City Manager
- Request for Letters of Interest
- Resolution 44-2019

City Manager's Recommendation / Comments

It is my recommendation Ordinance No. 44-2019 and Resolutions No. 43-2019 and No. 44-2019 be adopted and approved by City Council at this time.



Memorandum

To: Rick Howell, City Manager
Justin Merritt, Assistant City Manager / Director of Finance

From: Ben Yarboro, Director of Engineering Services *BY*

RE: Uptown Shelby Streetscape Project –
Construction Contract Award

Date: June 10, 2019

Background

Stantec Consulting Services, Inc. and The Dodd Studio, LLC completed the design for the Uptown Shelby Streetscape Project and worked with the North Carolina Department of Transportation to obtain approval for the construction plans and specifications. The final scope of work includes, but is not limited to, the following elements:

- Mast Arm Traffic Signals with pedestrian heads
- Lane Reconfigurations - 4 lanes to 3 lanes on the following:
 - Lafayette St. from Sumter St. to Graham St.
 - Marion St. from Dekalb St. to Morgan St.
- Curb extensions with brick pavers
- Enhanced ADA Compliant Concrete Crosswalks
- Drainage Improvements
- Concrete Sidewalk Repairs
- Seating walls
- Landscaping & Hardscaping
- Resurfacing
- Signage

This project was designed following a thorough public involvement and planning phase with the goals of improving the safety of pedestrians, bicyclists and vehicles while improving aesthetics.

A rendering from the design process is attached for reference that shows a sample of an intersection around the court square. This streetscape project will include work

on the four intersections around the court square, on Lafayette St. from Graham St. to Sumter St, and on Marion St. from Dekalb St. to Morgan St.

Review

The Uptown Shelby Streetscape Project was bid in accordance with North Carolina General Statute 143-132. The project was advertised utilizing multiple resources with a bid opening scheduled for May 29, 2019. At the first public bid opening, one (1) bidder was present, so the bid was returned to the contractor and the project was re-advertised. The second public bid opening was held on June 6, 2019 and one (1) bidder was present. At this bid opening, the submitted bid was opened and read aloud. The bid received was from Sealand Contractors Corporation for \$3,887,622.59.

After review, the bid received has been determined to be fair and reasonable. A Letter of Recommendation for the award of this project to Sealand Contractors Corporation dated June 10, 2019 has been provided by Stantec and is attached for reference. City staff concurs with Stantec's recommendation of award.

After this construction contract is approved by City Council and concurrence is obtained from the North Carolina Department of Transportation, the necessary agreements and bonds will be completed and a Notice to Proceed will be issued. The contract time for this project is 360 calendar days. Based on the details of the contract, construction is anticipated to begin by August 2019 and be completed by August 2020. A detailed schedule of the construction of this project will be developed after the award of the contract.

Recommendation

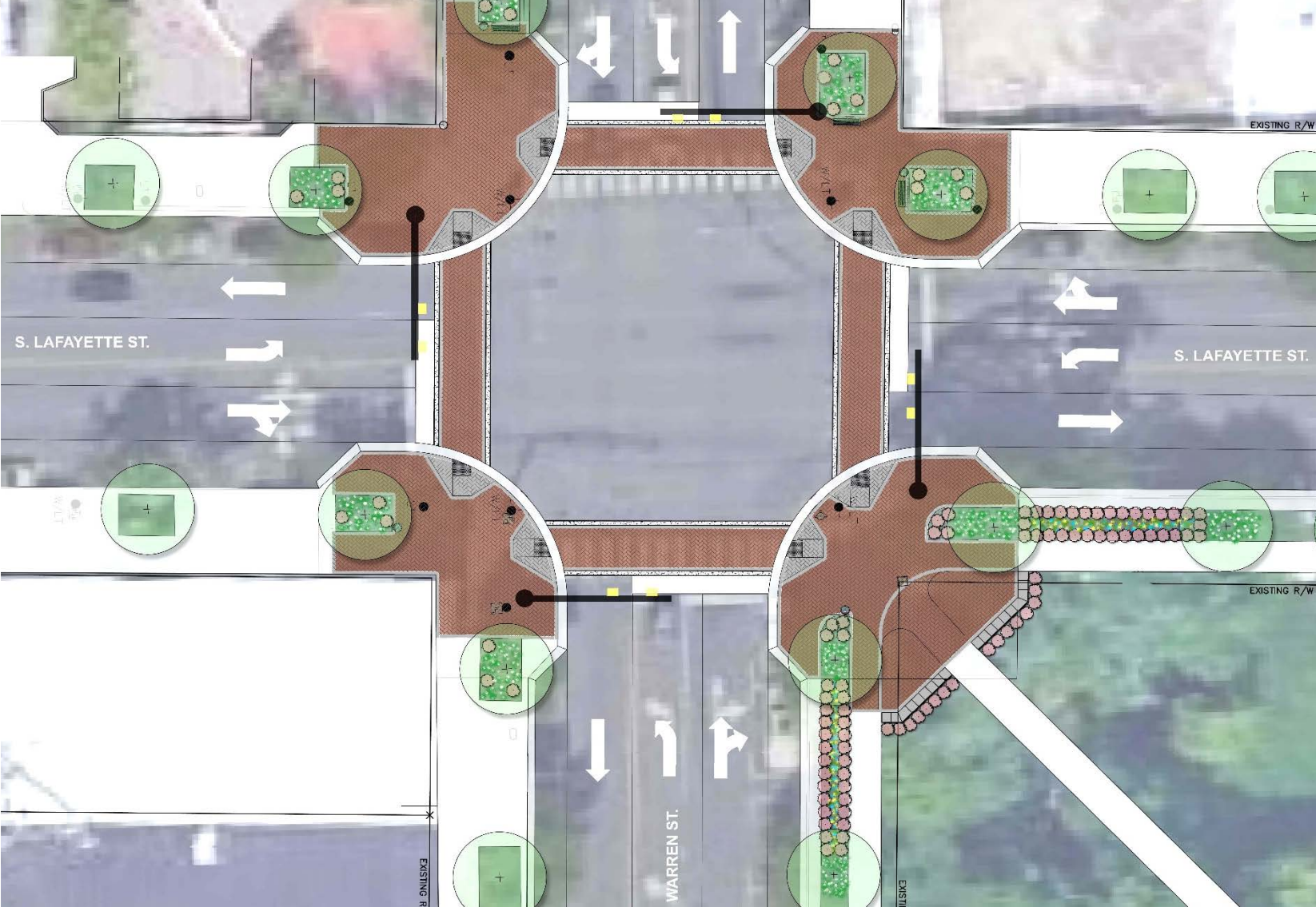
City Staff recommends that the Shelby City Council approve the resolution tentatively awarding the construction contract for the Uptown Shelby Streetscape Project to the lowest responsive bidder, Sealand Contractors Corporation, for the bid price of \$3,887,622.59.

Please advise if you have any questions or need additional information.

Attachments:

- Certified Bid Tabulation from Stantec
- Award Recommendation Letter from Stantec

TYPICAL PAVING/MATERIALS PLAN





Uptown Shelby Streetscape
Project #171001832
Bid Tabulation
BID OPENING - JUNE 6, 2019

Sealand Contractors Corporation

ITEM	NCDOT PAY ITEM	NCDOT STD / TECH SPECS	DESCRIPTION	EST QTY	UNIT	UNIT PRICE	AMOUNT
1	0000100000-N	800	MOBILIZATION	1	LS	\$194,300.00	\$194,300.00
2	0000400000-N	801	CONSTRUCTION SURVEY	1	LS	\$90,000.00	\$90,000.00
3	0156000000-E	250	REMOVE EXISTING ASPHALT PAVEMENT	2,090	SY	\$40.00	\$83,600.00
4	---	T-1	WATTLES	600	LF	\$8.25	\$4,950.00
5	---	SP	CONCRETE WASHOUT STRUCTURE	4	EA	\$1,225.00	\$4,900.00
6	0195000000-E	265	SELECT GRANULAR MATERIAL/ BACKFILL	380	TN	\$42.00	\$15,960.00
7	8021000000-N	1530	ABANDON UTILITY MANHOLES (STORM STRUCTURES)	10	EA	\$850.00	\$8,500.00
8	2275000000-E	SP03 R30	FLOWABLE FILL FOR ABANDONMENT OF DRAINAGE PIPE	30	CY	\$280.00	\$8,400.00
9	---	TS-02229	ROCK EXCAVATION - ALLOWANCE	100	CY	\$150.00	\$15,000.00
10	---	PSP UC-1	12-INCH CL350 DUCTILE IRON PIPE FOR DRAINAGE	60	LF	\$135.00	\$8,100.00
11	0360000000-E	310	12-INCH REINFORCED CONCRETE PIPE STORM SEWER, CLASS III	900	LF	\$117.00	\$105,300.00
12	0366000000-E	310	15-INCH REINFORCED CONCRETE PIPE STORM SEWER, CLASS III	17	LF	\$130.00	\$2,210.00
13	2286000000-N	840	CATCH BASIN, NCDOT STD. 840.01 / 840.02	15	EA	\$3,500.00	\$52,500.00
14	5775000000-E	840	4' DIAMETER DRAINAGE STRUCTURE NCDOT STD. 840.51 / 840.52	2	EA	\$5,500.00	\$11,000.00
15	5777000000-E	840	STORM JUNCTION BOX, NCDOT STD. 840.31 / 840.32	5	EA	\$5,500.00	\$27,500.00
16	2374000000-N	840	FRAME, GRATE AND HOOD, NCDOT STD. 840.03	15	EA	\$780.00	\$11,700.00
17	2396000000-N	840	FRAME AND COVER, NCDOT STD. 840.54	7	EA	\$525.00	\$3,675.00
18	5325600000-E	1510	6-INCH RJ DUCTILE IRON WATER MAIN	40	LF	\$135.00	\$5,400.00
19	5325800000-E	1510	8-INCH DUCTILE IRON WATER MAIN	40	LF	\$145.00	\$5,800.00
20	5325000000-E	1510	10-INCH DUCTILE IRON WATER MAIN	40	LF	\$155.00	\$6,200.00
21	5326200000-E	1510	12-INCH DUCTILE IRON WATER MAIN	40	LF	\$165.00	\$6,600.00
22	5329000000-E	1510	DUCTILE IRON WATER PIPE FITTINGS (RESTRAINED JOINT)	1,000	LBS	\$10.00	\$10,000.00
23	5686000000-E	1515	2-INCH WATER SERVICE LINE	50	LF	\$115.00	\$5,750.00
24	5686500000-E	1515	WATER SERVICE LINE	50	LF	\$95.00	\$4,750.00
25	1297000000-E	607	MILLING ASPHALT PAVEMENT, 1.5-INCH DEPTH	31,000	SY	\$4.00	\$124,000.00
26	1489000000-E	610	ASPHALT CONCRETE BASE COURSE, TYPE B25.0C	880	TN	\$100.00	\$88,000.00
27	1498000000-E	610	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 119.0C	90	TN	\$176.00	\$15,840.00
28	1520000000-E	610	ASPHALT CONCRETE SURFACE COURSE, TYPE S9.5C	2,600	TN	\$87.00	\$226,200.00
29	1575000000-E	620	ASPHALT BINDER FOR PLANT MIX	205	TN	\$700.00	\$143,500.00
30	0000960000-E	SPD8 250	STAMPED ASPHALT CROSSWALK	400	SF	\$12.00	\$4,800.00
31	---	SP06 R88R	INCIDENTAL ASPHALT / FULL DEPTH PATCHING	100	TN	\$290.00	\$29,000.00
32	---	846	COMBINATION CONCRETE CURB AND GUTTER, 2'-0" (CITY OF SHELBY STD 4.01)	350	LF	\$62.00	\$21,700.00
33	2549000000-E	846	CONCRETE CURB AND GUTTER, 2'-6"	1,295	LF	\$62.00	\$80,290.00
34	2600000000-N	848	RETROFIT EXISTING CURB RAMP (BLACK RUBBER TRUNCATED DOMES, WET-SET TYPE)	11	EA	\$2,000.00	\$22,000.00
35	2612000000-E	848	CONCRETE DRIVEWAYS, 6-INCHES THICK	120	SY	\$125.00	\$15,000.00
36	2591000000-E	848	4-INCH CONCRETE SIDEWALKS (INCIDENTAL CONCRETE TO BE PLACED AT DIRECTION OF OWNER OR ENGINEER)	2,500	SY	\$65.00	\$162,500.00
37	2830000000-N	858	ADJUSTMENT OF MANHOLES	6	EA	\$800.00	\$4,800.00
38	2845000000-N	SP08 R97R	ADJUSTMENT OF METER OR VALVE BOXES	6	EA	\$500.00	\$3,000.00
39	---	PSP RC-1	STAMPED CONCRETE PAVEMENT WITH CONCRETE SETTING BAND, 8-INCHES THICK	940	SY	\$300.00	\$282,000.00
40	---	1028	JOINT FILLER (FOR CROSSWALKS)	3,300	LF	\$1.10	\$3,630.00
41	4363000000-E	SN-1	PROTECTIVE COATING FOR SQUARE POLES	95	LF	\$9.40	\$893.00
42	4080200000	903	SUPPORTS, STEEL SQUARE TUBE	95	LF	\$12.75	\$1,211.25
43	4102000000-N	904	SIGN ERECTION, TYPE E	9	EA	\$150.00	\$1,350.00
44	4116100000-N	904	SIGN RELOCATION, TYPE B	7	EA	\$300.00	\$2,100.00
45	4155000000-N	907	DISPOSAL OF SIGN SYSTEM, U-CHANNEL	4	EA	\$15.00	\$60.00
46	4400000000-E	1110	STATIONARY WORK ZONE SIGNS	316	SF	\$12.00	\$3,792.00
47	4405000000-E	1110	PORTABLE WORK ZONE SIGNS	460	SF	\$15.00	\$6,900.00
48	4410000000-E	1110	BARRICADE-MOUNTED WORK ZONE SIGNS	122	SF	\$10.50	\$1,281.00
49	4420000000-N	1120	PORTABLE CHANGEABLE MESSAGE SIGNS	2	EA	\$15,000.00	\$30,000.00
50	4430000000-N	1130	DRUMS	132	EA	\$55.00	\$7,260.00
51	4435000000-N	1135	CONES	76	EA	\$45.00	\$3,420.00



Uptown Shelby Streetscape
Project #171001832
Bid Tabulation
BID OPENING - JUNE 6, 2019

Sealand Contractors Corporation

ITEM	NCDOT PAY ITEM	NCDOT STD / TECH SPECS	DESCRIPTION	EST QTY	UNIT	UNIT PRICE	AMOUNT
52	4445000000-E	1145	BARRICADES (TYPE III)	192	LF	\$28.00	\$5,376.00
53	4455000000-N	1150	FLAGGER	60	DAY	\$300.00	\$18,000.00
54	4510000000-N	1190	LAW ENFORCEMENT	80	HR	\$50.00	\$4,000.00
55	4810000000-E	1205	PAINT PAVEMENT MARKING LINE (4")	42,000	LF	\$0.33	\$13,860.00
56	4820000000-E	1205	PAINT PAVEMENT MARKING LINE (8")	4,410	LF	\$1.65	\$7,276.50
57	4830000000-E	1205	PAINT PAVEMENT MARKING LINE (16")	88	LF	\$3.00	\$264.00
58	4835000000-E	1205	PAINT PAVEMENT MARKING LINE (24")	3,980	LF	\$3.85	\$15,323.00
59	4840000000-N	1205	PAINT PAVEMENT MARKING CHARACTERS	72	EA	\$66.00	\$4,752.00
60	4845000000-N	1205	PAINT PAVEMENT MARKING SYMBOLS	400	EA	\$50.00	\$20,000.00
61	4850000000-E	1205	REMOVAL OF PAINT PAVEMENT MARKING LINE (4")	15,746	LF	\$0.94	\$14,801.24
62	4860000000-E	1205	REMOVAL OF PAINT PAVEMENT MARKING LINE (8")	2,190	LF	\$2.48	\$5,431.20
63	4870000000-E	1205	REMOVAL OF PAINT PAVEMENT MARKING LINE (24")	2,065	LF	\$4.40	\$9,086.00
64	4875000000-N	1205	REMOVAL OF PAINT PAVEMENT MARKING SYMBOLS AND CHARACTERS	79	EA	\$39.00	\$3,081.00
65	4685000000-E	1205	THERMOPLASTIC PAVEMENT MARKING LINE (4", 90 MILS)	150	LF	\$1.66	\$249.00
66	4686000000-E	1205	THERMOPLASTIC PAVEMENT MARKING LINE (4", 120 MILS)	20,790	LF	\$1.00	\$20,790.00
67	4695000000-E	1205	THERMOPLASTIC PAVEMENT MARKING LINE (8", 90 MILS)	150	LF	\$3.30	\$495.00
68	4697000000-E	1205	THERMOPLASTIC PAVEMENT MARKING LINE (8", 120 MILS)	1,930	LF	\$2.15	\$4,149.50
69	4710000000-E	1205	THERMOPLASTIC PAVEMENT MARKING LINE (24", 120 MILS)	1,950	LF	\$7.65	\$14,917.50
70	4721000000-E	1205	THERMOPLASTIC PAVEMENT MARKING CHARACTER (120 MILS)	16	EA	\$105.00	\$1,680.00
71	4725000000-E	1205	THERMOPLASTIC PAVEMENT MARKING SYMBOL (90 MILS)	99	EA	\$94.00	\$9,306.00
72	4726110000-E	1205	HEATED IN-PLACE THERMOPLASTIC PAVEMENT SYMBOL (90 MILS)	38	EA	\$385.00	\$14,630.00
73	4850000000-E	1205	REMOVAL OF PAVEMENT MARKING (4")	283	LF	\$1.40	\$396.20
74	4875000000-N	1205	REMOVAL OF PAVEMENT MARKING (24")	30	LF	\$11.00	\$330.00
75	4721000000-E	1205	REMOVAL OF PAVEMENT MARKING SYMBOLS & CHARACTERS	6	EA	\$55.00	\$330.00
76	4905000000-N	1253	SNOW PLOWABLE RAISED PAVEMENT MARKERS	154	EA	\$110.00	\$16,940.00
77	---	TS-02571	PAVERS FOR CURB EXTENSION AREAS (80 MM)	28,500	SF	\$20.00	\$570,000.00
78	---	TS-02840	GRANITE TACTILE DOME PAVER, ONLY	44	EA	\$2,000.00	\$88,000.00
79	---	TS-02840	INSTALL PARK BENCH (OWNER-PROVIDED)	14	EA	\$800.00	\$11,200.00
80	---	TS-02840	SEAT WALLS	140	LF	\$675.00	\$94,500.00
81	---	TS-02840	RELOCATE EARL SCRUGGS COUNTY MUSEUM SIGN	2	EA	\$2,600.00	\$5,200.00
82	---	TS-02940	PLANTING - BLUESTAR PERENNIAL	23	EA	\$13.60	\$312.80
83	---	TS-02940	PLANTING - LOW DOWN SWAMP SUNFLOWERS	35	EA	\$12.50	\$437.50
84	---	TS-02940	PLANTING - OAK LEAF HYDRANGEA	56	EA	\$33.00	\$1,848.00
85	---	TS-02940	PLANTING - LANTANA	185	EA	\$10.25	\$1,896.25
86	---	TS-02940	PLANTING - CHERRY LAUREL	23	EA	\$74.00	\$1,702.00
87	---	TS-02940	PLANTING - WHITE CREEPING PHLOX	1,559	EA	\$7.35	\$11,458.65
88	---	TS-02940	PLANTING - WHITE SPIREA	53	EA	\$37.50	\$1,987.50
89	---	TS-02940	DOUBLE-HAMMERED MULCH	60	CY	\$50.00	\$3,000.00
90	7048500000-E	1705	PEDESTRIAN SIGNAL HEAD (16", 1 SECTION WITH COUNTDOWN)	32	EA	\$790.00	\$25,280.00
91	7060000000-E	1705	SIGNAL CABLE	6,900	LF	\$3.00	\$20,700.00
92	7120000000-E	1705	VEHICLE SIGNAL HEAD (12", 3 SECTION)	53	EA	\$850.00	\$45,050.00
93	7132000000-E	1705	VEHICLE SIGNAL HEAD (12", 4 SECTION)	3	EA	\$940.00	\$2,820.00
94	7144000000-E	1705	VEHICLE SIGNAL HEAD (12", 5 SECTION)	1	EA	\$1,100.00	\$1,100.00
95	7288000000-E	1715	PAVED TRENCHING (1 CONDUIT, 2 INCH)	1080	LF	\$19.85	\$21,438.00
96	7288000000-E	1715	PAVED TRENCHING (3 CONDUITS, 2 INCH)	20	LF	\$21.00	\$420.00
97	7288000000-E	1715	PAVED TRENCHING (4 CONDUITS, 2 INCH)	170	LF	\$22.00	\$3,740.00
98	7300000000-E	1715	UNPAVED TRENCHING (1 CONDUIT, 2 INCH)	110	LF	\$8.85	\$973.50

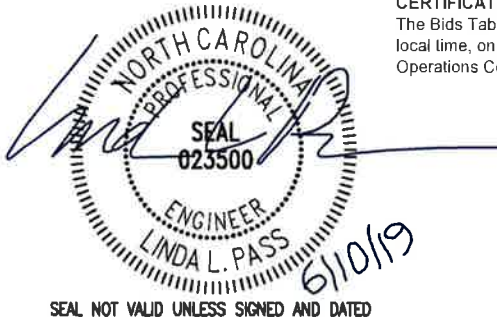


Uptown Shelby Streetscape
Project #171001832
Bid Tabulation
BID OPENING - JUNE 6, 2019

Sealand Contractors Corporation

ITEM	NCDOT PAY ITEM	NCDOT STD / TECH SPECS	DESCRIPTION	EST QTY	UNIT	UNIT PRICE	AMOUNT
99	7300000000-E	1715	UNPAVED TRENCHING (4 CONDUITS, 2 INCH)	30	LF	\$12.50	\$375.00
100	7301000000-E	1715	DIRECTIONAL DRILL (1 CONDUIT, 2 INCH)	690	LF	\$20.50	\$14,145.00
101	7301000000-E	1715	DIRECTIONAL DRILL (2 CONDUITS, 2 INCH)	640	LF	\$21.50	\$13,760.00
102	7301000000-E	1715	DIRECTIONAL DRILL (4 CONDUITS, 2 INCH)	440	LF	\$26.00	\$11,440.00
103	7324000000-N	1716	JUNCTION BOX (STANDARD SIZE)	56	EA	\$330.00	\$18,480.00
104	7348000000-N	1716	JUNCTION BOX (OVERSIZED, HEAVY-DUTY)	16	EA	\$660.00	\$10,560.00
105	7420000000-E	1722	2" RISER WITH WEATHERHEAD	11	EA	\$440.00	\$4,840.00
106	7444000000-E	1725	INDUCTIVE LOOP SAWCUT	4,080	LF	\$9.10	\$37,128.00
107	7456000000-E	1726	LEAD-IN CABLE (14-2)	6,920	LF	\$1.95	\$13,494.00
108	7575142000-N	1736	900MHZ SERIAL SPREAD SPECTRUM RADIO (NEW RADIOS)	6	EA	\$2,750.00	\$16,500.00
109	7575142060-N	SP	MODIFY RADIO INSTALLATION (REMOVE 6 EXISTING RADIOS AND HOOK EXISTING CABLING/WIRING TO THE 6 NEW RADIOS)	6	EA	\$330.00	\$1,980.00
110	7574500000-N	SP	FURNISH WIRELESS MODEM	1	EA	\$2,300.00	\$2,300.00
111	7574550000-N	SP	FURNISH WIRELESS LIGHTNING ARRESTOR	1	EA	\$580.00	\$580.00
112	7576000000-N	SP	INSTALL METAL STRAIN SIGNAL POLE	2	EA	\$11,600.00	\$23,200.00
113	7588000000-N	SP	INSTALL METAL POLE WITH SINGLE MAST ARM (16-FLAT FLUTES)	16	EA	\$12,550.00	\$200,800.00
114	7613000000-N	SP	SOIL TEST	18	EA	\$825.00	\$14,850.00
115	7614100000-E	SP	DRILLED PIER FOUNDATION	108	CY	\$855.00	\$92,340.00
116	7631000000-N	SP	INSTALL MAST ARM WITH METAL POLE DESIGN	16	EA	\$550.00	\$8,800.00
117	7642200000-N	1743	INSTALL TYPE II PEDESTAL WITH FOUNDATION	32	EA	\$1,925.00	\$61,600.00
118	7684000000-N	1750	SIGNAL CABINET FOUNDATION	5	EA	\$1,760.00	\$8,800.00
119	7744000000-N	1751	DETECTOR CARD (TYPE 170)	36	EA	\$110.00	\$3,960.00
120	7696000000-N	1751	CONTROLLER WITH CABINET (TYPE 2070E, BASE MOUNTED)	5	EA	\$14,900.00	\$74,500.00
121	7768000000-N	1751	CONTROLLER WITH CABINET (TYPE 2070L, POLE MOUNTED)	1	EA	\$14,000.00	\$14,000.00
122	7901000000-N	1753	CABINET BASE EXTENDER	5	EA	\$450.00	\$2,250.00
123	---	SP	METAL POLE DECORATIVE BASE COVER	16	EA	\$2,525.00	\$40,400.00
124	---	SP	METAL POLE LUMINAIRE FURNISHED BY OWNER AND INSTALLED BY CONTRACTOR [Addendum #3]	16	EA	\$550.00	\$8,800.00
125	7960000000-N	SP	METAL POLE FOUNDATION REMOVAL	16	EA	\$1,650.00	\$26,400.00
126	7972000000-N	SP	METAL POLE REMOVAL	18	EA	\$275.00	\$4,950.00
127	7980000000-N	SP	PROTECTIVE COATING FOR SINGLE MAST ARM WITH METAL POLE (BLACK)	16	EA	\$1,800.00	\$28,800.00
128	7980000000-N	SP	PROTECTIVE COATING FOR STRAIN POLE (BLACK)	2	EA	\$930.00	\$1,860.00
129	7980000000-N	SP	PROTECTIVE COATING FOR SIGNAL PEDESTAL (BLACK)	32	EA	\$165.00	\$5,280.00
130	7980000000-N	SP	PROTECTIVE COATING FOR METAL POLE BASE COVER (BLACK)	16	EA	\$300.00	\$4,800.00
131	7980000000-N	SP	PROTECTIVE COATING FOR SIGNAL CABINET (BLACK)	5	EA	\$1,325.00	\$6,625.00
132	7980000000-N	SP	PROTECTIVE COATING FOR CABINET BASE EXTENDER (BLACK)	5	EA	\$55.00	\$275.00
133	7980000000-N	SP	OPTICAL DETECTOR UNIT	4	EA	\$1,200.00	\$4,800.00
134	7980000000-N	SP	EVP PHASE SELECTOR	2	EA	\$4,400.00	\$8,800.00
Total Base Bid Price:							\$3,887,622.59

CERTIFICATION
The Bids Tabulated herein were opened and read at 11:00 a.m. local time, on June 6, 2019 in the George W. Clay, Jr. Utility Operations Center, 824 W. Grover Street, Shelby, NC.



SEAL NOT VALID UNLESS SIGNED AND DATED



Stantec Consulting Services Inc.
One West Fourth Street Suite 820, Winston-Salem NC 27101-3818

June 10, 2019
File: 171001832

Attention: Mr. Ben Yarboro, Director of Engineering Services
City of Shelby
PO Box 207
Shelby, NC 28515-0207

Dear Mr. Yarboro,

Reference: Shelby, NC – Uptown Shelby Streetscape

The Advertisement for Bids for the Uptown Shelby Streetscape project requested sealed bids be received by 11:00 AM on Wednesday, May 29, 2019. Only one contractor presented bids at this time. The bid was returned unopened in accordance with North Carolina G.S 143-132. The project was advertised for rebid at 11:00 AM on Thursday, June 6, 2019. One contractor, Sealand Contractors Corporation (Sealand), submitted a bid for this project at this time and the bid was opened and publicly read aloud.

Sealand, a properly licensed contractor, submitted a proper bid security in the amount of five percent of the total bid and the required M/WBE forms, and acknowledged receipt of Addenda 1 through 4. Sealand submitted a bid in the amount of \$3,887,622.59. The bid tabulation with Sealand's verified unit prices and total bid amount is attached.

Sealand recorded 5.20% MBE and 1.05% WBE participation. The City's participation goals are 8.0% for MBE and 3.0% for WBE. Sealand's MBE and WBE participation does not meet the City's goal. Sealand has five calendar days following the bid opening to submit their good faith effort documentation for City/NCDOT review and approval.

Sealand has been approved for and successfully completed work similar to this project. Based on their previous performance, we see no reason why the contract for the Uptown Shelby Streetscape project should not be awarded to Sealand, with their demonstrated good faith effort in meeting the M/WBE participation goal.

Please do not hesitate to contact me if you have any questions about the bid results and recommendations.

June 10, 2019
Mr. Ben Yarboro, Director of Engineering Services
Page 2 of 2

Reference: **Shelby, NC – Uptown Shelby Streetscape**

Regards,

Stantec Consulting Services Inc.

A handwritten signature in blue ink, appearing to read "Linda Pass", with a long horizontal flourish extending to the right.

Linda Pass, PE
Senior Associate
Phone: 704-488-2171
Linda.Pass@stantec.com

Attachment: Bid Tabulation

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UPTOWN SHELBY STREETScape PROJECT BID - FUNDING DETAIL

TOTAL ACTUAL BID					
Line Item	Description	Quantity	Unit	Price	Amount
1	Mobilization	1	LS	\$194,300.00	\$194,300.00
GENERAL					
2	Construction Surveying	1	LS	\$ 90,000.00	\$ 90,000.00
3	Remove Existing Asphalt Pavement	2,090	SY	\$ 40.00	\$ 83,600.00
	Wattles	600	LF	\$ 8.25	\$ 4,950.00
	Concrete Washout Structure	4	EA	\$ 1,225.00	\$ 4,900.00
				Subtotal	\$ 183,450.00
DRAINAGE					
5	Select Granular Material / Backfill	380	TN	\$ 42.00	\$ 15,960.00
6	Remove or Abandon Existing Stormwater Structures	10	EA	\$ 850.00	\$ 8,500.00
7	Storm Pipe Abandonment, Flowable Fill	30	CY	\$ 280.00	\$ 8,400.00
8	Rock Excavation	100	CY	\$ 150.00	\$ 15,000.00
9	12-Inch DIP, Class 350 Storm Sewer	60	LF	\$ 135.00	\$ 8,100.00
10	12-inch RCP, Class III Storm Sewer	900	LF	\$ 117.00	\$ 105,300.00
11	Catch Basin	15	EA	\$ 3,500.00	\$ 52,500.00
12	4' Diameter Storm Manhole	2	EA	\$ 5,500.00	\$ 11,000.00
13	Storm Junction Box	5	EA	\$ 5,500.00	\$ 27,500.00
14	15-inch RCP Class III Storm Sewer	17	EA	\$ 130.00	\$ 2,210.00
15	Frame, Grate and Hood	15	EA	\$ 780.00	\$ 11,700.00
16	Frame and Cover	7	EA	\$ 525.00	\$ 3,675.00
				Subtotal	\$ 269,845.00
ROADWAY					
17	Adjustment of Manholes	6	EA	\$800.00	\$4,800.00
	6" RJ DIP Water Main	40	LF	\$135.00	\$5,400.00
	8" RJ DIP Water Main	40	LF	\$145.00	\$5,800.00
	10" RJ DIP Water Main	40	LF	\$155.00	\$6,200.00
	12" RJ DIP Water Main	40	LF	\$165.00	\$6,600.00
	DI water pipe fittings	1000	LBS	\$10.00	\$10,000.00
	2" water service line	50	LF	\$115.00	\$5,750.00
	Water service line	50	LF	\$95.00	\$4,750.00
18	Adjustment of Meter or Valve Boxes	6	EA	\$500.00	\$3,000.00
19	Remove and Replace Curb Ramp w/ Black Rubber	11	EA	\$2,000.00	\$22,000.00
20	Milling Asphalt Pavement 1.5" Depth	31,000	SY	\$ 4.00	\$ 124,000.00
21	Asphalt Base Course, Type B25.0B	880	TN	\$ 100.00	\$ 88,000.00
22	Intermediate Course, Type 119.0B	90	TN	\$ 176.00	\$ 15,840.00
23	Surface Course, Type S9.5B	2,600	TN	\$ 87.00	\$ 226,200.00
24	Asphalt Binder Mix	205	TN	\$ 700.00	\$ 143,500.00
25	Stamped Asphalt Crosswalk	400	SF	\$ 12.00	\$ 4,800.00
26	Incidental Asphalt/Full Depth Patching	100	TN	\$ 290.00	\$ 29,000.00
27	Combination Concrete Curb and Gutter	350	LF	\$ 62.00	\$ 21,700.00
28	2'-6" Concrete Curb and Gutter	1,295	LF	\$ 62.00	\$ 80,290.00
29	6" Concrete Driveways	120	SY	\$ 125.00	\$ 15,000.00
30	Incidental Concrete Repairs	2,500	SY	\$ 65.00	\$ 162,500.00
	Joint Filler for crosswalks	3,300	LF	\$ 1.10	\$ 3,630.00
31	8" Concrete Crosswalk	940	SY	\$ 300.00	\$ 282,000.00
				Subtotal	\$ 1,270,760.00
Signing, Pavement Marking, and Traffic Management					
32	Generic Signing Item (Black, Powder-coated Square Supports, Steel Square Tube	95	LF	\$ 9.40	\$ 893.00
		95	LF	\$ 12.75	\$ 1,211.25
33	Sign Erection, Type E	9	SF	\$ 150.00	\$ 1,350.00
34	Sign Relocation	7	EA	\$ 300.00	\$ 2,100.00
35	Disposal of Sign System, U-Channel	4	EA	\$ 15.00	\$ 60.00
36	Stationary Work Zone Signs	316	SF	\$ 12.00	\$ 3,792.00
37	Portable Work Zone Signs	460	SF	\$ 15.00	\$ 6,900.00
38	Barricade Mounted Work Zone Signs	122	SF	\$ 10.50	\$ 1,281.00
39	Portable Changeable Message Signs	2	EA	\$ 15,000.00	\$ 30,000.00
40	Drums	132	EA	\$ 55.00	\$ 7,260.00
41	Cones	76	EA	\$ 45.00	\$ 3,420.00
42	Barricades (Type III)	192	LF	\$ 28.00	\$ 5,376.00
43	Temporary Paint (4")	42,000	LF	\$ 0.33	\$ 13,860.00
44	Paint (8")	4,410	LF	\$ 1.65	\$ 7,276.50
45	Paint (16")	88	LF	\$ 3.00	\$ 264.00
46	Temporary Paint (24")	3,980	LF	\$ 3.85	\$ 15,323.00

DOT COSTS			
Quantity	Unit	Price	Amount
1	16.50%	of Total Mobilization	\$32,059.50
0.165	LS	\$90,000.00	\$14,850.00
0	SY	\$40.00	\$0.00
	LF	\$8.25	
	EA	\$1,225.00	
		Subtotal	\$14,850.00
0	TN	\$42.00	\$0.00
0	EA	\$850.00	\$0.00
0	CY	\$280.00	\$0.00
0	CY	\$150.00	\$0.00
0	LF	\$135.00	\$0.00
0	LF	\$117.00	\$0.00
0	EA	\$3,500.00	\$0.00
0	EA	\$5,500.00	\$0.00
0	EA	\$5,500.00	\$0.00
0	EA	\$130.00	\$0.00
0	EA	\$780.00	\$0.00
0	EA	\$525.00	\$0.00
		Subtotal	\$0.00
0	EA	\$800.00	\$0.00
	LF	\$135.00	
	LF	\$145.00	
	LF	\$155.00	
	LF	\$165.00	
	LBS	\$10.00	
	LF	\$115.00	
	LF	\$95.00	
0	EA	\$500.00	\$0.00
0	EA	\$2,000.00	\$0.00
25,292	SY	\$4.00	\$101,168.00
0	TN	\$100.00	\$0.00
0	TN	\$176.00	\$0.00
2,140	TN	\$87.00	\$186,180.00
124	TN	\$700.00	\$86,975.00
0	SF	\$12.00	\$0.00
0	TN	\$290.00	\$0.00
0	LF	\$62.00	\$0.00
0	LF	\$62.00	\$0.00
0	SY	\$125.00	\$0.00
0	SY	\$65.00	\$0.00
	LF	\$1.10	
0	SY	\$300.00	\$0.00
		Subtotal	\$374,323.00
0	LF	\$9.40	\$0.00
	LF	\$12.75	
0	SF	\$150.00	\$0.00
0	EA	\$300.00	\$0.00
0	EA	\$15.00	\$0.00
0	SF	\$12.00	\$0.00
0	SF	\$15.00	\$0.00
0	SF	\$10.50	\$0.00
0	EA	\$15,000.00	\$0.00
0	EA	\$55.00	\$0.00
0	EA	\$45.00	\$0.00
0	LF	\$28.00	\$0.00
0	LF	\$0.33	\$0.00
0	LF	\$1.65	\$0.00
0	LF	\$3.00	\$0.00
0	LF	\$3.85	\$0.00

CITY COSTS			
Quantity	Unit	Price	Amount
1	83.50%	of Total Mobilization	\$162,240.50
0.835	LS	\$90,000.00	\$75,150.00
2,090	SY	\$40.00	\$83,600.00
600		\$8.25	\$4,950.00
4		\$1,225.00	\$4,900.00
		Subtotal	\$168,600.00
380	TN	\$42.00	\$15,960.00
10	EA	\$850.00	\$8,500.00
30	CY	\$280.00	\$8,400.00
100	CY	\$150.00	\$15,000.00
60	LF	\$135.00	\$8,100.00
900	LF	\$117.00	\$105,300.00
15	EA	\$3,500.00	\$52,500.00
2	EA	\$5,500.00	\$11,000.00
5	EA	\$5,500.00	\$27,500.00
17	EA	\$130.00	\$2,210.00
15	EA	\$780.00	\$11,700.00
7	EA	\$525.00	\$3,675.00
		Subtotal	\$269,845.00
6	EA	\$800.00	\$4,800.00
40		\$135.00	\$5,400.00
40		\$145.00	\$5,800.00
40		\$155.00	\$6,200.00
40		\$165.00	\$6,600.00
1,000		\$10.00	\$10,000.00
50		\$115.00	\$5,750.00
50		\$95.00	\$4,750.00
6	EA	\$500.00	\$3,000.00
11	EA	\$2,000.00	\$22,000.00
5,708	SY	\$4.00	\$22,832.00
880	TN	\$100.00	\$88,000.00
90	TN	\$176.00	\$15,840.00
460	TN	\$87.00	\$40,020.00
81	TN	\$700.00	\$56,525.00
400	SF	\$12.00	\$4,800.00
100	TN	\$290.00	\$29,000.00
350	LF	\$62.00	\$21,700.00
1,295	LF	\$62.00	\$80,290.00
120	SY	\$125.00	\$15,000.00
2,500	SY	\$65.00	\$162,500.00
3,300		\$1.10	\$3,630.00
940	SY	\$300.00	\$282,000.00
		Subtotal	\$896,437.00
95	LF	\$9.40	\$893.00
95		\$12.75	\$1,211.25
9	SF	\$150.00	\$1,350.00
7	EA	\$300.00	\$2,100.00
4	EA	\$15.00	\$60.00
316	SF	\$12.00	\$3,792.00
460	SF	\$15.00	\$6,900.00
122	SF	\$10.50	\$1,281.00
2	EA	\$15,000.00	\$30,000.00
132	EA	\$55.00	\$7,260.00
76	EA	\$45.00	\$3,420.00
192	LF	\$28.00	\$5,376.00
42,000	LF	\$0.33	\$13,860.00
4,410	LF	\$1.65	\$7,276.50
88	LF	\$3.00	\$264.00
3,980	LF	\$3.85	\$15,323.00

UPTOWN SHELBY STREETScape PROJECT BID - FUNDING DETAIL

TOTAL ACTUAL BID					DOT COSTS				CITY COSTS				
47	Paint Marking Characters	72	EA	\$ 66.00	\$ 4,752.00	0	EA	\$66.00	\$0.00	72	EA	\$66.00	\$4,752.00
48	Temporary Paint Symbols	400	EA	\$ 50.00	\$ 20,000.00	0	EA	\$50.00	\$0.00	400	EA	\$50.00	\$20,000.00
49	Removal of 4" Paint	15,746	LF	\$ 0.94	\$ 14,801.24	0	LF	\$0.94	\$0.00	15,746	LF	\$0.94	\$14,801.24
50	Removal of 8" Paint	2,190	LF	\$ 2.48	\$ 5,431.20	0	LF	\$2.48	\$0.00	2,190	LF	\$2.48	\$5,431.20
51	Removal of 24" Paint	2,065	LF	\$ 4.40	\$ 9,086.00	0	LF	\$4.40	\$0.00	2,065	LF	\$4.40	\$9,086.00
52	Removal of Paint Marking Symbols and Characters	79	EA	\$ 39.00	\$ 3,081.00	0	EA	\$39.00	\$0.00	79	EA	\$39.00	\$3,081.00
53	Thermoplastic (4", 90 mils)	150	LF	\$ 1.66	\$ 249.00	150	LF	\$1.66	\$249.00	0	LF	\$1.66	\$0.00
54	Thermoplastic (4", 120 mils)	20,790	LF	\$ 1.00	\$ 20,790.00	18,427	LF	\$1.00	\$18,427.00	2,363	LF	\$1.00	\$2,363.00
55	Thermoplastic (8", 90 mils)	150	LF	\$ 3.30	\$ 495.00	150	LF	\$3.30	\$495.00	0	LF	\$3.30	\$0.00
56	Thermoplastic (8", 120 mils)	1,930	LF	\$ 2.15	\$ 4,149.50	1,652	LF	\$2.15	\$3,551.80	278	LF	\$2.15	\$597.70
57	Thermoplastic (24", 120 mils)	1,950	LF	\$ 7.65	\$ 14,917.50	1,313	LF	\$7.65	\$10,044.45	637	LF	\$7.65	\$4,873.05
58	Thermoplastic Pavement Marking Character (120 mils)	16	EA	\$ 105.00	\$ 1,680.00	16	EA	\$105.00	\$1,680.00	0	EA	\$105.00	\$0.00
59	Thermoplastic Pavement Marking Symbol (90 mils)	99	EA	\$ 94.00	\$ 9,306.00	82	EA	\$94.00	\$7,708.00	17	EA	\$94.00	\$1,598.00
60	Heated In-Place Thermoplastic Symbol (Sharrows) (90	38	EA	\$ 385.00	\$ 14,630.00	32	EA	\$385.00	\$12,320.00	6	EA	\$385.00	\$2,310.00
61	Removal of Pavement Marking (4")	283	LF	\$ 1.40	\$ 396.20	0	LF	\$1.40	\$0.00	283	LF	\$1.40	\$396.20
62	Removal of Pavement Marking (24")	30	LF	\$ 11.00	\$ 330.00	0	LF	\$11.00	\$0.00	30	LF	\$11.00	\$330.00
63	Removal of Pavement Marking Symbols & Characters	6	EA	\$ 55.00	\$ 330.00	0	EA	\$55.00	\$0.00	6	EA	\$55.00	\$330.00
64	Flagger	60	DAY	\$ 300.00	\$ 18,000.00	0	DAY	\$300.00	\$0.00	60	DAY	\$300.00	\$18,000.00
	Law Enforcement	80	HRS	\$ 50.00	\$ 4,000.00		HRS	\$50.00		80		\$50.00	\$4,000.00
65	Permanent Raised Pavement Markers	154	EA	\$ 110.00	\$ 16,940.00	0	EA	\$110.00	\$0.00	154	EA	\$110.00	\$16,940.00
				Subtotal	\$ 263,731.39			Subtotal	\$54,475.25			Subtotal	\$209,256.14
Landscape / Hardscape													
66	Pavers for Curb Extension Areas (80MM)	28,500	SF	\$ 20.00	\$ 570,000.00	0	SF	\$20.00	\$0.00	28,500	SF	\$20.00	\$570,000.00
67	White Mt. Airy Granite Tactile Dome Pavers Only	44	EA	\$ 2000.00	\$ 88,000.00	0	EA	\$2,000.00	\$0.00	44	EA	\$2,000.00	\$88,000.00
68	Benches (install only)	14	EA	\$ 800.00	\$ 11,200.00	0	EA	\$800.00	\$0.00	14	EA	\$800.00	\$11,200.00
69	Seat Walls	140	LF	\$ 675.00	\$ 94,500.00	0	LF	\$675.00	\$0.00	140	LF	\$675.00	\$94,500.00
70	Relocate 2 Earl Scruggs Signs	2	EA	\$ 2600.00	\$ 5,200.00	0	EA	\$2,600.00	\$0.00	2	EA	\$2,600.00	\$5,200.00
71	Bluestar Perennial	23	EA	\$ 13.60	\$ 312.80	0	EA	\$13.60	\$0.00	23	EA	\$13.60	\$312.80
72	Low Down Swamp Sunflowers	35	EA	\$ 12.50	\$ 437.50	0	EA	\$12.50	\$0.00	35	EA	\$12.50	\$437.50
73	Oak Leaf Hydranga	56	EA	\$ 33.00	\$ 1,848.00	0	EA	\$33.00	\$0.00	56	EA	\$33.00	\$1,848.00
74	Lantana	185	EA	\$ 10.25	\$ 1,896.25	0	EA	\$10.25	\$0.00	185	EA	\$10.25	\$1,896.25
75	Cherry Laurel	23	EA	\$ 74.00	\$ 1,702.00	0	EA	\$74.00	\$0.00	23	EA	\$74.00	\$1,702.00
76	White Creeping Phlox	1,559	EA	\$ 7.35	\$ 11,458.65	0	EA	\$7.35	\$0.00	1,559	EA	\$7.35	\$11,458.65
77	White Spirea	53	EA	\$ 37.50	\$ 1,987.50	0	EA	\$37.50	\$0.00	53	EA	\$37.50	\$1,987.50
78	Double Hammered Mulch	60	CY	\$ 50.00	\$ 3,000.00	0	CY	\$50.00	\$0.00	60	CY	\$50.00	\$3,000.00
				Subtotal	\$ 791,542.70			Subtotal	\$0.00			Subtotal	\$791,542.70
Signals and Traffic Management Systems													
79	Pedestrian Signal Head (16" , 1 section w/ countdown)	32	EA	\$ 790.00	\$ 25,280.00	0	EA	\$790.00	\$0.00	32	EA	\$790.00	\$25,280.00
80	Signal Cable	6,900	LF	\$ 3.00	\$ 20,700.00	920	LF	\$3.00	\$2,760.00	5,980	LF	\$3.00	\$17,940.00
81	Vehicle Signal Head (12", 3 section)	53	EA	\$ 850.00	\$ 45,050.00	7	EA	\$850.00	\$5,950.00	46	EA	\$850.00	\$39,100.00
82	Vehicle Signal Head (12", 4 Section)	3	EA	\$ 940.00	\$ 2,820.00	2	EA	\$940.00	\$1,880.00	1	EA	\$940.00	\$940.00
83	Vehicle Signal Head (12", 5 Section)	1	EA	\$ 1,100.00	\$ 1,100.00	1	EA	\$1,100.00	\$1,100.00	0	EA	\$1,100.00	\$0.00
84	Paved Trenching (1 Conduit, 2 Inch)	1080	LF	\$ 19.85	\$ 21,438.00	90	LF	\$19.85	\$1,786.50	990	LF	\$19.85	\$19,651.50
85	Paved Trenching (3 Conduits, 2 Inch)	20	LF	\$ 21.00	\$ 420.00	0	LF	\$21.00	\$0.00	20	LF	\$21.00	\$420.00
86	Paved Trenching (4 Conduits, 2 Inch)	170	LF	\$ 22.00	\$ 3,740.00	0	LF	\$22.00	\$0.00	170	LF	\$22.00	\$3,740.00
87	Unpaved Trenching (1 Conduit, 2 Inch)	110	LF	\$ 8.85	\$ 973.50	110	LF	\$8.85	\$973.50	0	LF	\$8.85	\$0.00
88	Unpaved Trenching (4 Conduits, 2 Inch)	30	LF	\$ 12.50	\$ 375.00	30	LF	\$12.50	\$375.00	0	LF	\$12.50	\$0.00
	Directional Drill (1 conduit, 2 inch)	690	LF	\$ 20.50	\$ 14,145.00	0	LF	\$20.50	\$0.00	690	LF	\$20.50	\$14,145.00
90	Directional Drill (2 Conduits, 2 Inch)	640	LF	\$ 21.50	\$ 13,760.00	0	LF	\$21.50	\$0.00	640	LF	\$21.50	\$13,760.00
91	Directional Drill (4 Conduits, 2 Inch)	440	LF	\$ 26.00	\$ 11,440.00	0	LF	\$26.00	\$0.00	440	LF	\$26.00	\$11,440.00
92	Junction Box (Standard Size)	56	EA	\$ 330.00	\$ 18,480.00	6	EA	\$330.00	\$1,980.00	50	EA	\$330.00	\$16,500.00
	Junction Box (Oversized Heavy Duty)	16	EA	\$ 660.00	\$ 10,560.00		EA	\$660.00		16		\$660.00	\$10,560.00
93	2" Riser With Weatherhead	11	EA	\$ 440.00	\$ 4,840.00	5	EA	\$440.00	\$2,200.00	6	EA	\$440.00	\$2,640.00
94	Inductive Loop Sawcut	4,080	LF	\$ 9.10	\$ 37,128.00	820	LF	\$9.10	\$7,462.00	3,260	LF	\$9.10	\$29,666.00
95	Lead-In Cable (14-2)	6,920	LF	\$ 1.95	\$ 13,494.00	1,650	LF	\$1.95	\$3,217.50	5,270	LF	\$1.95	\$10,276.50
96	900Mhz Radio	6	EA	\$ 2,750.00	\$ 16,500.00	1	EA	\$2,750.00	\$2,750.00	5	EA	\$2,750.00	\$13,750.00
97	Modify Radio Installation	6	EA	\$ 330.00	\$ 1,980.00	1	EA	\$330.00	\$330.00	5	EA	\$330.00	\$1,650.00
98	Furnish Wireless Modem	1	EA	\$ 2,300.00	\$ 2,300.00	0	EA	\$2,300.00	\$0.00	1	EA	\$2,300.00	\$2,300.00
99	Furnish Wireless Lightning Arrestor	1	EA	\$ 580.00	\$ 580.00	0	EA	\$580.00	\$0.00	1	EA	\$580.00	\$580.00
100	Black Metal Strain Pole at Marion/Dekalb	2	EA	\$ 11,600.00	\$ 23,200.00	2	EA	\$11,600.00	\$23,200.00	0	EA	\$11,600.00	\$0.00
101	Metal Pole With Single Mast Arm	16	EA	\$ 12,550.00	\$ 200,800.00	0	EA	\$12,550.00	\$0.00	16	EA	\$12,550.00	\$200,800.00
102	Soil Test	18	EA	\$ 825.00	\$ 14,850.00	2	EA	\$825.00	\$1,650.00	16	EA	\$825.00	\$13,200.00
103	Drilled Pier Foundation	108	CY	\$ 855.00	\$ 92,340.00	12	CY	\$855.00	\$10,260.00	96	CY	\$855.00	\$82,080.00
104	Mast Arm With Metal Pole Design	16	EA	\$ 550.00	\$ 8,800.00	0	EA	\$550.00	\$0.00	16	EA	\$550.00	\$8,800.00
105	Type II Pedestal With Foundation	32	EA	\$ 1,925.00	\$ 61,600.00	0	EA	\$1,925.00	\$0.00	32	EA	\$1,925.00	\$61,600.00
106	Signal Cabinet Foundation	5	EA	\$ 1,760.00	\$ 8,800.00	1	EA	\$1,760.00	\$1,760.00	4	EA	\$1,760.00	\$7,040.00

UPTOWN SHELBY STREETSCAPE PROJECT BID - FUNDING DETAIL

TOTAL ACTUAL BID						DOT COSTS				CITY COSTS					
107	Detector Card (Type 170)	36	EA	\$ 110.00	\$ 3,960.00	7	EA	\$110.00	\$770.00	29	EA	\$110.00	\$3,190.00		
108	Controller With Cabinet (Type 2070E, Base Mounted)	5	EA	\$ 14,900.00	\$ 74,500.00	1	EA	\$14,900.00	\$14,900.00	4	EA	\$14,900.00	\$59,600.00		
109	Controller With Cabinet (Type 2070L, Pole Mounted)	1	EA	\$ 14,000.00	\$ 14,000.00	0	EA	\$14,000.00	\$0.00	1	EA	\$14,000.00	\$14,000.00		
110	Cabinet Base Extender	5	EA	\$ 450.00	\$ 2,250.00	1	EA	\$450.00	\$450.00	4	EA	\$450.00	\$1,800.00		
111	Metal Pole Base Cover	16	EA	\$ 2,525.00	\$ 40,400.00	0	EA	\$2,525.00	\$0.00	16	EA	\$2,525.00	\$40,400.00		
112	Metal Pole Luminaire	16	EA	\$ 550.00	\$ 8,800.00	0	EA	\$550.00	\$0.00	16	EA	\$550.00	\$8,800.00		
113	Metal Pole Foundation Removal	16	EA	\$ 1,650.00	\$ 26,400.00	0	EA	\$1,650.00	\$0.00	16	EA	\$1,650.00	\$26,400.00		
114	Metal Pole Removal	18	EA	\$ 275.00	\$ 4,950.00	2	EA	\$275.00	\$550.00	16	EA	\$275.00	\$4,400.00		
115	Powder Coat For Single Mast Arm With Metal Pole	16	EA	\$ 1,800.00	\$ 28,800.00	0	EA	\$1,800.00	\$0.00	16	EA	\$1,800.00	\$28,800.00		
116	Protective Coating For Strain Pole (Black)	2	EA	\$ 930.00	\$ 1,860.00	0	EA	\$930.00	\$0.00	2	EA	\$930.00	\$1,860.00		
117	Powder Coat For Pedestal (Black)	32	EA	\$ 165.00	\$ 5,280.00	0	EA	\$165.00	\$0.00	32	EA	\$165.00	\$5,280.00		
118	Powder Coat for Metal Pole Base Cover	16	EA	\$ 300.00	\$ 4,800.00	0	EA	\$300.00	\$0.00	16	EA	\$300.00	\$4,800.00		
119	Protective Coating for Signal Cabinet	5	EA	\$ 1,325.00	\$ 6,625.00	0	EA	\$1,325.00	\$0.00	5	EA	\$1,325.00	\$6,625.00		
120	Protective Coating for Cabinet Base Extender	5	EA	\$ 55.00	\$ 275.00	0	EA	\$55.00	\$0.00	5	EA	\$55.00	\$275.00		
121	Optical Detector Unit	4	EA	\$ 1,200.00	\$ 4,800.00	4	EA	\$1,200.00	\$4,800.00	0	EA	\$1,200.00	\$0.00		
122	EVP Phase Selector	2	EA	\$ 4,400.00	\$ 8,800.00	2	EA	\$4,400.00	\$8,800.00	0	EA	\$4,400.00	\$0.00		
				Subtotal	\$ 913,993.50			Subtotal	\$99,904.50			Subtotal	\$814,089.00		
Total Construction Contract Cost					\$3,887,622.59	DOT Construction Cost				\$575,612.25	City Construction Cost				\$3,312,010.34
	CA/CO (7.5%)		7.50%	\$291,571.69		CA/CO (16.50% of total CA/CO)		\$48,109.33		CA/CO (83.50% of total CA/CO)		\$243,462.36			
	Materials Testing (2.5%)			\$97,190.56		Materials Testing (16.5% of total Mat.)		\$16,036.44		Materials Testing (83.5% of total Mat.)		\$81,154.12			
	Contingency (5%)		5%	\$194,381.13		Contingency (5% of DOT Const. Cost)		\$28,780.61		Contingency (5% of City Const. Cost)		\$165,600.52			
Total Project Cost					\$4,470,765.98	DOT Total Project Cost				\$668,538.64	City Total Project Cost				\$3,802,227.34

ORDINANCE NO. 44-2019

A BUDGET ORDINANCE AMENDMENT FOR THE CITY OF SHELBY'S
UPTOWN STREETScape AND PEDESTRIAN IMPROVEMENTS PROJECT

WHEREAS, in accordance with applicable provisions of the North Carolina Budget and Fiscal Control Act, the City of Shelby finds it advisable and necessary to revise and amend its capital project ordinance and budgets for the City of Shelby's Uptown Streetscape and Pedestrian Improvements Project; and

WHEREAS, the City Manager (Budget Officer) has recommended certain amendments to the budget which the governing body finds acceptable; and,

WHEREAS, City Council now desires to act on the recommended budget amendments and approve the same for implementation and compliance with the North Carolina Local Government Budget and Fiscal Control Act;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:

Section 1. Ordinance No. 19-2017, the City's Uptown Streetscape and Pedestrian Improvements Project, is hereby amended as follows to provide for Budget Amendment No. 4 for said project:

Uptown Streetscape and Pedestrian Improvements Project

(1) Appropriating Fund Balance:

Fund Balance Appropriated	11001000-39900	\$ 500,000
Transfer to General Capital Projects	110495-49111	\$ 500,000
Fund Balance Appropriated	63006000-39900	\$3,317,227
Transfer to General Capital Projects	630731-49111	\$3,317,227

(2) The following General Fund Cap. Project Revenues are amended by the City:

Transferred from General Fund	11101000-39110-USPIP	\$ 500,000
Transferred from Electric Fund	11101000-39630-USPIP	\$3,317,227
DOT Reimbursement	11101000-35102-USPIP	\$ 668,538

(3) The following General Fund Cap. Project Expenditures are amended by the City:

Engineering	111451-42004-USPIP	\$ 403,760
Construction	111451-53000-USPIP	\$4,082,005

Section 2. That the revenues, expenditures and amendments set forth in Section 1 of this ordinance are hereby summarized as follows:

	<u>Current Budget</u>	<u>Amendment No. 4</u>
<u>East Gateway Enhancement Project</u>		
Revenues		
Transferred from General Fund	\$ 210,102	\$ 710,102
Transferred from Water Fund	\$ 35,024	\$ 35,024
Transferred from Sewer Fund	\$ 35,024	\$ 35,024
Transferred from Electric Fund	\$ 70,030	\$3,387,257
Transferred from Gas Fund	\$ 70,030	\$ 70,030
NCDOT Reimbursement	\$ 0	\$ 668,538
Expenditures		
Engineering	\$ 420,210	\$ 823,970
Construction	\$ 0	\$4,082,005

Section 3. Copies of this Budget Ordinance Amendment shall be furnished to the City Manager as Budget Officer and to the Finance Director to be kept on file by them for their direction in the collection and disbursement of funds. Said officials are hereby authorized to receive and expend funds as herein set forth in accordance with the Shelby City Code, the General Statutes of North Carolina, and the provisions of the original budget ordinance; inclusive of GS 159-28 governing budgetary accounting of appropriations.

Section 4. This ordinance shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

APPROVED AS TO FORM:

Robert W. Yelton
City Attorney

RESOLUTION NO. 43-2019

**A RESOLUTION TENTATIVELY AWARDING THE CONTRACT FOR
THE UPTOWN SHELBY STREETScape PROJECT**

WHEREAS, the City of Shelby designed a project entitled the Uptown Shelby Streetscape Project with the primary objectives being to improve pedestrian, bicyclist, and vehicle safety while improving aesthetics and promoting continued growth in Uptown Shelby; and,

WHEREAS, the City of Shelby formally advertised for a public bid opening on May 29, 2019 and due to an insufficient number of bids, the City re-advertised and held a second public bid opening on June 6, 2019 in accordance with applicable provisions of GS 143-129, as amended; and,

WHEREAS, the City of Shelby received one (1) responsive bid from a qualified contractor, with Sealand Contractors Corporation being the lowest responsible bidder in the amount of \$3,887,622.59; and,

WHEREAS, the City's consulting engineer, Stantec Consulting Services, Inc., has tabulated and certified the bid; and,

WHEREAS, City staff and Stantec Consulting Services, Inc recommend tentative award of the construction contract for the work described to Sealand Contractors Corporation in the amount of \$3,887,622.59 conditioned on the sections below.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SHELBY, NORTH CAROLINA:**

Section 1. The City of Shelby shall obtain concurrence from the North Carolina Department of Transportation for costs and other bid requirements included in the proposal submitted by Sealand Contractors Corporation.

Section 2. Upon completion and receipt of the items outlined in Section 1 above, the City Manager and City Clerk are hereby authorized to execute the construction contracts with Sealand Contractors Corporation for the work and amounts described herein.

Section 3. The City Manager or his designees are hereby authorized to complete said project, issue change orders, and other documents as may be required to complete the Uptown Shelby Streetscape Project.

Section 4. This resolution shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk



Memorandum

To: Rick Howell, City Manager
Justin Merritt, Assistant City Manager/Finance Director

From: Ben Yarboro, Engineering Services Director *BY*

RE: Uptown Shelby Streetscape Project – Construction
Engineering and Inspection (CEI) firm selection

Date: June 11, 2019

Background

The City of Shelby plans to begin construction on the Uptown Shelby Streetscape project in August of 2019. A large portion of the construction to occur with this project is located within NC Department of Transportation street right-of-ways. With this being the case, the City of Shelby is required to utilize a NCDOT certified engineering firm for Construction Engineering and Inspection (CEI) services to ensure construction complies with NCDOT standards and specifications.

Pursuant to North Carolina General Statute 143-64.31, the City of Shelby utilizes a Qualification Based Selection process without consideration of fee proposals to initially select an engineering, architectural or surveying firm when contracts will exceed \$50,000. As outlined in the Request for Qualifications (RFQ), the selection criteria are:

- Firm's experience, knowledge, familiarity, and past performance with highway construction and CEI services – 30%
- The experience of the firm's proposed staff to perform the type of work required – 40%
- Firm's understanding of the project specific issues and their responsibility in delivering CEI services for the advertised project – 30%

Review

On May 15, 2019, the City of Shelby advertised a Request for Qualifications (attached for reference) for the necessary Construction Engineering and Inspection services related to the Uptown Streetscape Project. The City received three (3) responses to this advertisement prior to the May 30, 2019 deadline. Responses were received from the following firms (listed in alphabetical order):

www.cityofshelby.com

- A. Morton Thomas and Associates, Inc. (AMT) – Charlotte, NC
- Thompson-Gordon-Shook Engineers, Inc. (TGS) – Shelby, NC
- Vaughn & Melton Consulting Engineers, Inc. – Asheville, NC

A review committee consisting of 4 city staff was established to complete independent reviews and scoring of the 3 responses that were received. After scoring was completed, the review committee discussed the results and determined that TGS Engineers, Inc. was the most qualified firm to perform the CEI services necessary for the Uptown Shelby Streetscape project. City staff has reviewed the selection process and received concurrence from NCDOT on the qualification based selection of TGS Engineers, Inc.

Recommendation

City Staff recommends that the Shelby City Council approve the resolution selecting TGS Engineers, Inc. as the firm to perform the Construction Engineering and Inspection related to the Uptown Shelby Streetscape project. This resolution will authorize the City Manager to negotiate and execute an agreement that establishes the scope of work and fees associated with the professional services that are to be completed.

Please advise if you have any questions or need additional information.

REQUEST FOR LETTERS OF INTEREST

THE CITY OF SHELBY DESIRES TO ENGAGE A QUALIFIED PRIVATE ENGINEERING FIRM (PEF) FOR CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES FOR THE UPTOWN SHELBY STREETScape PROJECT.

PROJECT: UPTOWN SHELBY STREETScape

CLEVELAND COUNTY, NORTH CAROLINA

The primary and/or sub consultant firm(s) shall be Pre-qualified by the North Carolina Department of Transportation (NCDOT) to perform Roadway Construction Engineering and Inspection.

The scope of the project includes, but is not limited to, GRADING, DRAINAGE, PAVING, SIGNAL UPGRADES, AND PEDESTRIAN BULB-OUTS.

The selected firm will report directly to the City of Shelby. The firm is to administer the contract and to ensure that all work and materials used are in compliance with contract and NCDOT requirements.

TENTATIVE SCHEDULE: Letting – June 2019
 Availability Date – July 8, 2019
 Completion Date – July 2, 2020

The PEF shall be directly responsible for providing engineers and technicians with the appropriate skills and qualifications to ensure contract compliance. The PEF shall indemnify and save harmless the municipality for claims and liabilities resulting from negligence, errors or omissions of the PEF; including, but not limited to, the engineers, technicians or sub-consultants.

The PEF must demonstrate the ability to provide Construction Technicians with the appropriate skills and qualifications to perform inspection, materials sampling, materials testing, surveying grade verification, documentation of pay quantities, erosion control and permit compliance, safety compliance and claims avoidance. The technicians performing the inspection work must be trained, qualified, and certified by the National Institute for Certification in Engineering Technologies (NICET) or have an approved combination of education, experience, and training. Some testing will require certification by NCDOT.

The method of payment for this project will be **COST PLUS FIXED FEE** with a maximum amount.

The selection of a private engineering firm to provide CEI services on this project will be

handled in accordance with the following process:

1. Submission by the private consulting firm of a Letter of Interest (LOI).
2. Municipality will short list private consulting firms to a minimum of three firms.
3. Pre-interview meeting and oral interview at the option of the Municipality.
4. Municipality will recommend a private consulting firm to provide the CEI services.
5. NCDOT will review and approve the consultants selected.

Any firm wishing to be considered must be properly registered with the Office of the Secretary of State and with the North Carolina Board of Examiners for Engineers and Surveyors. Any firm proposing to use corporate subsidiaries or subcontractors must include a statement that these companies are properly registered with the North Carolina Board of Examiners for Engineers and Surveyors and/or the NC Board for Licensing of Geologists. The Engineers performing the work and in responsible charge of the work must be registered Professional Engineers in the State of North Carolina and must have a good ethical and professional standing. It will be the responsibility of the selected private firm to verify the registration of any corporate subsidiary or subcontractor prior to submitting a Letter of Interest. The firm must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000. The firm(s) must have an adequate accounting system to identify costs chargeable to the project.

SMALL PROFESSIONAL SERVICE FIRM (SPSF) PARTICIPATION

The Municipality encourages the use of Small Professional Services Firms (SPSF). Small businesses determined to be eligible for participation in the SPSF program are those meeting size standards defined by Small Business Administration (SBA) regulations, 13 CFR Part 121 in Sector 54 under the North American Industrial Classification System (NAICS). The SPSF program is a race, ethnicity, and gender neutral program designed to increase the availability of contracting opportunities for small businesses on federal, state or locally funded contracts. SPSF participation is not contingent upon the funding source.

The Firm, at the time the Letter of Interest is submitted, shall submit a listing of all known SPSF firms that will participate in the performance of the identified work. The participation shall be submitted on the Department's Sub consultant Form RS-2. RS-2 forms may be accessed on the website at <https://apps.dot.state.nc.us/quickfind/forms/Default.aspx>.

The SPSF must be qualified with NCDOT to perform the work for which they are listed.

Real-time information about firms doing business with the Department and firms that are SPSF certified through the Contractual Services Unit is available in the Directory of Transportation Firms. The Directory can be accessed by the link on the Department's homepage or by entering <https://apps.dot.state.nc.us/vendor/directory/> in the address bar of your web browser.

The listing of an individual firm in the Department's directory shall not be construed as an endorsement of the firm.

PREQUALIFICATION

NCDOT maintains a file on each qualified firm that has expressed an interest in providing professional services. Included in this file are a company brochure and Form PREQUAL-1 listing personnel and their qualifications for performing desired work, company's present activities and financial qualifications. At the time this initial information is submitted, a sample of recent work is needed for evaluation.

If your firm and all sub consultants have submitted or updated this data since July 1, 2011, please advise when the new data packet(s) were sent to the Department in the Cover/Introductory Letter with your letter of interest. Having this data on file with the Department eliminates the need to resubmit this data with each letter of interest.

If your firm and/or any sub consultants have not submitted or updated this data since July 1, 2011, please submit the new data to the Department **prior** to submittal of your letter of interest. An application may be accessed at <https://apps03.dot.state.nc.us/vendor/prequal> or a hard/paper copy may be obtained from the Technical Services Division (Contractual Services Unit). Having this data on file with the Department eliminates the need to resubmit this data with each letter of interest.

Even though specific DBE/MBE/WBE goals are not required for this project, the Department of Transportation is committed to providing opportunity for small and disadvantaged businesses to perform on its contracts through established Department goals. The Firm, sub-consultant and sub-firm shall not discriminate on the basis of race, religion, color, national origin, age, disability or sex in the performance of this contract.

EVALUATION

All qualified firms who submit responsive letters of interest will be considered.

The evaluation of firms submitting letters of interest for this project will be based on the following considerations and their respective weights:

1. Firm's experience, knowledge, familiarity and past performance with highway construction and CEI services - 30%
2. The experience of the firm's proposed staff to perform the type of work required - 40%
3. Firm's understanding of the project specific issues and their responsibility in delivering CEI services for the advertised project(s) – 30%

North Carolina firms qualified to do the required work will be given priority consideration. A North Carolina firm is a firm that maintains an office in North Carolina staffed with an adequate number of employees judged by the City of Shelby and Department of Transportation to be capable of performing a majority of the work required.

After reviewing qualifications, if firms are equal on the evaluation review, then those qualified firms with proposed SPSF participation will be given priority consideration.

FORMAT FOR SUBMISSION OF A LETTER OF INTEREST

All letters of interest are limited to fifteen (15) pages (RS-2 forms are not included in the page count) inclusive of the cover sheet, and shall be typed on 8 1/2" x 11" sheets, single spaced, one sided. Fold out pages, binders, dividers, tabs, etc are prohibited. One staple in the upper left- hand corner is preferred. Letters of interest containing more than fifteen (15) pages will not be considered.

Section I - Cover/Introductory Letter

The introductory letter should be addressed to Rick Howell, City Manager. Said letter is limited to two (2) pages and should contain the following elements of information:

- Expression of firm's interest in the work;
- Statement of whether firm is on register or submitting information with letter of interest.;
- Date of most recent private engineering firm qualification;
- Statement regarding firms possible conflict of interest; and
- Summation of information contained in the letter of interest.

Section II - Evaluation Factors

This section is limited to five (5) pages and should contain information regarding evaluation and other factors listed in the advertisement such as:

- Identify project personnel/sub-consultants qualifications and experience as related to this project;
- Unique qualifications of key team members;
- Identify type and location of similar work performed within last seven (7) years;
- Understanding of project approach to performing CEI services for this work, including the firm's understanding of their responsibility with regard to safety, contract administration, environmental responsibility, claims, and project delivery.
- Any innovative approaches to be used.

Section III - Supportive Information

This section is limited to eight (8) pages and should contain the following information:

- Capacity Chart/Graph (available work force);
- Organizational chart indicating personnel to be assigned by discipline;
- Resumes of key personnel
- Names, classifications, and location of the firm's North Carolina employees; and
- Other information.

APPENDICES-

CONSULTANT CERTIFICATION Form RS-2

Completed Form RS-2 forms SHALL be submitted with the firm's letter of interest. This section is limited to the number of pages required to provide the requested information.

Submit Form RS-2 forms for the following:

- Prime Consultant firm (Prime Consultant Form RS-2 Rev 1/14/08), and;
- ANY/ALL sub consultant firms (Sub consultant Form RS-2 Rev 1/15/08) to be or anticipated to be utilized by your firm.

Complete and sign each Form RS-2 (instructions are listed on the form).

In the event the firm has no sub consultant, it is required that this be indicated on the Sub consultant Form RS-2 by entering the word "None" or the number "ZERO" and signing the form.

The required forms are available at:

<https://apps.dot.state.nc.us/quickfind/forms/Default.aspx>.

Private engineering firms are invited to submit Letters of Interest for furnishing CEI services to City of Shelby Engineering Department by **5:00p.m. on May 30, 2019**. **Letters of Interest received after this deadline will not be considered.** **Four (4)** total letters of interest are required. **Firms submitting fewer copies will not be considered.**

Firms submitting Letters of Interest are encouraged to carefully check them for conformance to the requirements stated above. Letters of Interest will be disqualified if they do not meet ALL of these requirements, or if they are sent/delivered to any other location. No exceptions will be granted.

The mailing address is:

City of Shelby
Attn: Engineering Department
824 W. Grover St.
Shelby, NC 28150

The delivery address is:

City of Shelby – Utilities Operation Center
Attn: Engineering Department
824 W. Grover St.
Shelby, NC 28150

Any questions concerning the scope of work, the advertisement or if you feel that the information provided is inadequate please contact Tyler Brooks (tyler.brooks@cityofshelby.com) or by telephone at 704-484-6840.

The firm(s) selected will be notified by June 19, 2019. Notification will not be sent to firms that are not selected.

The Municipality reserves the right to reject any and all Letters of Interest.

PROHIBITIONS / EXEMPTIONS

Joint Ventures will not be considered.

The selected firm to perform CEI services for this project will not be allowed to subcontract the construction surveying (if required) from the Contractor for this construction project.

Firms that have provided design services for this construction project are prohibited from submitting Letters of Interest for this advertisement as a prime consultant or sub consultant unless an exemption is granted by the NCDOT State Construction Engineer as follows:

Firms that have provided any design services for this project and still desire to submit a Letter of Interest or be included in a Letter of Interest as a sub consultant must request an exception to this policy, in writing, from the State Construction Engineer prior to submission of the Letter of Interest for this advertisement. **The exception should clearly state the desire of the firm to submit as a prime or sub consultant, or both; the scope of design services completed; the anticipated construction costs of that portion of the work; the fees received for the design services; and any steps that will be taken by the firm to eliminate or minimize any potential conflicts.**

****ADVERTISEMENT TO BE POSTED FOR TWO WEEKS ON
CITY OF SHELBY WEBSITE****

5/15/2019

RESOLUTION NO. 44-2019

**A RESOLUTION AUTHORIZING SELECTION OF TGS ENGINEERS, INC.
BASED ON QUALIFICATIONS FOR CONSTRUCTION ENGINEERING AND
INSPECTION SERVICES FOR THE UPTOWN SHELBY STREETScape PROJECT**

WHEREAS, the City of Shelby designed a project entitled the Uptown Shelby Streetscape Project with the primary objectives being to improve pedestrian, bicyclist, and vehicle safety while improving aesthetics and promoting continued growth in Uptown Shelby; and,

WHEREAS, portions of this streetscape project are located with the North Carolina Department of Transportation (NCDOT) public right-of-way and must comply with applicable NCDOT standards and specifications; and,

WHEREAS, the City of Shelby must contract with a professional engineering firm to provide the Construction Engineering and Inspection (CEI) services to meet NCDOT requirements for the Uptown Shelby Streetscape Project; and,

WHEREAS, City staff issued a Request for Qualifications to professional engineering firms interested in providing Construction Engineering and Inspection related to this project; and,

WHEREAS, three (3) proposals were received from engineering firms interested in performing the work associated with this project in accordance with North Carolina General Statute 143-64.31; and,

WHEREAS, City staff has reviewed the proposals and determined that TGS Engineers, Inc. is the most qualified firm to perform and provide the services as outlined in the Request for Qualifications.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA:

Section 1. The City Council of the City of Shelby hereby desires for the City Manager to enter into negotiations with TGS Engineers, Inc. in accordance with North Carolina General Statute 143-64.31 to negotiate a contract for the above referenced project.

Section 2. If a fair and reasonable fee cannot be negotiated with the best qualified firm, negotiations will be terminated and initiated with the next best qualified firm.

Section 3. The City Manager is hereby authorized to execute a contract with a firm after successful negotiations.

Section 4. This resolution shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: G-1

New Business

- 1) Consideration of a resolution authorizing a comprehensive Parks and Recreation Master Plan: Resolution No. 45-2019

New Business Item: (Rick Howell, City Manager, Charlie Holtzclaw, Director Parks and Recreation)

Summary of Available Information:

- Memorandum dated June 7, 2019 from Charlie Holtzclaw, Director Parks and Recreation to Rick Howell, City Manager
- PARTF Grant Information
- Resolution No. 45-2019

City Manager's Recommendation / Comments

Resolution No. 45-2019 is presented for City Council consideration at this time. This new business item would authorize management to proceed with the development of a new comprehensive parks and recreation master plan. This plan is necessary for some key reasons. They include:

- 1) The current plan, adopted in 2007, is older than 10 years old and therefore does not qualify to receive critical points in the NC Parks and Recreation Trust Fund grant process. This would virtually eliminate the City's ability to compete for funding from this program. Any future projects such as the Shelby Rail Trail would very likely be shut out of funding.
- 2) A significant amount of parks improvements have been made since the last time the plan was updated and this needs to be reflected in any new plan. It is also important that as time has passed so have the needs of the community changed. It is certainly appropriate to solicit feedback from citizens at this juncture.
- 3) Any future borrowing for parks and recreation capital projects would need to have a sound Capital Improvements Program as this is something that a funding institution will take into consideration.

It is my recommendation Resolution No. 45-2019 be adopted and approved by City Council at this time.



Memorandum

To: Rick Howell, City Manager
Cc: Bernadette Parduski, City Clerk
From: Charlie Holtzclaw, Director Parks and Recreation
Date: June 7, 2019
Subject: Parks and Recreational Master Plan

Executive Summary of issue – Background

In 2008 the City of Shelby adopted a comprehensive Parks and Recreation Master Plan. Since that time, several of the plan's recommendations have been implemented including the City Park Sports Complex, All-Aboard Park Playground, Hanna Park, and renovations to the Holly Oak Park Activity Center and Playground. These, and other facilities, have greatly enhanced the quality of life for our citizens, as well as creating economic impacts through sports tourism.

Review and comments

Eleven years have passed since the current Mater Plan was implemented. During that time citizens have expressed a desire to continue building on Shelby's incredible parks and recreation tradition with new and different activities.

Going through the process, and having a comprehensive Master Plan is important in getting public input and new strategic planning for the future. It is also important to remember that having an up to date Master Plan less than 5-years old is critical in securing grants from the Parks and Recreation Trust Fund (PARTF) and other agencies.

Tie in to current policy and/or adopted planning documents

A new Master Plan ties to the following City adopted plans:

- Shelby Strategic Growth Plan – park additions and improvements
- Comprehensive Pedestrian Plan – providing trail and greenway opportunities
- Neighborhood Action Plan – improving recreational/leisure activity facilities in City neighborhoods
- Center City Master Plan – strengthening recreation/leisure activities in the Center City

Recommendation

Based on the proven success in quality of life and measurable economic impact that our community has realized the last few years in the development of new sports and recreational facilities, and the future need for the citizens of Shelby, it is my recommendation and request to you that consideration be given to the initiation of an updated comprehensive Parks and Recreation Master Plan.

PARTF Scoring System for Grants

The members of the N.C. Parks and Recreation Authority use the PARTF scoring system as one of several tools to select grant recipients. Please provide all of the information requested for each item. Attach a separate page if more space is needed to address any item. Before beginning, please refer to the "Definition of Terms" beginning on page 28. A team of PARTF staff and regional consultants will evaluate each application based on the scoring system and make the final decision about the applicant's score.

Preparing an application for a PARTF grant is more than simply completing the application form. Creating a proposal for a high quality park and recreation project requires adequate time to collect public input, review the results, and then properly plan for the project. You should also allow time to prepare the support documents that are vital in the evaluation of your application.

The planning and public involvement process has many benefits including:

- New recreational opportunities can be based on community preferences
- New parks can be located to respond to current deficiencies and future demands
- Recreational facilities can be built to meet the expectations of park visitors and minimize harm to the environment and
- PARTF funds can be used more efficiently.

PARTF Scoring System for Grants
Applicant:
Project:
A. Planning: (20 possible points)
<p>1. Site Specific Master Plan for the park and/or greenway system Master Plan(10 points)</p> <ul style="list-style-type: none"> ○ This item does not apply for applications proposing only land acquisition ○ Please refer to pages 29-30 for the required components of the plan <p>a. <input type="checkbox"/> The applicant has a master plan created or revised within the past five years for the project site and the project conforms to the plan.</p> <p style="padding-left: 40px;">Date the plan was produced: _____ (9 points)</p> <p>or</p> <p>b. <input type="checkbox"/> The applicant has a master plan created or revised within the past six years to ten years for the project site and the project conforms to the plan.</p> <p style="padding-left: 40px;">Date the plan was produced: _____ (4 points)</p> <p>c. <input type="checkbox"/> The local governing board has adopted the master plan.</p> <p style="padding-left: 40px;">Date the plan was adopted/accepted : _____ (1 point)</p> <p>Documentation Required:</p> <ol style="list-style-type: none"> 1. Three copies of the park master plan or greenway system plan. 2. Three copies of the local governing board's meeting minutes or resolution as documentation of the adoption or acceptance. 3. List the page number(s) and tab or highlight where the project is referenced in the plan.

2. Comprehensive systemwide parks and recreation plan for the local government's jurisdiction (7 points)

- o Please refer to page 30 for the required components of the plan

a. The applicant has a Comprehensive Systemwide Parks and Recreation Plan and the project conforms to the plan.

Date the plan was produced: _____ (6 points)

b. The local governing board has adopted the systemwide plan.

Date the plan was adopted/accepted: _____ (1 point)

Documentation Required:

1. Three copies of the comprehensive systemwide parks and recreation plan produced or revised in the past 10 years.
2. Three copies of the local governing board's meeting minutes or resolution as documentation of the official adoption or acceptance.
3. List the page number(s) and tab or highlight where the project is referenced in the plan.

3. 3-5 year capital improvement plan for parks and recreation (3 points)

- o Please refer to page 30 for the required components of the plan

The applicant has a 3-5 year parks and recreation plan or a capital improvements plan for parks and recreation and the project is identified in the plan.

Date the plan was adopted/accepted: _____ (3 points)

Documentation Required:

1. Three copies of the capital improvement plan.
2. Three copies of the local governing board's meeting minutes or resolution as documentation of their adoption or acceptance as a part of the local government's budget process.
3. List the page number(s) and tab or highlight where the project is referenced in the plan.

**B. Level of public involvement in developing and supporting the project:
(15 possible points)**

1. Public meetings (5 points):

The applicant conducted a public meeting(s) exclusively for discussing the project and obtaining comments. The public supported the project.

Date of the meeting(s): _____

Documentation Required:

1. Provide a title page that gives the name of applicant, the name of the project and identifies the document as "Public Meetings."
2. Three copies of the newspaper advertisement or a document describing the other means used to widely advertise the meeting.
3. Three copies of the minutes, including the discussion of the project, who was present and public comments.

RESOLUTION NO. 45-2019

A RESOLUTION AUTHORIZING A COMPREHENSIVE PARKS AND RECREATION
MASTER PLAN

WHEREAS, the City of Shelby last adopted a comprehensive Parks and Recreation Master Plan in 2008; and

WHEREAS, the City of Shelby's Strategic Growth Plan identifies the need to review and update system-wide Recreation Master Plans; and,

WHEREAS, several recommendations from the 2008 Master Plan have been implemented including City Park Sports Complex and Playground, Hanna Park, and renovations at Holly Oak Park; and,

WHEREAS, citizens have voiced their desire to have other new potential Parks and Recreation activities and facilities; and,

WHEREAS, The Parks and Recreation Trust Fund (PARTF) scoring system highly rewards grant applications with Master Plans five or less years old; and,

WHEREAS, Shelby City Council has appropriated revenue in the fiscal year 2019-2020 budget for the specific purpose of developing a Parks and Recreation Master Plan; and,

WHEREAS, it is the desire of the Shelby City Council that a comprehensive Parks and Recreation Master Plan be established.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHELBY, NORTH CAROLINA THAT:

Section 1. City Council hereby authorizes the City Manager to establish a Parks and Recreation Master Plan Steering Committee to serve until such a time as the Parks and Recreation Master Plan is formally presented to Council.

Section 2. The City Manager is hereby authorized to proceed with development of a Parks and Recreation Master Plan as provided for herein and within budgeted funds.

Section 3. This Resolution shall become effective upon its adoption and approval.

Adopted and approved this the 17th day of June 2019.

O. Stanhope Anthony III
Mayor

ATTEST:

Bernadette A. Parduski, NC-CMC, IIMC-MMC
City Clerk

City of Shelby
Agenda Item Summary
June 17, 2019
City Hall Council Chamber

Agenda Item: H

City Manager's Report

I will provide a brief report to make Council aware of a number of ongoing issues and concerns.

Agenda Item: I

Council Announcements and Remarks

J. Adjournment:

To adjourn a meeting of City Council, a majority of the Council members must vote for a motion to adjourn.

Motion to adjourn