



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Meeting Agenda

Finance Committee

Britt Moore, Chair

Committee Members:

Monica Peters

Michael Holmes

Victor Jones

Jay Wagner, Mayor (Alternate)

Wesley Hudson, Mayor Pro Tem (Alternate)

Thursday, August 3, 2023

4:00 PM

3rd Floor Conference Room

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

PRESENTATION OF ITEMS

[2023-339](#)

Consideration of a Contract with AMP Utility Distributions Services in the amount of \$106,250

City Council is requested to award a contract to AMP Utility Distribution Services in the amount of \$106,250 for the annual purchase of fire hydrants and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract- Annual Fire Hydrant AMP Utility Distribution Services](#)

[2023-348](#)

Consideration of a Contract with GEL Engineering of NC, Inc in the amount of \$142,960

City Council is requested to approve a contract with GEL Engineering of NC, Inc in the amount of \$142,960 for annual on-call air permitting assistance at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - GEL- Assistance with Air Permit Reporting Requirements and Compli](#)

[2023-349](#)

Consideration of Contract with Alta Planning + Design, Inc.

City Council is requested to approve a Contract with Alta Planning + Design, Inc. in the amount not to exceed \$45,000.00 to provide services necessary for the preparation of an engineering report and environmental information document (ER/EID) in accordance with guidance from the North Carolina Department of Environmental Quality (NC DEQ) Division of Water Infrastructure and that the appropriate City Official(s) be authorized to execute all necessary documents.

Attachments: [Contract - Alta Planning +Design, Inc.](#)

- [2023-350](#) Consideration of a Contract Renewal with Cigna Healthcare for Employee Health and Dental Care
City Council is requested to authorize the City Manager to execute a twelve (12) month contract with Cigna Healthcare for healthcare coverage for city employees. Contract will be effective January 1, 2024 to December 31, 2024.

Attachments: [Contract - Cigna 2024](#)

- [2023-351](#) Consideration of a Purchase of Two (2) Ford F550 Trucks from Amick Equipment Company in the amount of \$282,461.86
City Council is requested to approve the purchase of two (2) Ford F550 trucks with DiamondBack 8 Yard body from Amick Equipment Company and declare the old trucks as surplus and dispose through the online auction process.

Attachments: [Amick Equipment Company - Two Ford F550 with DiamondBack 8 Yard](#)

- [2023-352](#) Consideration of a Purchase of a Freightliner Truck with Pac Mac Model KB-20H-HJ from Carolina Environmental Systems, Inc. in the amount of \$205,985.00
City Council is requested to approve the purchase of a Freightliner truck with Pac Mac model KB-20H-HJ from Carolina Environmental Systems, Inc. and declare the old truck as surplus and dispose through the online auction process.

Attachments: [Carolina Environmental Systems, Inc. - Freightliner Truck](#)

- [2023-353](#) Consideration of an Easement Dedication to AT&T at 3940 Kivett Dr.
City Council is requested to approve an easement dedication to AT&T to relocate utilities to allow continued service after a portion of the right of way along Kersey Valley Rd. is closed and relocated to allow for the landfill expansion.

Attachments: [AT&T Dedication Easement](#)

- [2023-354](#) Consideration of a Resolution of the High Point City Council Authorizing Upset Bid Process for Sale of City Property Located at 807 Wise Avenue High Point, NC
City Council is requested to adopt a resolution accepting the offer of \$10,000 from HS.1 Properties, LLC for the purchase of city-owned property at 807 Wise Avenue through the upset bid procedure N.C.G.S. §160A-269 and direct the City Clerk to publish the public notice of the proposed sale in accordance with N.C.G.S. §160A-269.

Attachments: [Sale of Property 807 Wise Ave.](#)

- [2023-356](#) Consideration of a Resolution Authorizing the Sale of Retired K-9 Bruno
City Council is requested to adopt a resolution to retire Police K-9 Bruno and declare as surplus property to allow him to be purchased by Officer Karl Wolf who will assume all responsibility and liability.

Attachments: [Retire K-9 Bruno Surplus Declaration](#)

[2023-357](#)

Consideration of the Purchase of Motorola Portable Radios from Motorola Solutions, Inc. in the amount of \$444,353.

City Council is requested to approve the purchase of Motorola Portable Radios from Motorola Solutions, Inc. in the amount of \$444,353 and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Motorola Radio Replacement](#)

[2023-358](#)

Consideration of a Contract with SHI, Inc. in the amount of \$210,976.67

City Council is requested to approve a contract to SHI, Inc. in the amount of \$210,976.67 for the annual renewal of licensing for Checkpoint firewall appliances and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - SHI Inc.](#)

[2023-359](#)

Consideration of a Contract to Baker Underground in the amount of \$2,991,540

City Council is requested to award a contract to Baker Underground in the amount of \$2,991,540 for the Washington Street Realignment Project and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - Baker Underground](#)

[2023-360](#)

Consideration of a Contract to Wesco, Inc. in the amount of \$174,504

City Council is requested to award a contract to Wesco, Inc in the amount of \$174,504 for the procurement of Large Commercial/Industrial Voltage (120/208V) Transformers (225kVa) and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - Wesco, Inc.](#)

[2023-366](#)

Consideration of Items Relating to the Construction of Homes for the Cedrow Affordable Housing Project

City Council is requested to approve a contract with Community Housing Solutions in the amount of \$212,294, approve the Resolution of Conveyance, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract with CHS - 508.510.512 Rolling Green](#)

[2023-271](#)

Consideration of Items Relating to the Construction of Two Affordable Homes in the Southside Community

City Council is requested to approve a contract with Habitat for Humanity of High Point, Archdale & Trinity in the amount of \$91,000 to construct affordable homes in the South Side Community, approve a resolution of conveyance, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Habitat for Humanity - 705 and 707 Tryon Avenue](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: 225kVA Transformers for Various Electric Projects
Sourcewell Contract # 091422-WES

From: Tyler Berrier, PE; Electric Utilities Dir.

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertised By: Purchasing - Sourcewell

Attachments: Attachment A: Sourcewell Contract Bid
Attachment B: Recommendation Form

PURPOSE: Purchase of Large Commercial/Industrial Voltage (120/208V) Transformers (225kVa). Warehouse Stock Items, not associated with a specific project.

BACKGROUND: There are 6 total transformers being encumbered under this bid. Wesco is currently under contract through a cooperative bid, Sourcewell Contract #091422-WES

BUDGET IMPACT: Funds are included in the operating budget to cover this purchase.

RECOMMENDATION / ACTION REQUESTED: Staff is recommending that the city council approve, and the department be given the ability to procure these transformers. The department is recommending that the bid for these transformers be awarded to Wesco, Inc. for \$174,504.





WHS # 823

PO # 112124

CONFIDENTIAL

GE PROLEC TRANSFORMERS INC
1224 Commerce St SW, Suite J
Conover, NC 28613-0001

Sourcewell Contract # 091422 - WES

Quotation Date: 06/09/2023
Quotation Number: Q-00019266
FOR FASTER HANDLING
OF YOUR ORDER REFER TO
THIS NUMBER

\$174,504.00

To: WESCO DISTRIBUTION, INC G2465M06
334 ATKINSON STREET
CLAYTON, North Carolina 27520
Estados Unidos

Attn:
Customer RFQ: High Point
Quote Expiration Date: 08/19/2023

We thank you for your inquiry and are pleased to submit the following quotation. When placing an order, please reference this quote # on your order and process your Purchase order to the "vendor name" on the line(s) below along with payment to the correct "remit to address" as shown.

Line 1

CUSTOMER ITEM	GE ITEM	QUANTITY	UNIT PRICE	LEAD TIME
	QRJT452	6	29,084 USD	32

Capacity - kVA: 225

Primary Voltage: 12.47/7.2

Secondary Voltage: 208/120

Details:

Description: 225 KVA

THREE PHASE PAD TRANSFORMER

12470GRDY/7200 - 208Y/120

(2) - 2.5% Above and Below in HV

Loopfeed, Six HV Bushing, Staggered LV

CL FUSE

Dead Front, MINIMUM DIMS, Staggered LV

NO LOAD LOSSES-408, LOAD LOSSES-1928, TOTAL LOSSES-2336

IZ PCT: 3.69 EXC PCT: 2

Accessories:

TYPE ONAN, 95 KV BIL

20 INCH DEEP CABINET, TEMP. RISE: 65°C

Paint Finish: Munsell 7GY 3.29/1.5 Padmount Green

Stainless Steel 409L (Base & Sill)

DOE 2016 Standard Compliant Design

Handhole 14" x 25"

200 Amp HV Bushing well removable stud 35 kV

5/8 Stud type with 4 holes blade 830 A - LV Bushing

Standard Pressure Relief Valve

Thermometer VIAT

Provision for Vacuum Pressure Gauge

1 inch Drain Valve with 3/8 inch sampler in LV

3 Switches 2 pos. 300 A

95 kV BIL insert - 200 Amp (15 kV) - Grounded

Decal NON-PCB Rectangular - White on Blue Background

Warning Decal Per Nema fig. 3 (BILINGUAL)

Danger Decal Per Nema fig. 4 (BILINGUAL)

Standard Nameplate

Plastic GRD Connector Plug

Jacking facilities

KVA REFLECTIVE

LV REFLECTIVE

CITY OF HIGHPOINT STOCK NUMBER LABEL

CITY OF HIGHPOINT WARNING DECAL

EXPULSION FUSE

CL FUSE

BAYONET FUSE HOLDER

Oil ASTM Type II

Horizontal bar of RUNNER

Vertical bar of RUNNER

I. - GENERAL COMMENTS & CLARIFICATIONS

- Given the ongoing and constantly changing status of the epidemic/pandemic situations, such as coronavirus, around the world, including emerging governmental restrictions, Seller assures Buyer that Seller are staying abreast of the situation across the globe. The impacts of these situations cannot reasonably be determined at this time; however, Seller will keep Buyer aware of any developments that may impact timing, schedules, pricing or other aspects of our contract. While Seller does not propose to make changes now, Seller's proposal did not consider the impacts of the coronavirus or any other epidemic/pandemic situation and may need to be adjusted; we will determine what (if any) changes we may need at the time of the award and will work with customer to ensure mutual agreement.
- Prolec GE designs, manufactures and test transformers in accordance with the latest applicable sections of ANSI, NEMA and IEEE Standards. We take exceptions to all other codes and standards.
- Prolec GE quoted based on BOM of the transformer stated on an email. Without any Specification or Drawing
- Prolec GE will provide standard impedance & losses values.
- Features not specifically documented in above bill of materials should not be assumed to be included. If required, please clarify with your Customer Support Engineer properly.
- **Spare Parts and Installation:** Unless specifically stated otherwise, this quotation does not include any field related labor or materials such as but not limited to delivery, storage, handling, installation, grounding, field testing, cleaning, adjusting, training/demonstration, coordination studies, startup, special tools, spare parts, etc.
- Transformers are tested according to ANSI Standard Test Code for Transformers C57.12.90

II. - DRAWING AND SHIPMENT CYCLES (WEEKS)

Description	For Record Drawings	For Approval Drawings
Mailing of Drawings (Weeks)	6	6
Customer Drawings return	N/A	2*

***Actual shipment and drawings will depend on factory backlog at the time of the purchase order acceptance. Shipment dates are approximate and are based upon prompt receipt of all necessary information from Buyer..If Buyer exceeds the approval drawing cycle time allowed, the shipment will extend at least accordingly to the extra time taken.**

* Prolec-GE reserves the right to substitute, at its discretion, materials used to manufacture the products. Should Prolec-GE substitute any materials, it will make reasonable efforts to notify the Buyer. If Prolec-GE believes that a substitution of material will affect any express performance guarantees, it will notify Buyer and the performance guarantees will be adjusted to reflect the use of the new material.

Customer will return approval drawings by (Add 2 weeks) with the release for manufacture, otherwise price will be subject of revision according to Release Clause DT stated in our quotation letter section IV.

Release Clause DT applies along with GE Terms and Conditions of Sales listed in GE PROLEC PGE2023. All Changes must be resolved before order entry.

III. - TERMS, CONDITIONS & WARRANTY

This proposal will remain valid for a period of 30 days after submittal.

Prolec GE currently facing a dynamic market of commodities (copper, silicon steel, oil, aluminum and carbon steel) where the costs are fluctuating, so Prolec GE reserves the right to revisit the pricing of this proposal if the cost of the commodities vary +2% from the date of the quote. For projects to be decided after 30 days, please contact our team through your assigned Sales Rep to get a quote update. For long-term projects we invite you to ask us about our Prolec GE Price Index policy which allows the buyer and seller to be protected for positive and negative commodity fluctuations for the duration of the contract.

The Buyer may not make any public announcement in relation to the Contract (including to any purchase orders or related contractual documents), including the fact that it exists, without prior written authorization from the Seller on such terms and conditions as approved by the Seller.

For Shreveport, LA, US Sales:

All items are sold FOB Shipping Point (Shreveport, LA, USA), unless otherwise noted

For Apodaca, NL, MX Sales:

All items are sold FCA (Incoterms 2010) Laredo, TX, USA, with transportation allowed to the carrier delivery point listed in this quotation within the confines of the continental United States, excluding Alaska or Hawaii.

Terms of payment are 100% net cash within 30 days from date of shipment.

There will be a 1.5% charge per month of the total invoice price beginning 30 days after the date of the invoice, but the amount shall not be in excess of the applicable usurious rate.

Cancellation of Order

The Buyer may cancel his order only upon a written notice and upon payment to Prolec GE of reasonable and proper cancellation charges.

Cancellation Charges:	% of selling price
1 week after order	10
3 weeks after order	15
Before factory release	20
1 week after release	65
2 weeks after release	70
3 weeks after release	90
4 weeks after release	100

The following applies unless specified otherwise:

Release Clause DT

1. The prices stated herein are firm provided:

a. If order is Immediate release with a scheduled shipment date within ninety (90) calendar days from the date of such order (or at Seller's earliest convenience thereafter), and no change orders are agreed upon within such ninety (90) day period; or

b. If approval drawings from Buyer are required before starting manufacture of the products, the drawings must be reviewed and approved by Buyer no later than 30 calendar days after submittal thereof by Seller. Otherwise, will be subject for price adjustment at 1.5% for each full month or fraction thereof that approval is thereby delayed.

2. In the event that the customer for any reason does not comply with the conditions in paragraph 2 above and/or shipment is delayed for a reason not within the control of the Company, the price shall be increased 1.5% for each full month or fraction thereof that shipment* is there by delayed after the 90-day period from the date of order.

In the event the Company has been delayed by any of the causes specified in the clause entitled "Excusable Delays" which is set forth in the Company's Conditions of Sale, "Shipment" shall mean the actual date of shipment.

Standard warranty coverage applies (unless otherwise noticed): 12 months from energization or 18 months from date of shipment, whichever occurs first.

The sale of any product or service by GE-Prolec is expressly conditioned upon Buyer's assent to the terms (Form GE PROLEC PGE2023) contained herein. Any additional or different terms proposed by Buyer are expressly objected to and will not be binding upon GE-Prolec unless specifically agreed in writing by GE-Prolec's authorized representative.

NOTICE: SALES OF ANY PRODUCT AND/OR SERVICES COVERED BY THIS QUOTATION ARE EXPRESSLY CONDITIONAL ON THE CUSTOMER'S ASSENT TO THE DIFFERENT OR ADDITIONAL TERMS CONTAINED HEREIN (INCLUDING THOSE ATTACHED TO THIS QUOTATION). ANY ADDITIONAL OR DIFFERENT TERMS PROPOSAL BY CUSTOMER ARE EXPRESSLY OBJECTED TO AND WILL NOT BE BINDING UPON SELLER UNLESS SPECIFICALLY ASSENTED TO IN WRITING BY SELLER'S AUTHORIZED REPRESENTATIVE. ANY ORDER FOR OR ANY STATEMENT OF INTENT TO PURCHASE HERE UNDER, OR ANY DIRECTION TO PERFORM WORK AND SELLER'S PERFORMANCE OF WORK, SHALL CONSTITUTE ASSENT TO SELLER'S TERMS AND CONDITIONS (See GE PGE2023 T&Cs <https://store.gegridsolutions.com/termEM104-Grid.pdf>).

"Some stock is currently available subject to prior Sale. If stock is depleted at the time of Order, Standard lead time will apply". ** Subject to change as lead-times are confirmed upon receipt of purchase order.

PROP Q-00019266

CITY OF HIGHPOINT

- WE ARE QUOTING PER CITY OF HIGHPOINT SPECIFICATIONS; NO OTHER SPEC WILL APPLY.

***** COMMENTS *****

- PROLEC GE DESIGNS, MANUFACTURES AND TEST TRANSFORMERS IN ACCORDANCE WITH THE LATEST APPLICABLE SECTIONS OF ANSI, NEMA AND IEEE STANDARDS. WE TAKE EXCEPTIONS TO ALL OTHER CODES AND STANDARDS.

- PROLEC GE HAS RESERVED MANUFACTURING SLOTS FOR 2023 BY PRODUCT LINE AT OUR FACTORY TO SECURE AN ASSIGNED VOLUME FOR YOUR NEEDS. THESE RESERVED SLOTS HAVE BEEN SCHEDULED ALL OVER 2023. PRICES ARE VALID FOR SHIPMENTS IN 4Q23. IF, DEPENDING ON THE RESERVED SLOTS WE HAVE ASSIGNED BY QUARTER, SOME ORDERS ARE SCHEDULED BEYOND 4Q23, PLEASE CONSIDER PRICE WILL CHANGE ACCORDING TO PROLEC GE

PRICE INDEX (PGPI) DEPENDING ON THE QUARTER OF DATE OF SHIPMENT. PGPI FOR EACH QUARTER IS RELEASED ON THE 15TH DAY OF THE LAST MONTH OF PREVIOUS QUARTER.

- UNITS WILL BE SCHEDULED ACCORDING TO THE RESERVED SLOTS AND PO SHOULD COME WITH THE LINES ACCORDING TO THEIR SLOTS

- PROLEC GE 2023 T&C.

- WE ARE QUOTING PER ANSI C57.12.34, LOOP FEED, DEAD FRONT.
- WE ARE QUOTING PRIMARY VOLTAGE 12,470GRDY/7200.
- WE ARE QUOTING SECONDARY VOLTAGE 208Y/120.
- WE ARE QUOTING TAPS 2 - 2.5% ABOVE AND BELOW.
- WE ARE QUOTING BAYONET EXP FUSE + ISO LINK.
- WE ARE INCLUDING HV INSERTS
- WE ARE INCLUDING 3 - 2 POSITION SWITCHES 300 A.
- WE ARE INCLUDING THERMOMETER, .
- PER POINT 16 WE ARE PROVIDIG SS BASE WICH INLCUDES A 10" HIGH SKIRT (SUBJECT TO CHANGE)

- ANSI C57.12.90 INCLUDES AS ROUTINE TEST AS FOLLOW:

- * RESISTANCE MEASUREMENTS
 - * RATIO
 - * POLARITY AND PHASE RELATION
 - * NO-LOAD LOSSES AND EXCITATION CURRENT
 - * LOAD LOSSES AND IMPEDANCE VOLTAGE
 - * LOW FREQUENCY TEST (APPLIED AND INDUCED POTENTIAL)
 - * LIGHTING IMPULSE
 - * EFFICIENCY AT ¼, ½, ¾, AND FULLY LOAD
 - * VOLTAGE REGULATION AT 1.0 AND 0.8 POWER FACTOR
- IF YOU REQUIRE SPECIAL TESTS PLEASE CONSIDER AN EXTRA COST WILL APPLY.

IF YOU REQUIRE SPECIAL TESTS CONSIDER THE NEXT ADDERS:

- * TEMPERATURE EACH STAGE OF COOLING ... \$2,000 USD
- * FULL WAVE IMPULSE ... \$1,200 USD
- * AUDIBLE SOUND ... \$2,500 USD
- * OIL DGA ... \$500 USD
- * OIL PCB ... \$100 USD
- * SWEEP FREQUENCY (DO NOT APPLY FOR PAD MOUNTED UNITS) \$2,500 USD
- * ZERO PHASE SEQUENCE IMPEDANCE ... \$500 USD
- * RIV ... \$2,500 USD
- * POWER FACTOR * LEAK TEST 6 HOURS ... \$200 USD
- * TELEPHONE INFLUENCE FACTOR (TIF) ... Out of our scope
- * CORONA TEST ... Out of our scope
- * SHORT CIRCUIT TEST ... Not performed

OJLN FOR JND
07/20/2023

Regards,

Beau Benefield

**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

CITY OF HIGH POINT

AGENDA ITEM



Title: Purchase of Freightliner truck with Pac Mac model KB-20H-HJ

From: Kevin Rogers, Fleet Director

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date / N/A

Advertised By: N/A

Attachments: Quote
Recommendation Form

PURPOSE:

The Environmental Services Department is currently utilizing a 2014 International 7400 Knuckleboom with Petersen TL3 loader which is in need of replacement due to age and mileage. Using the NC Sheriff's Association Contract# 24-08-0421 a Freightliner M2-106 truck with Pac Mac model KB-20H-HJ loader is being recommended for council approval.

BACKGROUND:

The Environmental Services Department is currently using a 2014 International 7400 Knuckleboom with Petersen TL3 loader that needs replacement due to over all condition. The new Freightliner M2-106 truck with Pac Mac model KB-20H-HJ is similar to other trucks they are using and will meet their needs. The price of \$205,985.00 is for the truck, training, and delivery. The estimated delivery is 240-360 days.

BUDGET IMPACT:

Funds are available in 2023-24 budget

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing the new Freightliner truck with Pac Mac model KB-20H-HJ from Carolina Environmental Systems, Inc. Recommendation also includes declaring the old truck as surplus and disposing through the online auction process.



Carolina Environmental Systems, Inc.
306 Pineview Drive, Kernersville, NC 27284
2701 White Horse Road, Greenville, SC 29611
500 Lee Industrial Blvd, Austell, Ga 30168
Phone: 800-239-7796
336-904-0952

QUOTE

June 2, 2023
City of High Point
3524 Triangle Lake Rd
High Point, NC 27260
Attention: Mr. Kevin Rogers & Mr. Justin Hix

Dear Kevin & Justin,

CES appreciates the opportunity to quote you the following:

One (1) new Pac-Mac model KB-20H-HJ loader via NC Sheriffs Contract # 24-08-0421

Standard features include:

H Style Outriggers
Hot Shift PTO
6' Tip Boom with 4' Extend
10' Main Boom w/ Extend Tip
Hydraulic Joystick Controls
18' 24 Cubic Yard Body
Barn Doors
Paint: Standard Red/Black Loader, Black Body
Strobe light on Pivot
Midbody Turns
Boom Up Alarm

Body/Loader Options Added at Plant:

Rear Post Corner Strobes
Electric tarp system with arms
Tool Holder (1) on Front Wall (2) on Side Wall
Oil Cooler
Rubber Mat (serves as heat shield)

Options Added at CES:

Outrigger Strobes
Modify catwalk/steps
Install air broom into back of cab
Install backup camera

All as per the above and mounted on one (1) 2024 Freightliner M2106 cab/chassis complete as per the enclosed specifications and including a five (5) year 150,000 mile Cummins engine, engine aftertreatment system, and a five (5) year unlimited mile Allison transmission warranty

Sales Price: \$205,985

Delivery: Approximate delivery for Q4 2023, subject to prior sale

*Price is subject to change due to surcharges from the chassis and/or body manufacturer prior to delivery

We sincerely appreciate the opportunity to submit the above quotation. If we may answer any questions or be of service to you in any way, please do not hesitate to contact us at: 1-800-239-7796.

Sincerely,
Ben Taylor
Carolina Environmental Systems



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Fleet Services

COUNCIL AGENDA DATE: 08/07/2023

BID NO.: NC Sheriffs Association CONTRACT NO.: 24-08-0421 DATE OPENED:

DESCRIPTION:

Freightliner M2-106 with Pac Mac model KB-20H-HJ loader.

PURPOSE:

The Environmental Services Division is currently using a 2014 International 7400 Knuckleboom with Peterson TL3 loader that needs replacement due to age and overall condition.

COMMENTS:

The new Freightliner M2-106 truck with Pac Mac model KB-20H-HJ loader is similar to what they are currently using and will meet their needs. The price of \$205,985.00 is for the truck, extended warranty, training, and delivery.

RECOMMEND AWARD TO: Carolina Environmental Services AMOUNT: \$205,985.00

JUSTIFICATION:

Using this bid allows the City of High Point to take advantage of the volume discount offered through the NC Sheriffs Association.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$205,985.00
TOTAL BUDGETED AMOUNT				\$205,985.00

DEPARTMENT HEAD: KEVIN ROGERS Digitally signed by KEVIN ROGERS
Date: 2023.07.19 11:35:56 -04'00' DATE: 07/19/2023

The Purchasing Division concurs with recommendation submitted by the and recommends award to the lowest responsible, responsive bidder in the amount of \$.

PURCHASING MANAGER: Candy E. Harmon Digitally signed by Candy E. Harmon
Date: 2023.07.19 16:35:22 -04'00' DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2023.07.20 09:00:41 -04'00' DATE: 7/20/23

CITY MANAGER: DATE:

RESOLUTION AUTHORIZING THE SALE OF
RETIRE K-9 BRUNO

WHEREAS, the City Council for the City of High Point finds that Police K-9 Bruno can no longer perform as required for his job and has received a recommendation from the High Point Police Department K-9 Supervisor that Bruno be retired; and

WHEREAS, N.C.G.S. 160A-266(d) permits the City Council to authorize the disposition of personal property that is without value; and

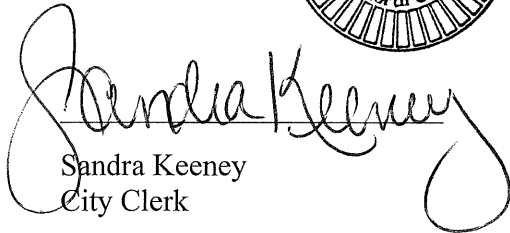
WHEREAS, Officer Karl Wolf has agreed to purchase retired K-9 Bruno from the City of High Point in the amount of \$1.00 and upon accepting custody of the dog will assume all liability and responsibility for the care of the animal for the remainder of its life.

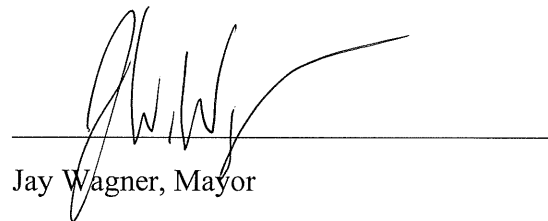
NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of High Point authorizes the purchase of K-9 Bruno by Officer Karl Wolf for \$1.00 effective August 07, 2023.

Adopted: August 7, 2023



ATTEST


Sandra Keeney
City Clerk


Jay Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Checkpoint Firewall License/Support - City of High Point

From: Adam Ward, Assistant Director, Information
Technology Services

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: SHI Inc Quote

PURPOSE:

Annual renewal of licensing for Checkpoint firewall appliances.

BACKGROUND:

The City uses Checkpoint Next Generation firewalls at the edge of its network to protect information systems and other assets from cyber attack. Checkpoint Edge devices are used at remote City sites to provide secure remote access to the City's internal network via VPN. This renewal allows the City to continue to use these appliances, gain access to updates, and obtain support when needed.

BUDGET IMPACT:

The City of High Point will use existing funds in the FY 2023-24 budget to acquire Checkpoint licensing and support via SHI, Inc. The purchase will occur under the Charlotte Technology Products and Related Services purchasing contract (Agreement # 2020000547). The total amount of the purchase is \$210,976.67.

RECOMMENDATION / ACTION REQUESTED:

The Department of Information Technology Services recommends approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Information Technology Services

COUNCIL AGENDA DATE: 8/7/2023

BID NO.: N/A

CONTRACT NO.: CTPRS #2020000547

DATE OPENED: N/A

DESCRIPTION:

Annual renewal of licensing for Checkpoint firewall appliances.

PURPOSE:

The Checkpoint annual license and support renewal allows the City to continue to use these appliances, gain access to updates, and obtain support when needed.

COMMENTS:

This is a comprehensive renewal not only covering the Checkpoint Next Generation Firewalls at the edge of the City's network but also the Checkpoint Edge devices that allow remote facilities secure access to our network.

RECOMMEND AWARD TO: SHI, Inc.

AMOUNT: \$210,976.67

JUSTIFICATION:

The Checkpoint firewalls referenced here and the accompanying agenda item memorandum are preexisting. This acquisition is a continuation of software licensing and support for these appliances.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
101241	527216			\$210,976.67
TOTAL BUDGETED AMOUNT				\$210,976.67

DEPARTMENT HEAD: Steve Lingerfelt

Digitally signed by Steve Lingerfelt
Date: 2023.07.14 13:54:07 -04'00'

DATE: 7/14/2023

The Purchasing Division concurs with recommendation submitted by the [redacted] and recommends award to the lowest responsible, responsive bidder [redacted] in the amount of \$ [redacted].

PURCHASING MANAGER: Candy E. Harmon

Digitally signed by Candy E. Harmon
Date: 2023.07.14 16:34:22 -04'00'

DATE: 7/14/2023

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn

Digitally signed by Bobby Fitzjohn
Date: 2023.07.14 16:58:10 -04'00'

DATE: 7/14/2023

CITY MANAGER: [redacted]

DATE: [redacted]



Pricing Proposal
Quotation #: 23695753
Created On: 7/13/2023
Valid Until: 7/28/2023

NC-City of High Point

Adam Ward

PURCHASING DEPT.
PO BOX 230
HIGH POINT, NC 27260
United States
Phone: 3368833219
Fax:
Email: adam.ward@highpointnc.gov

Inside Account Manager (IAM)

Wan Tangtrakul

290 Davidson Avenue
Somerset, NJ 08873
Phone: 800-715-3197
Fax: 732-868-6055
Email: SoutheastTeamGov@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 CHECK POINT ENTERPRISE SUPPORT SVCS SUPP PRICING VARIES Check Point Software - Part#: CPES-SS-PREMIUM Contract Name: Charlotte Technology Products and Related Services Contract #: 2020000547 Coverage Term: 8/1/2023 – 7/31/2024	1	\$94,020.45	\$94,020.45
2 PREMIUM DIRECT SUP FOR 1575W SLIC Check Point Software - Part#: CPES-SS-PREMIUM1575W Contract Name: Charlotte Technology Products and Related Services Contract #: 2020000547 Coverage Term: 8/1/2023 – 7/31/2024	7	\$298.30	\$2,088.10
3 ENTERPRISE BASE PROTECTION NGTXLICS SUPP PRICING VARIES Check Point Software - Part#: CPEBP-NGTX Contract Name: Charlotte Technology Products and Related Services Contract #: 2020000547 Coverage Term: 8/1/2023 – 7/31/2024	1	\$105,120.00	\$105,120.00
4 1YR COMPLIANCE BLADE MANAGING LICS UP TO 25 GATEWAYS Check Point Software - Part#: CPSB-COMP-25-1Y Contract Name: Charlotte Technology Products and Related Services Contract #: 2020000547 Coverage Term: 8/1/2023 – 7/31/2024	1	\$8,486.15	\$8,486.15
5 SMARTEVENT AND SMARTREPORTER LICS FOR 10GATEWAYS Check Point Software - Part#: CPSB-EVS-10-1Y Contract Name: Charlotte Technology Products and Related Services Contract #: 2020000547 Coverage Term: 8/1/2023 – 7/31/2024	1	\$1,261.97	\$1,261.97
Total			\$210,976.67

Additional Comments

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

CITY OF HIGH POINT

AGENDA ITEM



Title: Annual Assistance with Air Permit Reporting Requirements and Compliance
GEL Engineering of NC Inc.

From: Robby Stone – Public Services Director
Derrick Boone – Public Services Asst. Director

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date: N/A
Advertised By: On-Call

Attachments: Attachment A – Proposal –August 2023 to June 2024

PURPOSE: To contract with GEL Engineering of NC Inc. for annual on-call air permitting assistance at the Eastside Wastewater Treatment Plant.

BACKGROUND: The City of High Point operates under a Title V air emissions permit at the Eastside WWTP. The air permit includes numerous reporting requirements, annual compliance emissions testing of the fluidized bed incinerator, and quarterly compliance emissions testing of the Sorbent Polymer Composite (SPC) Adsorber as required by the EPA approved Alternate Monitoring Plan.

BUDGET IMPACT: Funds for this are available in the adopted budget.

RECOMMENDATION / ACTION REQUESTED: The Public Services Department recommends approval and asks for the Council to award the professional engineering services to GEL Engineering of NC Inc. for the amount \$142,960.

July 25, 2023

Mr. Derrick Boone
Assistant Public Services Director
City of High Point
211 S Hamilton, Room 206
High Point, North Carolina 27260

Re: Proposal for Assistance with Air Permit Reporting Requirements and Compliance
Emissions Testing of the Fluidized Bed Incinerator
August 2023 – June 2024
Eastside Wastewater Treatment Plant
Air Permit No. 08074T16

Dear Derrick:

GEL Engineering of NC, Inc. (GEL) appreciates the opportunity to provide air permitting assistance to the City of High Point (City) related to reporting requirements included in the Title V operating permit for the Eastside Wastewater Treatment Plant (Eastside WWTP) in Jamestown, North Carolina. Outlined below is our understanding of the project, a proposed scope of work, and cost estimate.

PROJECT INFORMATION

Eastside WWTP is currently covered under Title V operating permit No. 08074T16 issued on May 1, 2023, by the North Carolina Department of Environmental Quality (NCDEQ) Division of Air Quality (DAQ). The referenced air permit includes numerous reporting requirements and requires annual compliance emissions testing of the fluidized bed incinerator (FBI) (ID No. ES-01).

SCOPE OF WORK

Task No. 1: Assistance with Environmental Compliance Reporting and General On-Call Services – Eastside WWTP

Based on a review of the Eastside WWTP's Title V operating permit, Eastside WWTP is required to prepare and submit the following reports to NCDEQ DAQ:

- Semiannual reports (January 30th and July 30th of each year) that include a summary of deviations regarding wet scrubber (CD-01) pressure drop and exhaust gas oxygen (O₂) content for the Fluidized Bed Incinerator (FBI) (ES-01) (Condition Nos. 2.1 (A) (2) (f) and 2.1 (A) (5) (u) (ix).
- Annual report (February 19th) including the following (Condition No. 2.1 (A) (7) (g)):
 - Records related to pollutant limits for metals.

- Concentrations of arsenic, cadmium, chromium, lead, and nickel in biosolids fed to the incinerator.
- Information showing how the requirements for beryllium and mercury in the NESHAP's are being met.
- Records related to carbon monoxide (CO) limit:
 - CO monthly average concentrations in the stack exit gas.
 - O₂ concentration in the stack exit gas for each incinerator.
 - Information used to measure moisture content in the stack exit gas for the incinerator.
- Records related to management practices and monitoring requirements:
 - Combustion temperatures, including maximum daily combustion temperature in the incinerator.
 - Measurements for required air pollution control device operating conditions.
 - Calibration and maintenance log for instruments used to measure:
 - CO level in stack exit gas.
 - Oxygen level in stack exit gas.
 - Moisture content in stack exit gas.
 - Combustion temperature in the incinerator.
- Annual compliance report (April 2024) required by 40 CFR Part 60 Subpart M (Condition Nos. 2.1 (A) (5) (u) (ii) and 2.1 (A) (6) (r) (iii)).
- Semiannual deviation reports (if applicable) (January 30th and July 30th of each year) required by 40 CFR Part 60 Subpart M (Condition Nos. 2.1 (A) (5) (u) (iii) and 2.1 (A) (6) (r) (iv)).
- Semiannual reports (January 30th and July 30th of each year) including summary of monitoring and recordkeeping activities associated with the sand silo baghouse (Condition No. 2.1 (B) (1) (f)).
- Semiannual reports (January 30th and July 30th of each year) including summary of monitoring and recordkeeping activities associated with the three 2,000 kilowatt (kW) No. 2 fuel oil-fired dual use generators (Condition No. 2.1 (C) (3) (bb)).
- Semiannual reports (January 30th and July 30th of each year) including summary of operational hours for the 2,000 kilowatts (kW) No. 2 fuel oil-fired dual use generators (previous 17-months) (Condition No. 2.2 (A) (1) (e)).
- Annual Title V certification report (March 1st) (Condition No. 4 (P)).
- Annual Emission Inventory (June 30th) (Condition No. 4 (X)).

It is assumed that the City will provide all the necessary information to prepare the preceding reports. The scope of work for this project does not include onsite data collection and coordination of recordkeeping requirements.

GEL will also provide general on-call support services related to environmental compliance at the Eastside WWTP.

Task No. 2: Assistance with Environmental Compliance Reporting – Frank L. Ward Water Treatment Plant and Westside Wastewater Treatment Plant

GEL will prepare the semiannual reports (January 30th and July 30th of each year) required under 40 CFR Part 63 Subpart ZZZZ for submittal to NCDEQ DAQ for Generator Nos. 1 and 2 located at the Frank L. Ward Water Treatment Plant and Generator No. 1 at the Westside Wastewater Treatment Plant.

Task 3 – Conduct Compliance Emissions Testing of the FBI (tentatively scheduled for September 2023)

3.1 Prepare Stack Testing Protocol

GEL will prepare a site-specific stack testing protocol for submittal to the NCDEQ DAQ as required by §60.5235 (g) (2) and Condition No. (4) (JJ). GEL will provide a draft version of the site-specific stack testing protocol to the City for review and approval. The site-specific stack testing protocol plan must be submitted to NCDEQ DAQ at least 45 days prior to the planned completion of the performance testing.

3.2 Conduct Performance Test

Emissions tests will be conducted on the FBI using the Environmental Protection Agency (EPA) methodologies listed in the following table:

Parameter	Method(s)	Duration
Gas Velocity and Volume Flow Rates	1 & 2	as required
O ₂ /CO ₂	3A	as required
Moisture Content	4	as required
PM (filterable) & HCL ¹	5 / 26A	3 two-hour runs
Sulfur Dioxide (SO ₂)	6C	3 one-hour runs
Nitrogen Oxide (NO _x)	7E	3 one-hour runs
Carbon Monoxide (CO)	10	3 one-hour runs
Dioxin / Furan (D/F)	23	3 three-hour runs
Metals ²	29	3 two-hour runs
Mercury ³ (Hg)	30B	3 two-hour runs
Opacity – Ash Handling Fugitive	22	3 one-hour runs
Sludge Analysis ⁴	SW846-6010C	As required
Sludge Analysis – Btu Content	D240	Grab sample

****Notes:**

¹ Particulate matter (PM) & hydrogen chloride (HCL).

² Metals to be targeted include As, Be, Cd, Cr, Ni and Pb.

³ GEL will employ EPA Method 30B to determine total vapor Hg.

⁴ Analysis of sludge will be for As, Be, Cd, Cr, Hg, Ni and Pb.

The sampling for the analytes noted above meet the testing requirements outlined in Condition Nos. 2.1 (A) (5) and (6).

3.3 Perform Relative Accuracy Test Audit

GEL will perform a relative accuracy test audit (RATA) on the Continuous Emissions Monitoring system (CEMs) for the exhaust of ES-01.

Testing will be performed using the EPA methodologies listed below.

Parameter	Test Method	Duration
CO	10	9-12, 21-minute runs

RATA testing will be performed in accordance with 40 CFR Part 60. GEL personnel will reduce the data for each run in the field. This includes moisture correction after each run or sets of runs. RATA emissions data will be bias and moisture corrected at the end of each test run and provided to the City.

3.4 Prepare Compliance Emissions Test Report

All test results will be submitted to the City within 30 days after completion of the tests. All results will be reported in accordance with the guidelines required by the EPA. After the City has reviewed the results and addressed any concerns, a draft report will be prepared and submitted to the City for review. A final report will be submitted to the City within 45 days after completion of the tests. GEL will provide one electronic copy (PDF) and two bound copies to the City. The test results will be expressed as noted in the following table:

Parameter	Units
PM ¹	mg/dscm, lb/hr, lb/ton of dry sludge
SO ₂ , NO _x , CO ¹	ppm by dry volume, lb/hr, lb/ton of dry sludge
D/F ¹	nanograms per dscm, lb/hr, lb/ton of dry sludge
HCL ¹	ppm by dry volume, lb/hr, lb/ton of dry sludge
Metals ^{1, 2}	mg/dscm, lb/hr, lb/ton of dry sludge
Btu content	Btu/lb of dry sludge

****Notes:**

¹ All reported pollutant concentrations will be adjusted to 7 percent oxygen.

² As required by Condition No. (2.1) (A) (7) (f) (J), control efficiencies for As, Be, Cd, Cr, Hg, Ni and Pb will be calculated.

GEL will utilize the following laboratories for sample analysis:

Analyte	Laboratory
PM	GEL
SO ₂ , NO _x , CO ¹ 3A	GEL
D/F	Cape Fear Analytical, Inc. Wilmington, N.C.
HCL	Element One Lab, Inc. Wilmington, N.C.
Metals	Element One Lab, Inc. Wilmington, N.C.
Mercury ²	GEL
Btu content	GEL

****Notes:**

¹ Pollutants will be measured using GEL CEMs.

² GEL will analyze the absorbent traps utilized for total Hg.

Task 4 - Prepare Air Permit Application to Revise Operating Parameter Limits

During the compliance emissions tests on the FBI, operating parameter limits are established such as FBI combustion chamber temperature, FBI freeboard area temperature, exhaust gas oxygen content, scrubber liquid flow rate, scrubber pressure drop and scrubber liquid pH. Eastside WWTP is required to operate the FBI to comply with the established operating parameter limits. An air permit application will be prepared after the compliance emissions test and submitted to NCDEQ DAQ within 60 days of the compliance emissions testing on behalf of the City to request the most recent operating parameter limits be included in the air permit.

GEL will prepare the necessary air permit application forms along with a regulatory review and emissions assumptions and calculations sections for submittal to NCDEQ DAQ. As required by NCDEQ DAQ, we will prepare the application under the direction and seal of a professional engineer licensed in the state of North Carolina.

Task 5 – Perform Quarterly Compliance Mercury Emissions Testing of Control Device ID No. ED-04

As required by the EPA-approved Alternate Monitoring Plan (AMP) for Control Device ID No. ED-04, the City of High Point must perform quarterly inlet/outlet mercury (Hg) emissions testing. The quarterly testing will occur tentatively in September 2023, December 2023, March 2024 and June 2024.

The emissions test will be conducted using the EPA methodologies listed in the following table:

Parameter	Method(s)	Duration
Gas Velocity and Volume Flow Rates	1 & 2	as required
Oxygen (O ₂)/Carbon Dioxide (CO ₂)	3A	as required
Moisture Content	4	as required
Hg	30B	3 two-hour runs

All test results will be submitted to the City within 30 days after completion of the tests. All results will be reported in accordance with the guidelines required by the EPA. After the City has reviewed the results and addressed any concerns, a draft report will be prepared and submitted to the City for review. A final report will be submitted to the City within 45 days after completion of the tests. GEL will provide two bound copies and one electronic copy (PDF).

COST ESTIMATE

The cost not to exceed fee to assist the City with performing the scope of work outline above is as follows:

Task No.	Description	Cost
1	Assistance with Environmental Compliance Reporting and General On-Call Services	\$23,650
2	Assistance with Environmental Compliance Reporting – Frank L. Ward Water Treatment Plant and Westside Wastewater Treatment Plant	\$500
3	Conduct Compliance Emissions Testing of the FBI	\$49,540
4	Prepare Air Permit Application to Revise Operating Parameter Limits	\$5,270
5	Perform Quarterly Compliance Mercury Emissions Testing of Control Device ID No. CD-04	\$64,000
Total		\$142,960

All fees will be billed on a time and materials basis using GEL's standard billing rates. The cost not to exceed estimate will not be exceeded without prior authorization from the City.

Mr. Derrick Boone

July 25, 2023

Page 7

CLOSURE

In providing you with these services, it is our desire to meet your needs. If specific items detailed in the above proposal do not adequately address your needs, the scope of work can be modified accordingly.

Thank you for the opportunity to be of service. If this proposal meets your approval, please issue a supplemental agreement to the existing contract. If you have any questions concerning this proposal or need information on other services offered by GEL, please call me at (919) 323-8830 or by email at keith.mccullock@gel.com.

Sincerely,

A handwritten signature in black ink that reads "Keith D. McCulloch". The signature is written in a cursive, slightly slanted style.

Keith D. McCulloch, P.E.
Director

fc: hipt00423_prop_072523

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR SALE OF CITY PROPERTY
LOCATED AT 807 WISE AVENUE, HIGH POINT, NC**

WHEREAS, The City of High Point ("City") owns a vacant lot located at 807 Wise Avenue consisting of approximately 4,292 square feet (0.10 acre) in size and more particularly described as Guilford County Tax Parcel 174051 ("Property"); and

WHEREAS, North Carolina General Statute §160A-269 permits the City to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, HS.1 Properties, LLC has offered a bid of ten thousand dollars (\$10,000.00) for the Property and paid the amount of five hundred dollars (\$500.00), the required five percent (5%) deposit on his offer.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of High Point, North Carolina:

1. Authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute §160A-269.
2. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property, the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the City Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a ten (10) day notice period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first one thousand dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.
6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will credit the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

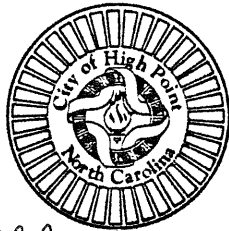
- the City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed; and
- the buyer must pay balance with cash, cashier's check, or certified check at the time of closing.

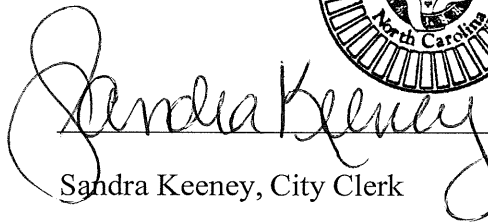
8. The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the property to HS.1 Properties, LLC.

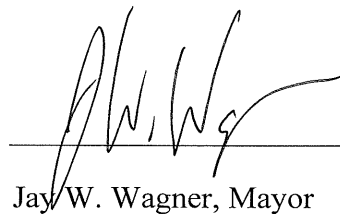
Adopted this the 7th day of August 2023.

ATTEST:




Sandra Keeney, City Clerk

CITY OF HIGH POINT


Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract to Construct Homes for the Cedrow Affordable Housing Project

From: Thanena S. Wilson, Community Development
and Housing Director

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date:
Advertised By: N/A

Attachments: Site Plan
Resolution Approving Conveyance

PURPOSE:

The Community Development and Housing Department proposes to execute a contract with Community Housing Solutions (CHS) in the amount of \$212,294 in gap financing to construct three affordable homes in the Cedrow Affordable Housing Project. Construction of 508, 510, and 512 Rolling Green Drive will begin upon contract execution and conveyance of the lots.

BACKGROUND:

CHS has been a Community Housing Development Organization (CHDO) with the City of High Point since 2015. Since that time, they have constructed and sold 14 homes in the Southside and Cedrow communities.

A CHDO is a private nonprofit, community-based service organization whose primary purpose is to provide and develop decent, safe, and affordable housing for the community it serves. CHS has met HUD requirements for designation as a CHDO based on their mission, housing development experience, and governing board composition, and has therefore been certified by the department. In addition to meeting CHDO requirements, CHS has demonstrated the organizational capacity and willingness to be a valued partner to the City of High Point as we work together to build much needed affordable housing in our community.

BUDGET IMPACT:

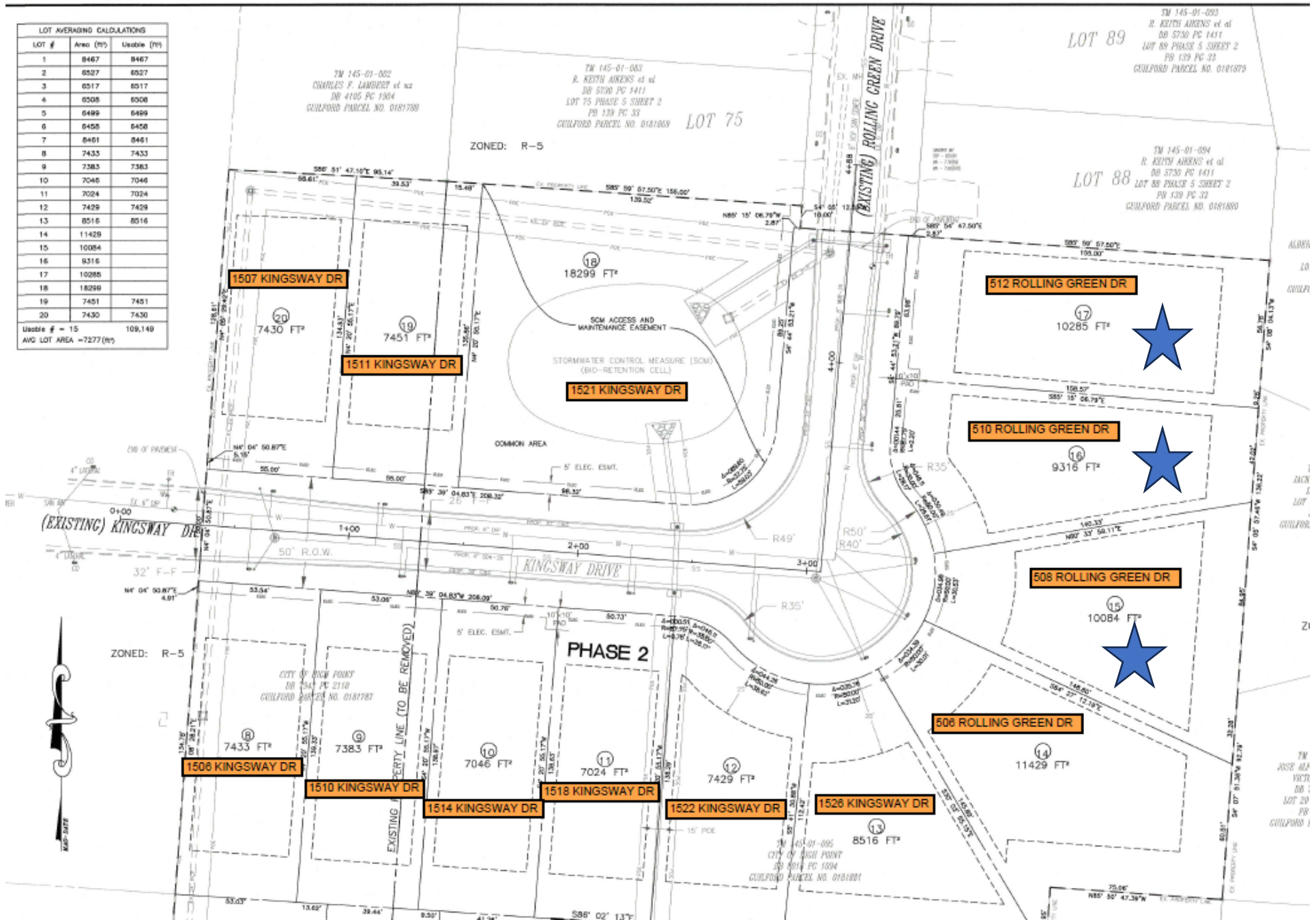
The funding source for this project will be federal HOME funds and there are sufficient funds in the FY2023-24 budget.

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the contract, the resolution of conveyance, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

CEDROW DRIVE PROJECT

LOT AVERAGING CALCULATIONS		
LOT #	Area (sq)	Usable (sq)
1	8467	8467
2	6527	6527
3	6517	6517
4	6508	6508
5	6499	6499
6	6458	6458
7	8461	8461
8	7433	7433
9	7383	7383
10	7046	7046
11	7024	7024
12	7429	7429
13	8516	8516
14	11428	
15	10084	
16	9316	
17	10285	
18	18296	
19	7451	7451
20	7430	7430
Usable # = 15		109,149
AVG LOT AREA = 7277 (sq)		



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land recorded in Plat Book 202, Pages 148-149, recorded in the Guilford County Register of deeds, which contains the following properties: 508 Rolling Green Drive, 510 Rolling Green Drive, and 512 Rolling Green Drive, High Point, NC (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved execution of a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in the City of High Point by conveying the above-described Property to Community Housing Solutions of Guilford, Inc.

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 508 Rolling Green Drive, 510 Rolling Green Drive, and 512 Rolling Green Drive in the City of High Point, and more particularly described in Plat Book 202, Pages 148-149 of the Guilford County Registry.

2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the ____ day of _____ 2023.

CITY OF HIGH POINT

By: _____

Jay W. Wagner, Mayor

Attested to:

Sandra R. Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Green Drive Stormwater Infrastructure Improvements – Preparation of an Environmental Report and Environmental Information Document

From: Robby Stone – Public Services Director
Melinda King – Asst. Public Services Director

Meeting Date: August 7, 2023

Advertising Date: RFQ

Public Hearing: No

Advertised By: N/A

Attachments: Request for Qualifications (RFQ)

PURPOSE: To request approval to enter into a contract with Alta Planning + Design, Inc. to provide services necessary for the preparation of an engineering report and environmental information document (ER/EID) in accordance with guidance from the North Carolina Department of Environmental Quality (NC DEQ) Division of Water Infrastructure (DWI).

BACKGROUND: The State Water Infrastructure Authority (SWIA) approved the City's application for a Local Assistance for Stormwater Infrastructure Investments (LASII) grant from the American Rescue Plan Act (ARPA) for a Stormwater Construction Grant. The project will be an innovative redevelopment of a key city arterial. The project proposes to design and install new Green Stormwater Infrastructure (GSI) systems along a ¾-mile stretch of W. Green Drive that arcs along the southwest side of downtown, near the headwaters of the drainage area into the impaired Richland Creek watershed. The project area extends in an arc from the intersection of West Green Drive with Main Street, towards the southwest at West Green Drive's intersection with Taylor Avenue for a length of approximately ¾-mile.

Public Services solicited providers for this work. Proposals were received and evaluated by multiple staff. Alta Planning + Design, Inc. was deemed the best qualified for this project scope.

The final report is due to the city by October 15, 2023, with a submittal to NC DEQ DWI no later than November 1, 2023.

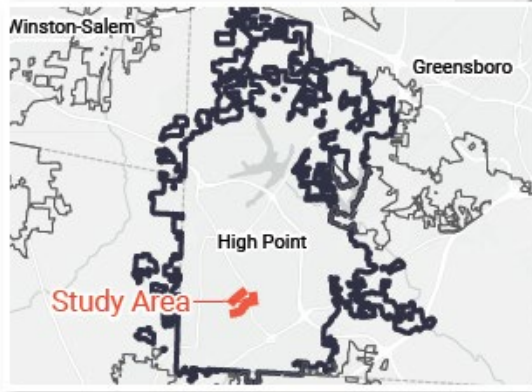
BUDGET IMPACT: This project is supported by a Federal Grant in the amount of \$5,000,000.00. There are no local budget impacts. The costs associated with the ER/EID are not to exceed \$45,000.00.

RECOMMENDATION / ACTION REQUESTED: The Public Services Department is recommending that Council authorize the appropriate City Official(s) to execute all necessary documents for a contract with Alta Planning + Design, Inc. for the ER/EID for the not to exceed amount of \$45,000.00.

Study Area Map

Legend

- Study Area**
Municipal Boundaries
High Point
all other municipalities





REQUEST FOR QUALIFICATIONS

ENGINEERING SERVICES TO PREPARE AN ENGINEERING REPORT/ENVIRONMENTAL INFORMATION DOCUMENT

June 16, 2023

Proposal Due Date: July 19, 2023
and time: 2:00 PM (EDT)

RFQ Number: 05-071923

Purchasing Contact: Candy Harmon, Purchasing Manager
E-mail: candy.harmon@highpointnc.gov
Phone: 336-883-3222

Virtual Pre-Proposal Conference: June 21, 2023 @ 10:00 AM

Microsoft Teams meeting
**Join on your computer, mobile app or
room device**

[Click here to join the meeting](#)

Meeting ID: 229 786 950 963

Passcode: Q2qrQp

[Download Teams](#) | [Join on the web](#)

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY IN ORDER TO PARTICIPATE IN THE PROCUREMENT, PLEASE CONTACT PURCHASING AS SOON AS POSSIBLE

Contact: Candy Harmon (336) 883-3222

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES TO PREPARE AN ENGINEERING REPORT/ENVIRONMENTAL INFORMATION DOCUMENT

Summary

The City of High Point (City) seeks proposals from qualified engineering firms to provide an Engineering Report/Environmental Information Document (ER/EID) as part of the High Point W. Green Drive Stormwater Infrastructure Improvements project. Services include preparing the ER/EID in accordance with guidance from the North Carolina Department of Environmental Quality (NC DEQ) Division of Water Infrastructure (the Division), as well as applicable federal and state guidance for ARPA funds.

Background Information

The State Water Infrastructure Authority (SWIA) approved the City's application for a Local Assistance for Stormwater Infrastructure Investments (LASII) grant from the American Rescue Plan Act (ARPA) for a Stormwater Construction Grant. The project will be an innovative redevelopment of a key city arterial. The project proposes to design and install new Green Stormwater Infrastructure (GSI) systems along a 3/4-mile stretch of W. Green Drive that arcs along the southwest side of downtown, near the headwaters of the drainage area into the impaired Richland Creek watershed. The project area extends in an arc from the intersection of West Green Drive with Main Street, towards the southwest at West Green Drive's intersection with Taylor Avenue for a length of approximately 3/4-mile.

The GSI practices will reduce, redirect, infiltrate and treat stormwater runoff. The project will be the critical tool to bring stormwater sewers in the neighborhood closer to current standards, reducing flooding in city streets, and targeting non-point stream impairment at its most critical location, the headwaters of Richland Creek.

The project needs to be planned and designed in accordance with the most innovative guidance for GSI infrastructure from the North Carolina Department of Environmental Quality (NCDEQ), the Environmental Protection Agency (EPA), Federal Emergency Management Agency (FEMA), and municipal GSI innovators from across the country.

Scope of Services

The W. Green Drive Green Stormwater Infrastructure (GSI) project will implement a series of stormwater control measures (SCMs) tree trenches along both sides of the drive, from Main St to Taylor Ave - a length of approximately 3/4-mile along 8 city blocks, as well as some adjoining blocks. The project area corresponds to some of the highest elevation areas along the headwaters of Richland Creek, as well as an area where available public streets, public rights-of-way, and vacant land provide the highest opportunity to implement measures to reduce impervious area and capture non-point source stormwater runoff. The project area is not currently being disturbed by any major public, roadway or private development projects, however there are areas of distressed infrastructure assets that already or will soon need repair.

The neighborhood-scale system needs to reproduce the nature-based pre-development patterns of the area, reducing the volume and pollutant loads of the headwaters of Richland Creek. The GSI needs to reduce the flashiness and flooding impacts as currently occurs due to increasing number and intensity of storm events.

The project needs to meet the following types of NC Land and Water Fund Innovative Stormwater Program Manual practices and achieve 84% to 94% pollutant loading reductions:

Reduce runoff volume & rates	Pollutant removal
Promote infiltration & recharging of groundwater	Effectiveness or efficiency
Sustainably maintain or improve qualitative & quantitative hydrologic characteristics	Mimic mechanisms of natural systems
Address aesthetics (appearance, insects, odors)	Collaborating in new or different ways to protect water quality
Changing attitudes, values or behaviors	

The ER/EID must be developed using [the guidance found on the NC DEQ website](#). The State Environmental Policy Act exempts projects funded by the State Reserve from state-mandated environmental review. Federal requirements may still apply. NC DEQ has also issued [guidance on ARPA-funded projects and engineering services procurement](#).

The Division of Water Infrastructure (Division) requires the Engineering Report to be submitted by November 1, 2023. Failure to meet any milestone may result in the forfeiture of ARPA funding for the proposed project.

Consultant/Contractor Selection

- A) General:** This request for qualifications does not commit the City to enter into agreement, to pay any costs incurred in the preparation and submittal of a proposal in response to this request or in subsequent interviews and negotiations, or to procure a contract for the project. The City will require the selected consultant(s) to negotiate the fees for the project and to submit a scope, technical and/or other revisions to the proposals, as needed. The City reserves the right to perform all or some of the services described in this document with its own work force. The City also reserves the right to issue future Requests for Qualifications (RFQs), as needed, and solicit responses from firms not selected as part of this process.
- B) Qualifications-Based Selection Criteria:** RFQs are traditionally evaluated and ranked based upon objective qualifications-based criteria. However, due to the complexity and importance of this project, the City will select a short list of consultants for interviews prior to making a final selection. The selection criteria are as follows:

- a) Overall content and quality of the submitted RFQ
 - b) Relevant experience, expertise, and qualifications of the project team
 - c) Overall technical capabilities
 - d) Project management (strength and experience on similar projects)
 - e) Track record on past projects in delivering quality professional services in a timely manner
 - f) Consultant's performance on previous North Carolina municipal projects based on information gathered by the City and/or through the references provided by the Consultant
 - g) Demonstrated commitment to the City's M/WBE Program for professional services either directly through Historically Underutilized Business certification or indirectly through sub-consultant partnering with a HUB firm and/or demonstrated commitment to the City's DBE Program for professional services either directly through Disadvantaged Business Enterprise certification or indirectly through sub-consultant partnering with a DBE firm. To receive full consideration under this criteria, include recent project(s) and the participation percent awarded to HUB certified firms or DBE certified firms.
 - h) Firm's proximity to the city and knowledge of issues from previous work for the City
 - i) Any special or unusual terms and conditions for the contract
 - j) Information obtained through interviews with short-listed consultants
- C) Rating and Selection Team:** A selection committee has been established to review and evaluate all documentation submitted in response to this Request for Qualifications. The committee will conduct a preliminary evaluation of all documentation to determine that firms are qualified to perform the required services.
- D)** To be considered for this project, each submittal must contain the information indicated in this RFQ. It is the intent of the City of High Point to make a selection in a timely manner following the submittal date. The City of High Point reserves the right to reject any or all qualifications or to waive any and all formalities and the right to disregard all non-conforming or conditional qualifications and to enter into a contract with the firm or firms that will serve in the best interest of the City of High Point. The City is not legally required to enter into a contract as a result of this Request for Qualifications. All deliverables will become the property of the City of High Point.
- E)** Interviews may be required for this process. The selection committee may elect to short list firms to conduct an informal interview to discuss any innovative project approach, schedule, and/or to meet key members of the proposed project team. All firms submitting qualifications will be notified in writing as to the outcome of the selection process.

Schedule for The Selection Process

RFQ Issue Date	June 16, 2023
Virtual Pre-Proposal Conference:	June 21, 2023 at 10:00 AM Microsoft Teams meeting Join on your computer, mobile app or room device Click here to join the meeting Meeting ID: 229 786 950 963 Passcode: Q2qrQp Download Teams Join on the web
Questions Due to Purchasing	June 27, 2023 by 2:00 PM
Responses Provided	July 5, 2023 by 4:00PM
RFQ Submittal Due Date	July 19, 2023, by 2:00PM
Council Date	August 7, 2023
Contract Begins	August 8, 2023 Or ASAP contract is executed
Engineering Report (ER) due to City	October 15, 2023
City submits ER to NC DWI	No later than November 1, 2023

Submission Guidelines

To facilitate the City's objective review of the RFQs, the consultants are requested to organize the main document using a standardized format. Each RFQ should contain the following:

- A) A cover letter on company letterhead signed by a principal or other member of the firm authorized to commit the firm to contract for professional services.
- B) Table of contents, with page numbers
- C) Information on the following topics:
 - a) **Executive Summary:** Should address the highlights of the RFQ, along with the strengths and special expertise of the firm and the associated team to successfully accomplish the objectives of the City. Please limit the executive summary to one page.
 - b) **Statement of Qualifications:** Identify and describe the qualifications of the firm and professional services that may be provided by the consultant or consultant team in response to this request. Also include information on any proposed sub-consultants. Note which team members were involved in referenced projects and the time period involved in referenced, completed or current projects. Also highlight any projects performed for the City of High Point during the past 5 years.

- c) **Project Team & Project Management:** Identify the proposed project team (including any sub consultants) and key personnel for the successful completion of projects in partnership with the City. Include brief resumes of the project manager and up to four (4) project team members including office location, years of experience, certifications, and education. Identify the project manager or primary contact and any other team leaders proposed, and briefly describe how projects will be successfully managed. It is expected that the team members proposed in the RFQ will be those assigned to work on the project for the City. Also describe the firm's quality assurance / quality control methods.
- d) **Project Schedule:** Describe the planned and envisioned workload of the proposed team members for the timeframe of this contract and verify that proposed staff will be prepared for timely completion of projects under a potential contractual agreement with the City.
- e) **Terms and Conditions of the Contract:** The City proposes to use a standard City of High Point contract for professional services. This information will be provided to the selected consultant(s) during contract and scope negotiations. Should the consultant have any special or unusual contract conditions or limitations, the City should be advised of these in this section of the RFQ. Also note your understanding of and commitment to the City's M/WBE program.
- f) **References:** Project reference list describing at least four (4) projects completed within the past five years that represent the strengths and unique qualifications of the firm or team. The list should contain project titles, locations, start and end dates, name of project managers, and name, phone number, and email address of references. The contact person should be capable of speaking to the firm's and team's ability to finish projects within the project timeframe and the firm's demonstrated ability to respond to the proposed project.
- g) **Format:** RFQs must be submitted electronically and be 12pt font size and limited to **no more than 20 pages** (8 ½ x 11) excluding the cover page, cover letter, table of contents, and any section dividers. The proposal shall be submitted by an official authorized to bind the submitter to its provisions and who is authorized to negotiate the final scope of work and fees for inclusion in a later Supplemental Professional Services Agreement with the City.
- h) **Questions:** Any questions regarding this RFQ requiring responses prior to due date are to be submitted in writing by no later than **Tuesday, June 27, 2023, by 2:00 PM** to the attention of:

Candy Harmon candy.harmon@highpointnc.gov

Responses will be provided via Addendum by **Tuesday, July 5, 2023, by 4:00 PM**

General Requirements

- a) If selected, the consultant(s) shall be registered through the NC Department of the Secretary of State and the City of High Point.
- b) Insurance Requirements: Proposals shall include information certifying that the consulting firm is capable of providing the following minimum insurance coverage prior to execution of a professional services agreement. **A copy of firm's Certificate of Insurance (COI) will be required at the time of selection. A copy may be provided along with submittal.**

c)	<u>Insurance</u>	<u>Amount</u>
	(a) Workers' Compensation	\$500,000
	(b) Employers' Liability	\$500,000
	(c) General Liability	\$1,000,000
	(d) Automobile Liability	\$1,000,000
	(e) Umbrella	\$1,000,000
	(f) Professional Liability	\$1,000,000

- d) E-Verify Affidavit

Under North Carolina law, the E-Verify requirement applies to private employers doing business in this state that have 25 or more employees working in this state. If contractors are individuals who are self-employed (i.e., one employee), or with a business with less than 25 employees, that individual/business is not subject to the E-Verify requirements.

It is the City's responsibility to comply with E-Verify, the successful bidder/consultant will be required to submit the completed E-Verify affidavit at execution of this contract.

Submission Date

Firms are invited to submit letters of interest and qualifications to the City of High Point Purchasing Department by **2:00 P.M. on Wednesday, July 19, 2023.** Letters of interest and qualifications submitted after this deadline will not be considered.

Electronic Submittals

Only electronic submittals will be accepted, and firms shall submit one electronic (PDF) version of the proposal.

Firms submitting proposals are encouraged to carefully check them for conformance to the requirements stated above. If submittals do not meet these requirements, they will be disqualified. **No exception will be granted.** Submittals shall be provided to Candy Harmon candy.harmon@highpointnc.gov

STATE OF NORTH CAROLINA
CITY OF HIGH POINT
E-VERIFY AFFIDAVIT

I, _____ (the individual attesting below), being duly authorized by and on behalf of
_____ (the entity bidding on project hereinafter "Employer") after first being duly
sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).
3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
 - a. YES _____, or
 - b. NO _____
4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This ____ day of _____, 20__.

Signature of Affiant
Print or Type Name: _____

State of _____ County of _____

Signed and sworn to (or affirmed) before me, this the ____

day of _____, 20__.

My Commission Expires:

Notary Public

(Affix Official/Notarial Seal)

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land recorded in Plat Book 16, Page 73, recorded in the Guilford County Register of deeds, which contains the following properties: 705 Tryon Avenue and 707 Tryon Avenue, High Point, NC (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved execution of a contract with Habitat for Humanity of High Point, Archdale & Trinity to construct affordable housing in the City of High Point by conveying the above-described Property to Community Housing Solutions of Guilford, Inc.

**THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT
RESOLVES THAT:**

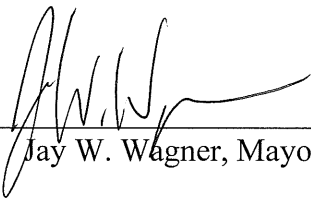
1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 705 Tryon Avenue and 707 Tryon Avenue in the City of High Point, and more particularly described in Plat Book 16, Page 73 of the Guilford County Registry.

2. The consideration of the conveyance is Habitat for Humanity of High Point, Archdale & Trinity’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

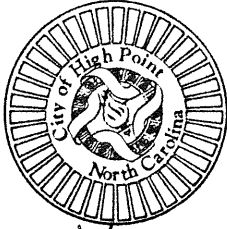
3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the 7th day of August 2023.

CITY OF HIGH POINT

By: _____
Jay W. Wagner, Mayor

Attested to:



_____
Sandra R. Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Contract Award, Washington Street Realignment (ENG-2023-004)

From: Trevor Spencer, Engineering Services

Public Hearing: N/A

Attachments: N/A

Meeting Date:

August 7, 2023

Advertising Date:

May 31, 2023

Advertised By:

Purchasing Division

PURPOSE:

The Engineering Services Department recommends City Council to approve contract award for the Washington Street Realignment project to Baker Underground, Inc. This is a general obligation bond project that was voter approved in November 2019. The purpose of the project is safety driven, as the roadway will be shifted away from the top of a failing embankment adjacent to the railroad. After the City's roadway project is completed, the railroad will follow with their own embankment stabilization project. The Washington Street Realignment project will include new travel lanes, sidewalk, curb and gutter, a pedestrian crossing, guardrail, and replacement of water, sewer, and stormwater utilities.

BACKGROUND:

On July 12, 2023 the City received bids for contract ENG-2023-004 from the following responsive bidders:

\$2,991,540.00	Baker Underground, Inc.
\$3,289,957.25	Atlantic Contracting Co., Inc
\$3,347,039.00	P&S Grading, LLC
\$3,436,386.50	Kwest Group, LLC.
\$3,591,511.50	Triangle Grading, Inc
\$3,715,168.35	Yates Construction Co. Inc.

The contract time for this project to be completed is 240 calendar days, and is available to commence upon a Notice to Proceed.

BUDGET IMPACT:

Funding is available in the FY 2023-2024 budget.

RECOMMENDATION / ACTION REQUESTED:

The Engineering Services Department recommends approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the contract to Baker Underground, Inc. in the amount of \$2,991,540.00.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ENGINEERING SERVICES**

COUNCIL AGENDA DATE: **August 7, 2023**

BID NO. **01-071223** CONTRACT NO.: **ENG2023-004** DATE OPENED: **July 12, 2023**

DESCRIPTION:
Washington Street Realignment

PURPOSE:
The Engineering Services Department recommends approval of contract 2023-004 for the Washington St. Realignment project. This includes mobilization, clearing, grading, installing public utilities, curb and gutter, sidewalk, paving and striping the new road.

COMMENTS:
**The City received six responsive bidders:
Baker Underground \$2,991,540.00 P&S Grading \$3,347,039.00
Kwest Group, LLC \$3,436,386.50 Atlantic Contracting Co. Inc. \$3,289,957.25
Yates Construction Co. \$3,715,168.35 Triangle Grading and Paving \$3,591,511.50**

RECOMMEND AWARD TO: **Baker Underground, Inc.** AMOUNT: **\$2,991,540.00**

JUSTIFICATION:
Lowest responsive bidder is Baker Underground, Inc. \$2,991,540.00

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGO	BUDGETED AMOUNT
411610	533701	411201010805	40202	\$2,991,540.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:: DATE:

The Purchasing Division concurs with recommendation submitted by the **ENGINEERING SVC DEPT and recommends award to the lowest responsible, responsive bidder **Baker Underground, Inc.** in the amount of **\$2,991,540.00****

PURCHASING MANAGER: DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: DATE:

CITY MANAGER: DATE:

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution to Sale of City Owned Property – 807 Wise Ave.

From: Kim Thore, Right of Way Coordinator

Meeting Date: Monday, August 7, 2023

Public Hearing: Not Required

Advertising Date: N/A

Advertised By: N/A

Attachments: Resolution & Map

Purpose/Background:

HS.1 Properties, LLC has offered a bid of \$10,000 for a city-owned vacant lot at 807 Wise Avenue (“Property”) consisting of approximately 4,292 square feet (0.10 acre) in size and identified as Guilford County tax parcel 174051.

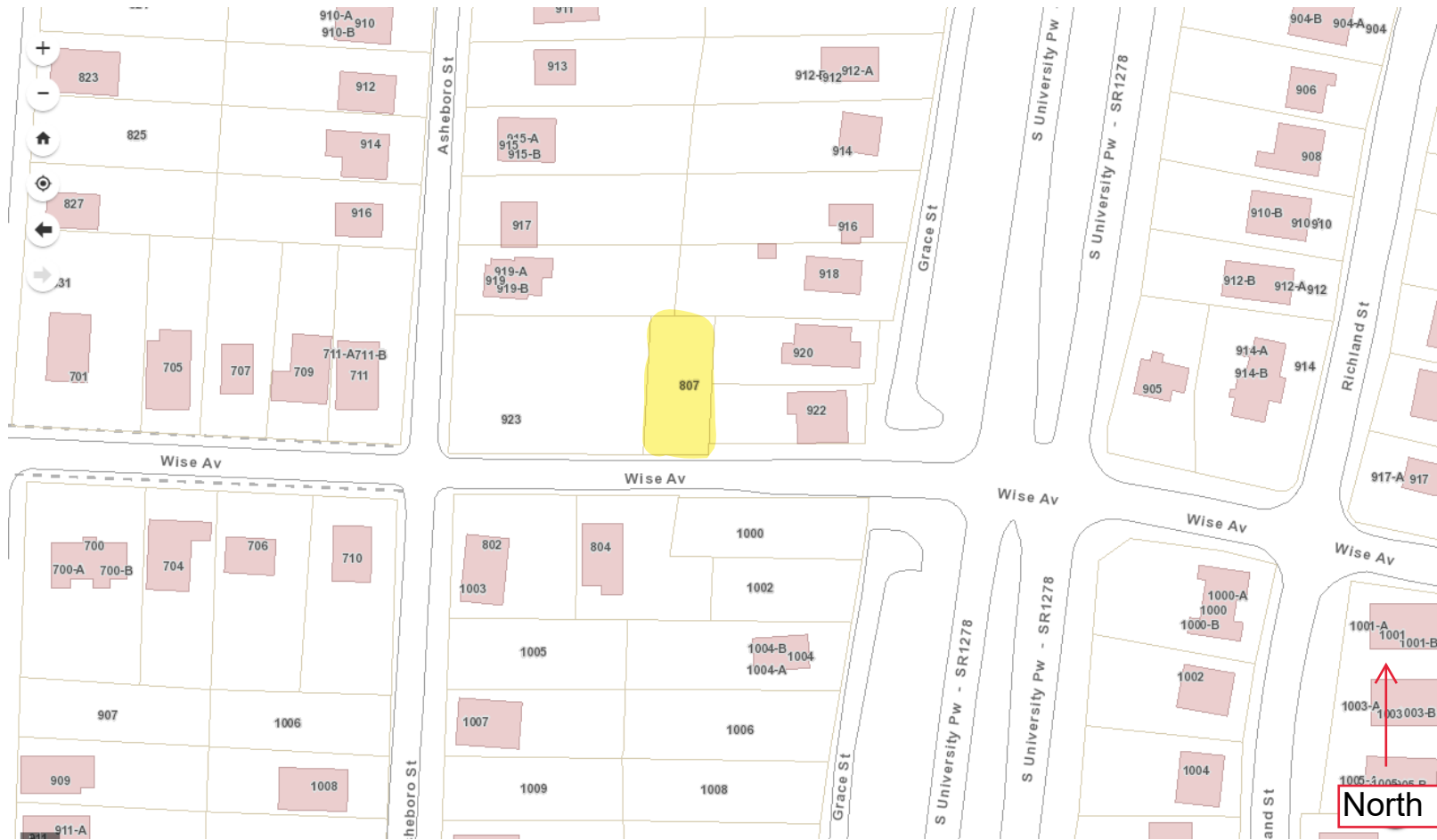
Budget Impact:

N/A

Recommendation/Action Requested:

Council is requested to adopt a resolution accepting the offer of \$10,000 and authorizing the sale of the Property through the upset bid procedure of N.C.G.S. §160A-269 and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. §160A-269.

Sale of City Property - 807 Wise Ave.



**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR SALE OF CITY PROPERTY
LOCATED AT 807 WISE AVENUE, HIGH POINT, NC**

WHEREAS, The City of High Point (“City”) owns a vacant lot located at 807 Wise Avenue consisting of approximately 4,292 square feet (0.10 acre) in size and more particularly described as Guilford County Tax Parcel 174051 (“Property”); and

WHEREAS, North Carolina General Statute §160A-269 permits the City to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, HS.1 Properties, LLC has offered a bid of ten thousand dollars (\$10,000.00) for the Property and paid the amount of five hundred dollars (\$500.00), the required five percent (5%) deposit on his offer.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of High Point, North Carolina:

1. Authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute §160A-269.

2. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the property, the amount of the offer, and shall state the terms under which the offer may be upset.

3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the City Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

4. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a ten (10) day notice period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first one thousand dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier’s check, or certified check. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will credit the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

- the City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed; and
- the buyer must pay balance with cash, cashier's check, or certified check at the time of closing.

8. The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the property to HS.1 Properties, LLC.

Adopted this the 7th day of August 2023.

ATTEST:

CITY OF HIGH POINT

Sandra Keeney, City Clerk

Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Ford F550 Diamond Back 8 Yd body

From: Kevin Rogers, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendations
Vendor Quote

Meeting Date: August 7, 2023

Advertising Date / N/A

Advertised By: N/A

PURPOSE:

The Environmental Services Division is currently using Isuzu trucks with rear packer bodies that are in need of replacement due to age and condition. The trucks have over 130,000 miles each. Using the North Carolina Sheriffs Association Bid# 22-06-0426R a 2023 Ford F550 with DiamondBack 8 Yard body is being recommended for council approval.

BACKGROUND:

The Environmental Services Division is currently using Isuzu trucks with rear packer bodies with over 130,000 miles on them. The trucks have reached the end of their useful life due to condition and escalating repair costs. Amick Equipment Company has the Ford F550 with DiamondBack 8 Yard body that will continue to meet their needs. The price of \$141,230.93 is for the truck, body, operator training, and delivery. The total cost for two (2) is \$282,461.86. The delivery time is 365 days.

BUDGET IMPACT:

Funds are available in the 2023-24 budget.

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing two (2) Ford F550 trucks with DiamondBack 8 Yard body from Amick Equipment Company. Recommendation also includes declaring the old trucks as surplus and disposing through the online auction process.





For NCSA Contract Purchases:
 Please send P.O. to Amick & NCSA including:
 Contract #, Spec #, Contact Info, & Fed. Tax ID #
 NCSA: kmitman@ncsheriffs.net
[LINK: NCSA Terms & Conditions](#)

CONTRACT #
22-06-0426R
SPECIFICATION #
3816

END USER: HIGH POINT
 KEVIN ROGERS
 BODY INSTALL NEW WAY TRUCKS - IA,
 LOCATION: 101 STATE ST., SCRANTON, IA 51462

Description		Itemized Contract Price
MODEL:	NEW WAY DIAMINDBACK	\$ 64,920.00
BODY SIZE:	8 YARD	
BODY PAINT:	WHITE	
BODY WARRANTY:	STANDARD MFG. WARRANTY.	
STANDARD EQUIPMENT INCLUDED		
ALL LED BODY LIGHTS INCLUDING REVERSE AND LICENSE PLATE ARE STANDARD		
SAFETY SHUT DOWN CURBSIDE		
DRIVER ALERT BUZZER CURBSIDE		
INTERLOCK ON FRONT ACCESS DOOR		
5.6" COLOR FLAT SCREEN MONITOR WITH AUDIO		
ZINC PLATED HYDRAULIC TUBES		
QUICK CONNECT PRESSURE PORT AT FRONT VALVE		
REAR FENDERS - POLY BLACK		
SLIDE CYLINDER ROD COVERS		
1-YEAR HYDRAULIC WARRANTY		
2-YEAR CYLINDER WARRANTY		
1-YEAR BODY WARRANTY		
OPTIONAL UPGRADES AND ACCESSORIES INCLUDED		
	EXTRA VALVE SECTION FOR CART TIPPER	\$ 823.63
	ADD HYDRAULIC TUBING TO TAILGATE CURBSIDE FOR TIPPER INSTALL	\$ 222.53
	HOPPER FLOOR AND BACK 1/4" 100K	\$ 695.03
	SHOVEL AND BROOM RACK CURBSIDE BODY SIDE	\$ 261.54
	EXTENDED LOADSILL AND MOUNTING SUPPORT FOR TIPPER	\$ 981.13
	ACRYLIC URETHANE PAINT WHITE TO MATCH CAB	Included
	LED WORK LIGHTS MOUNTED INSIDE UPPER TAILGATE SHINNING IN HOPPER	\$ 325.11
	LED MID BODY BACKUP LIGHTS	\$ 473.94
	STROBE LIGHT PACKAGE INTEGRATED STROBE SYSTEM UPPER TAILGATE	\$ 653.12
	NYLON SLEEVES ON HYDRAULIC HOSES	\$ 433.49
	COMPLETE FACTORY MOUNT	included
	AUTO TRANS HOT SHIFT PTO WITH OVERSPEED PROTECTION	included
	DRIVE ALERT BUZZER AND SAFETY SHUTDOWN STREET SIDE	\$ 328.06
	QUICK DISCONNECT PRESSURE GAUGE	\$ 128.60
	STROBE LIGHT PACKAGE INTEGRATED STROBE SYSTEM LOWER TAILGATE	\$ 653.12
LOCAL OPTIONS INCLUDED		
	BARKER TIPPER BPHBP27-5541 (PN BU18441)	\$ 3,500.00
	INSTALL TIPPER AND HYDRAULICS	\$ 1,200.00
DEALER SERVICES INCLUDED		
	FREIGHT TO AMICK EQUIPMENT	
	BODY PDI	
	AECI MOBILE ON-SITE WARRANTY PKG., 12 MO.	
	ON-SITE TRAINING - PROVIDED BY REQUEST	
DELIVERY OPTION INCLUDED:		
	AECI DELIVERS TO CHASSIS DEALER FOR PDI.	
COMMENTS:	<i>Pricing Volatility Disclaimer - Pricing is subject to further increases, as announced by manufacturers. In such an event, customers will be notified of increases and given the option to continue the order with updated pricing, or cancel the order without penalty. We are doing our best to forecast pricing but aren't always able to control pricing stability in this market. We sincerely appreciate your patience.</i>	

Subtotal:	\$	75,599.31
Contract Discount - Options / Accessories:	\$	(640.76)
Additional Discount:	\$	(1,727.62)
Subtotal:	\$	73,230.93

Chassis Description

MODEL:	2023 FORD F 550	\$	68,000.00
GVWR:	19000 LBS		
CA/CT Required:	108" CA, 70" after frame?		
ENG & TRAN:	FORD 6.7 LITER POWERSTROKE DIESEL / FORD 10 SPEED AUTOMATIC		
PAINT:	WHITE		
VIN:	36497, 36498		
COMMENTS:	SEE CHASSIS SPECIFICATIONS FOR COMPLETE DETAILS.		
NCSA Spec #	sourced non-contract chassis		

Chassis Subtotal: \$ 68,000.00

Unit Subtotal: \$ 141,230.93

Tax - Federal Excise - 12%: N/A

Tax - Motor Vehicle (SC IMF / NC HUT): AEI will not collect

Unit Purchase Price: \$ 141,230.93

Quantity: 2

Extended Purchase Price: \$ 282,461.86

Balance Due Upon Delivery: \$ 282,461.86

Std. Payment Terms: Net 30
Completion ETA: 1/12/24 Scheduled Completion Date
Please Note: ETAs are based on current schedules and are subject to change.

QUOTED BY: Cameron Low
DATE: 7/17/2023
VALID UNTIL: 8/16/2023

ORDER CONFIRMATION

SIGNATURE DATE

Double click beside X to digitally sign. Signature indicates a commitment to purchase equipment as described above.
Please clearly identify any additional options you wish to order.

ADDITIONAL OPTIONS: Prices shown in "additional options available" section are not included in the "Total" price and do not include taxes.
TAXES: Unless itemized above, prices do not include local, state or federal taxes.
MOTOR VEHICLE TAXES: AEI no longer collects SC "IMF" or NC "Highway Use Tax". Either the chassis dealer or the DMV will collect motor vehicle tax/fees when registering vehicle.
PAYMENT TERMS: Payment is due PRIOR to delivery. When ample credit has been extended to customer, payment is due within 30 Days of invoice.
TITLEWORK / MCO: Allow 5-10 business days after receipt of payment to process Title or Manufacturer's Certificate of Origin (MCO).
QUOTE EXPIRATION: Pricing is honored for 30 days from date quoted, barring extenuating circumstances such as, but not limited to, volatile markets, factory price increases, etc. AEI makes every effort to give as much notice as possible in such instances.
DELIVERY ESTIMATES: ETA's are based on production schedules at the time of quote and are subject to changes in truck or body production schedules as well other factors such as transportation delays, etc.
WEIGHT RESTRICTIONS: Operating overweight equipment can result in fines, damage to equipment or injury to operators. AEI makes every effort to quote equipment meeting local, state & federal weight regulations. Nevertheless, it is up to the end user to familiarize themselves with all applicable weight laws and avoid exceeding legal weight limits, regardless of truck's GVWR.
CHASSIS DEALERS: Please ensure chassis specs meet body manufacturer's minimum requirements, which are supplied upon request. Deviations may result in additional charges, for which the truck dealer will be responsible.
CHASSIS DEALER PAYMENT TERMS: Payment term begins when truck is delivered to customer or truck dealer for PDI, whichever is first. Payments received later than 15 DAYS are subject to penalty of 5% APR, calculated on a daily basis. ANY EXCEPTIONS must be agreed to writing prior to order.
COOPERATIVE PURCHASING CONTRACTS: Cooperative purchasing contract such as NCSA, Sourcewell, etc. are a tool which satisfies the competitive bidding requirements for some municipalities. Amick Equipment (or its Body Manufacturer) are approved vendors on several contracts, authorized to offer awarded equipment according to each contract's terms and conditions. If a contract award included both body and chassis, then that contract clearly satisfies the bidding requirements for both body and chassis. Some of Amick's contracts were awarded for the body portion only. Upon request, Amick may offer a compatible chassis from another qualified contract holder or may offer a non-contract option.. Unless explicitly stated, customers shall not assume that any of the equipment quoted are being offered under a purchasing contract. It is up to the purchaser to determine whether purchasing any items - both explicitly listed on the contract or not, are permitted by their organization's purchasing guidelines.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Fleet Services

COUNCIL AGENDA DATE: August 7, 2023

BID NO.: NCSA CONTRACT NO.: 22-06-0426R DATE OPENED:

DESCRIPTION:

Quantity two (2) Ford F550 with DiamondBack 8 Yard bodies.

PURPOSE:

The Environmental Services Division is currently using Isuzu trucks with New Way bodies. The truck's have over 130,000 miles on them and are in need of replacement due to age/condition and escalating repair cost. Using the NCSA Contract# 22-06-0426R 2023 Ford F550 trucks with DiamondBack 8 Yard bodies are being recommended for council approval.

COMMENTS:

The price of \$141,230.93 is for the truck, body, operator training, and delivery. The total price for two (2) is \$282,461.86. Estimated delivery is 365 days.

RECOMMEND AWARD TO: Amick Equipment Company AMOUNT: \$282,461.86

JUSTIFICATION:

Using the bid allows the City of High Point to take advantage of the volume discount offered through the NCSA Contract.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$282,461.86
TOTAL BUDGETED AMOUNT				\$282,461.86

DEPARTMENT HEAD: KEVIN ROGERS Digitally signed by KEVIN ROGERS
Date: 2023.07.19 11:36:50 -04'00' DATE: 07/19/2023

The Purchasing Division concurs with recommendation submitted by the and recommends
award to the lowest responsible, responsive bidder in the amount of \$.

PURCHASING MANAGER: Candy E. Harmon Digitally signed by Candy E. Harmon
Date: 2023.07.19 16:31:54 -04'00' DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2023.07.20 08:59:22 -04'00' DATE: 7/20/23

CITY MANAGER: DATE:

CITY OF HIGH POINT

AGENDA ITEM



Title: Annual Fire Hydrant Contract - AMP Utility Distribution Services

From: Robby Stone – Public Services Director
Derrick Boone – Asst. Director Public Services

Meeting Date: August 7, 2023

Public Hearing: No

Advertising Date: June 16, 2023
Advertised By: Purchasing

Attachments: Attachment A – Bid Tabulation

PURPOSE:

For the procurement of fire hydrants for the Water and Sewer Mains Division of the Public Services Department.

BACKGROUND:

The Water and Sewer Mains Division purchases fire hydrants on an as needed basis to replace existing hydrants in the water distribution system.

Bids for fire hydrants were received on June 16, 2023. AMP Utility Distribution was the only bidder.

BUDGET IMPACT:

Funds are available in the FY23/24 operations budget.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to award a contract to AMP Utility Distribution for the annual purchase of fire hydrants in the amount of \$106,250. The fire hydrant contract will run from September 1, 2023, through August 30, 2024, with the option to renew for four (4) additional one (1) year periods if terms and pricing are agreeable to both parties.

Bid Tabulation
City of High Point, North Carolina
Fire Hydrants
Bid 06-071323 / Thursday July 13, 2023, 2:00 PM

Contractor	Brand	Delivery	Total Bid Price
AMP Utility Distribution Services	EJ	91 Days	\$106,250.00



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT:

COUNCIL AGENDA DATE:

BID NO.: CONTRACT NO.: DATE OPENED:

DESCRIPTION:

PURPOSE:

COMMENTS:

RECOMMEND AWARD TO: AMOUNT:

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
621754	526101			\$106,250
TOTAL BUDGETED AMOUNT				\$106,250

DEPARTMENT HEAD: Digitally signed by Robby Stone
Date: 2023.07.21 07:15:22 -04'00' DATE:

The Purchasing Division concurs with recommendation submitted by the and recommends
award to the lowest responsible, responsive bidder in the amount of \$.

PURCHASING MANAGER: Digitally signed by Candy E. Harmon
Date: 2023.07.21 17:17:55 -04'00' DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Digitally signed by Bobby Fitzjohn
Date: 2023.07.24 09:33:37 -04'00' DATE:

CITY MANAGER: DATE:

**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land recorded in Plat Book 202, Pages 148-149, recorded in the Guilford County Register of deeds, which contains the following properties: 508 Rolling Green Drive, 510 Rolling Green Drive, and 512 Rolling Green Drive, High Point, NC ("Property"); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city's acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved execution of a contract with Community Housing Solutions of Guilford, Inc. to construct affordable housing in the City of High Point by conveying the above-described Property to Community Housing Solutions of Guilford, Inc.

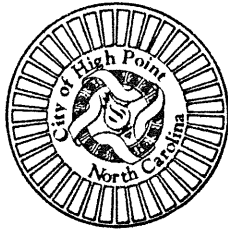
THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 508 Rolling Green Drive, 510 Rolling Green Drive, and 512 Rolling Green Drive in the City of High Point, and more particularly described in Plat Book 202, Pages 148-149 of the Guilford County Registry.

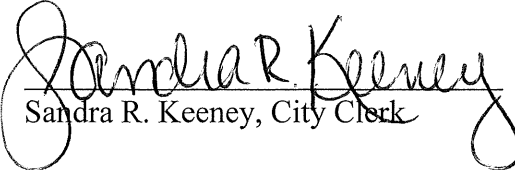
2. The consideration of the conveyance is Community Housing Solutions of Guilford, Inc.'s agreement to use this property only for the "public" purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a "public" purpose, the property shall revert to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

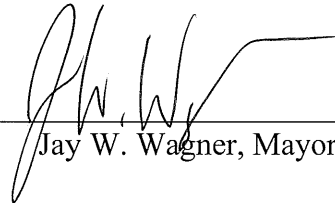
ADOPTED this the 7th day of August 2023.



Attested to:


Sandra R. Keeney, City Clerk

CITY OF HIGH POINT

By: 
Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Request to Retire and Sell K-9 Bruno

From: J. Travis Stroud, Chief of Police

Meeting Date: 08/07/23

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: Photo & Resolution

PURPOSE:

The Police Department is requesting consideration for approval to retire (declare surplus) Police K-9 Bruno.

BACKGROUND:

The High Point Police Department purchased Canine Bruno from Vohn Liche Kennels, IN, in August 2006 for \$12,000. Bruno was purchased to maintain the appropriate level of the K-9 Unit's working animals. K-9 Bruno served as a dual-purpose patrol canine from August 2006 until August 2023. At his age, transferring him to a new handler to continue his work life would be difficult, and the Department wishes to retire him.

BUDGET IMPACT:

Officer Karl Wolf has agreed to purchase retired K-9 Bruno from the City of High Point for \$1.00 and, upon accepting custody of the dog, will assume all liability and responsibility for the animal's care for the remainder of its life.

Due to Bruno's pending retirement, the Department has purchased a replacement K-9 for \$13,500 in FY 23 with General Budget Funds identified within the Support Services Division's budget.

RECOMMENDATION / ACTION REQUESTED:

The Police Department requests that K-9 Bruno be declared surplus property and for City Council to authorize the purchase of K-9 Bruno by Officer Karl Wolf.



RESOLUTION AUTHORIZING THE SALE OF
RETIRED K-9 BRUNO

WHEREAS, the City Council for the City of High Point finds that Police K-9 Bruno can no longer perform as required for his job and has received a recommendation from the High Point Police Department K-9 Supervisor that Bruno be retired; and

WHEREAS, N.C.G.S. 160A-266(d) permits the City Council to authorize the disposition of personal property that is without value; and

WHEREAS, Officer Karl Wolf has agreed to purchase retired K-9 Bruno from the City of High Point in the amount of \$1.00 and upon accepting custody of the dog will assume all liability and responsibility for the care of the animal for the remainder of its life.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of High Point authorizes the purchase of K-9 Bruno by Officer Karl Wolf for \$1.00 effective August 07, 2023.

Adopted: _____

Jay Wagner, Mayor

ATTEST

Sandra Keeney
City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract with Habitat for Humanity for Affordable Housing Development

From: Thanena Wilson, Community Development
and Housing Director

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date: N/A
Advertised By:

Attachments: Area Map
Resolution Approving Conveyance

PURPOSE:

To continue infill housing development efforts in the Core-City, the Community Development and Housing Department proposes to execute a contract with Habitat for Humanity of High Point, Archdale & Trinity (Habitat) in the amount of \$91,000 to construct two affordable homes in the Southside Community, 705 and 707 Tryon Avenue. These funds represent the City's contribution for the construction and occupational training component for these units. Construction is expected to begin late summer.

BACKGROUND:

Habitat has already begun construction activities in the Southside community with 4 units, and this conveyance will provide 2 additional lots to continue their development in this area.

A CHDO is a private nonprofit, community-based service organization whose primary purpose is to provide and develop decent, safe, and affordable housing for the community it serves. CHS has met HUD requirements for designation as a CHDO based on their mission, housing development experience, and governing board composition, and has therefore been certified by the department. In addition to meeting CHDO requirements, CHS has demonstrated the organizational capacity and willingness to be a valued partner to the City of High Point as we work together to build much needed affordable housing in our community.

BUDGET IMPACT:

The funding source for this project will be federal HOME funds and there are sufficient funds in the FY2023-24 budget.

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the contract, resolution of conveyance, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

705 and 707 Tryon Avenue



**RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING CONVEYANCE
OF REAL PROPERTY
TO A NONPROFIT CORPORATION**

WHEREAS, the City of High Point owns a tract of land recorded in Plat Book 16, Page 73, recorded in the Guilford County Register of deeds, which contains the following properties: 705 Tryon Avenue and 707 Tryon Avenue, High Point, NC (“Property”); and

WHEREAS, North Carolina General Statute § 160A-457 authorizes a city’s acquisition and disposition of property for redevelopment as part of a community development program, or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law; and

WHEREAS, North Carolina General Statute § 160A-20.1 authorizes a city to appropriate money to private organizations to carry out any public purpose that a city is authorized by law to engage in; and

WHEREAS, North Carolina General Statute § 160A-279 authorizes a city to convey real property by private sale to a nonprofit corporation which carries out a public purpose, in lieu of or in addition to the appropriation of funds; and

WHEREAS, the City of High Point has approved execution of a contract with Habitat for Humanity of High Point, Archdale & Trinity to construct affordable housing in the City of High Point by conveying the above-described Property to Community Housing Solutions of Guilford, Inc.

THEREFORE, THE CITY COUNCIL FOR THE CITY OF HIGH POINT RESOLVES THAT:

1. The Mayor of the City of High Point is authorized to execute all documents necessary to convey title to the Property located at 705 Tryon Avenue and 707 Tryon Avenue in the City of High Point, and more particularly described in Plat Book 16, Page 73 of the Guilford County Registry.

2. The consideration of the conveyance is Habitat for Humanity of High Point, Archdale & Trinity’s agreement to use this property only for the “public” purpose of furthering the mission of the City of High Point in providing owner-occupied housing. If for any reason the property ceases to be used for a “public” purpose, the property shall revert to the City of High Point. A statement to this effect shall be placed in the deed of conveyance.

3. The City Clerk shall publish a notice summarizing the contents of this resolution and the conveyance of the property may be consummated at any time after 10 days of publication of the notice.

ADOPTED this the ____ day of _____ 2023.

CITY OF HIGH POINT

By: _____

Jay W. Wagner, Mayor

Attested to:

Sandra R. Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Cigna Contract Renewal – Employee Health Care

From: Angela Kirkwood, Director of Human Resources

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date

Advertised By: N/A

Attachments: Cigna Healthcare Contract Renewal

PURPOSE:

Renew the contract between Cigna Healthcare and the of City of High Point for city employee's healthcare coverage plan year of January 1, 2024, to December 31, 2024.

BACKGROUND:

The City of High Point offers healthcare coverage to its employees that include medical and dental care products. The plan year runs from January 1st to December 31st. At the Finance Committee Meeting on Thursday, August 3, 2023, Mark Browder of Mark III Employee Benefits, briefed the City Council on the Medical Plan and Dental Plan Renewal options under a new self-funded model.

Under a self-funded model, the City will pay Cigna Healthcare approximately \$3.32 million to administer the plan and provide stop loss coverage. The City will reimburse Cigna for actual health and dental claims. The total program is expected to be \$18,936,869 for medical and \$1,636,618 for dental, approximately 6.39% higher than the 2023 plan year.

BUDGET IMPACT:

Funds for healthcare coverage for City of High Point employees are included in the FY 2023-24 budget.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to authorize the City Manager to execute a twelve (12) month contract with Cigna Healthcare for healthcare coverage for city employees. Contract will be effective January 1, 2024, to December 31, 2024.



MEDICAL PLAN

2024 Medical Renewal – Update and Recommendations



August 3, 2023



The City Medical Plan has had steady single digit renewals for the past several years:

- In 2018, the Medical Plan was bid, with no competitors improving the CIGNA renewal of **7.85%**.
- The 2019 renewal was a **1.58%** increase (**5% Funding Allocation**).
- In 2020, the Plan increase was a **5.72%** increase and the City added an HSA option.
- The increase for 2021 was a net **6.04%** increase. The renewal was reduced from a 9% to a 6% increase, saving the Plan over \$480,000.
- The increase for 2022 was **5.61%**. Very competitive considering Plan performance.
- The increase for 2023 was **6.01%**. Very competitive considering Plan performance.



2022 Experience - PPO Active

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-22	1,245	2,302	\$1,285,639	\$789,463	\$8,077	\$290,782	\$91,055	\$1,179,377.00	91.7%	\$947.29
February-22	1,235	2,283	\$1,283,398	\$558,263	\$3,604	\$450,720	\$74,410	\$1,086,997.00	84.7%	\$880.16
March-22	1,247	2,291	\$1,290,326	\$1,071,078	\$3,425	\$327,952	\$61,850	\$1,464,305.00	113.5%	\$1,174.26
April-22	1,253	2,298	\$1,291,837	\$888,066	\$2,753	\$322,029	\$91,609	\$1,304,457.00	101.0%	\$1,041.07
May-22	1,251	2,290	\$1,291,120	\$624,087	\$1,289	\$392,848	\$74,546	\$1,092,770.00	84.6%	\$873.52
June-22	1,248	2,281	\$1,287,167	\$617,829	\$5,903	\$418,995	\$79,404	\$1,122,131.00	87.2%	\$899.14
July-22	1,333	2,413	\$1,356,106	\$795,055	\$2,022	\$337,612	\$77,936	\$1,212,625.00	89.4%	\$909.70
August-22	1,224	2,253	\$1,268,035	\$926,201	\$746	\$445,293	\$74,850	\$1,447,090.00	114.1%	\$1,182.26
September-22	1,235	2,271	\$1,276,990	\$693,376	\$608	\$384,009	\$79,725	\$1,157,718.00	90.7%	\$937.42
October-22	1,227	2,249	\$1,267,873	\$649,898	\$814	\$341,253	\$73,983	\$1,065,948.00	84.1%	\$868.74
November-22	1,234	2,257	\$1,275,073	\$763,131	\$989	\$347,140	\$74,171	\$1,185,431.00	93.0%	\$960.64
December-22	1,239	2,264	\$1,277,802	\$846,870	\$3,729	\$368,600	\$73,113	\$1,292,312.00	101.1%	\$1,043.03
Total	14,971	27,452	\$15,451,366	\$9,223,317	\$33,959	\$4,427,233	\$926,652	\$14,611,161	94.6%	\$975.96

2022 Experience - HSA Active

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-22	91	140	\$76,993	\$8,634	\$0	\$30,721	\$4,122	\$43,477.00	56.5%	\$477.77
February-22	92	140	\$78,205	\$10,061	\$141	\$29,255	\$3,874	\$43,331.00	55.4%	\$470.99
March-22	98	146	\$81,841	\$7,855	\$0	\$28,250	\$3,041	\$39,146.00	47.8%	\$399.45
April-22	97	144	\$81,235	\$41,663	\$103	\$28,738	\$4,293	\$74,797.00	92.1%	\$771.10
May-22	96	144	\$80,424	\$41,241	\$1,223	\$31,299	\$3,922	\$77,685.00	96.6%	\$809.22
June-22	97	144	\$80,314	\$13,646	\$804	\$34,607	\$4,631	\$53,688.00	66.8%	\$553.48
July-22	94	140	\$77,835	\$70,371	\$1,136	\$8,747	\$3,997	\$84,251.00	108.2%	\$896.29
August-22	93	141	\$78,552	\$20,523	\$1,881	\$44,577	\$3,912	\$70,893.00	90.2%	\$762.29
September-22	94	138	\$78,039	\$49,160	\$971	\$62,651	\$4,086	\$116,868.00	149.8%	\$1,243.28
October-22	92	135	\$76,165	\$13,745	\$497	\$5,514	\$3,864	\$23,620.00	31.0%	\$256.74
November-22	91	134	\$75,559	\$19,126	\$533	\$62,621	\$3,776	\$86,056.00	113.9%	\$945.67
December-22	89	128	\$72,566	\$20,241	\$695	\$41,061	\$3,762	\$65,759.00	90.6%	\$738.87
Total	1,124	1,674	\$937,728	\$316,266	\$7,984	\$408,041	\$47,280	\$779,571	83.1%	\$693.57

Medical Plan Renewal



2022 Experience - Retiree

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	CIm/Sub
January-22	62	101	\$70,958	\$25,069	\$0	\$44,212	\$5,137	\$74,418.00	104.9%	\$1,200.29
February-22	57	92	\$69,211	\$110,542	\$100	\$39,073	\$3,178	\$152,893.00	220.9%	\$2,682.33
March-22	55	90	\$68,411	\$24,283	\$0	\$38,037	\$3,702	\$66,022.00	96.5%	\$1,200.40
April-22	55	86	\$168,252	\$117,141	\$0	\$47,809	\$3,302	\$168,252.00	100.0%	\$3,059.13
May-22	55	86	\$66,931	\$135,713	\$0	\$73,414	\$2,765	\$211,892.00	316.6%	\$3,852.58
June-22	54	85	\$66,131	\$103,470	\$0	\$88,138	\$6,108	\$197,716.00	299.0%	\$3,661.41
July-22	53	85	\$66,277	\$35,739	\$0	\$56,090	\$2,759	\$94,588.00	142.7%	\$1,784.68
August-22	52	81	\$63,997	\$25,750	\$0	\$60,659	\$2,759	\$89,168.00	139.3%	\$1,714.77
September-22	51	80	\$63,197	\$23,132	\$0	\$57,367	\$3,906	\$84,405.00	133.6%	\$1,655.00
October-22	52	81	\$63,997	\$29,518	\$0	\$66,664	\$2,597	\$98,779.00	154.3%	\$1,899.60
November-22	50	77	\$61,521	\$45,107	\$0	\$61,082	\$2,640	\$108,829.00	176.9%	\$2,176.58
December-22	49	76	\$60,721	\$27,101	\$0	\$70,007	\$2,517	\$99,625.00	164.1%	\$2,033.16
Total	645	1,020	\$889,604	\$702,565	\$100	\$702,552	\$41,370	\$1,446,587	162.6%	\$2,242.77

2022 Experience - Total

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	CIm/Sub
January-22	1,398	2,543	\$1,433,590	\$823,166	\$8,077	\$365,715	\$100,314	\$1,297,272	90.5%	\$927.95
February-22	1,384	2,515	\$1,430,814	\$678,866	\$3,845	\$519,048	\$81,462	\$1,283,221	89.7%	\$927.18
March-22	1,400	2,527	\$1,440,578	\$1,103,216	\$3,425	\$394,239	\$68,593	\$1,569,473	108.9%	\$1,121.05
April-22	1,405	2,528	\$1,541,324	\$1,046,870	\$2,856	\$398,576	\$99,204	\$1,547,506	100.4%	\$1,101.43
May-22	1,402	2,520	\$1,438,475	\$801,041	\$2,512	\$497,561	\$81,233	\$1,382,347	96.1%	\$985.98
June-22	1,399	2,510	\$1,433,612	\$734,945	\$6,707	\$541,740	\$90,143	\$1,373,535	95.8%	\$981.80
July-22	1,480	2,638	\$1,500,218	\$901,165	\$3,158	\$402,449	\$84,692	\$1,391,464	92.8%	\$940.18
August-22	1,369	2,475	\$1,410,584	\$972,474	\$2,627	\$550,529	\$81,521	\$1,607,151	113.9%	\$1,173.96
September-22	1,286	2,351	\$1,340,187	\$716,508	\$608	\$441,376	\$83,631	\$1,242,123	92.7%	\$965.88
October-22	1,279	2,330	\$1,331,870	\$679,416	\$814	\$407,917	\$76,580	\$1,164,727	87.5%	\$910.65
November-22	1,284	2,334	\$1,336,594	\$808,238	\$989	\$408,222	\$76,811	\$1,294,260	96.8%	\$1,007.99
December-22	1,288	2,340	\$1,338,523	\$873,971	\$3,729	\$438,607	\$75,630	\$1,391,937	104.0%	\$1,080.70
Total	16,374	29,611	\$16,976,369	\$10,139,876	\$39,347	\$5,365,979	\$999,814	\$16,545,016	97.5%	\$1,010.44

Change **100.72%**



				2023 - Fully Insured						
				Revised Renewal						
				Active		Retirees		HSA		
Primary Care Physician Visits				\$35		\$35		Deductible/20%		
Specialist Physician Visits				\$60		\$60		Deductible/20%		
Preventive Care				0%		0%		0%		
Deductible				\$1,000		\$1,000		\$1,500		
Deductible - Family				\$2,000		\$2,000		\$3,000		
Out of Pocket Limit - Includes Deductible				\$4,500		\$4,500		\$3,500		
Out of Pocket Limit - Family Max - Includes Deductible				\$9,000		\$9,000		\$5,000		
In-patient Hospital Services				Deductible/20%		Deductible/20%		Deductible/20%		
Out-patient Hospital Services				Deductible/20%		Deductible/20%		Deductible/20%		
Emergency Room				\$150		\$150		Deductible/20%		
Urgent Care				\$75		\$75		Deductible/20%		
Pharmacy				\$15/\$35/\$60		\$15/\$35/\$60		Deductible/20%		
Lifetime Maximum				Unlimited		Unlimited		Unlimited		
								HSA		
								\$750.00		
Rates:	OAP Active	OAP Retiree	HSA Active	Active	Monthly Premium	Retirees	Monthly Premium	Active	Monthly Premium	Retirees
Employee Only	759	36	72	\$713.88	\$541,834.92	\$849.11	\$30,567.96	\$633.24	\$45,593.28	\$753.18
Employee & Spouse	80	11	4	\$1,557.73	\$124,618.40	\$1,853.60	\$20,389.60	\$1,381.71	\$5,526.84	\$1,643.41
Employee & Children	235	4	11	\$1,493.47	\$350,965.45	\$1,778.01	\$7,112.04	\$1,324.75	\$14,572.25	\$1,577.13
Employee & Family	173	6	11	\$2,032.45	\$351,613.85	\$2,419.10	\$14,514.60	\$1,802.83	\$19,831.13	\$2,145.79
	1,247	57	98		\$1,369,032.62		\$72,584.20		\$85,523.50	
Annual Cost					\$16,428,391.44		\$871,010.40		\$1,026,282.00	
					106.10%		106.10%		104.50%	
Total Cost							\$18,325,683.84			
Change						Net Renewal	106.01%			

- The revised renewal saved the Plan approximately \$2,200,000 or 13%.



Status	Diagnosis	Claim Amount
Active	CARE AND TREATMENT - NEOPLASM	\$535,757.36
Active	LIVER DISEASES	\$490,265.51
Termed	MALIGNANT MELANOMA AND OTHER SKIN	\$464,140.25
Active	CONGENITAL MUSCULOSKELETAL	\$442,551.90
Active	ARTERY/ARTERIOLE/CAPILLARY	\$403,961.85
Active	NUTRITIONAL & METABOLIC	\$331,395.56
Active	HEADACHE SYNDROMES	\$218,539.15
Active	FRACTURES/DISLOCATIONS	\$217,626.79
Active	STOMACH, INTESTINE AND PANCREAS	\$210,091.25
Active	ARTERY/ARTERIOLE/CAPILLARY	\$157,881.46
Active	COMPLICATIONS OF SURGICAL/MED CARE	\$141,067.50
Active	OTHER NEOPLASMS	\$119,837.42
Active	NEUROLOGICAL - CENTRAL NERVOUS SYS	\$116,412.08
Active	JOINT	\$113,642.30
Active	JOINT	\$112,723.59
Active	DIABETES	\$112,501.18
Active	STOMACH, INTESTINE AND PANCREAS	\$100,028.80

- Oncology is the dominant High Claimant challenge.

Medical Plan Renewal



2023 Experience - PPO Active

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-23	1,222	2,231	\$1,336,195	\$913,519	\$9,094	\$412,803	\$74,083	\$1,409,499.00	105.5%	\$1,153.44
February-23	1,231	2,243	\$1,343,271	\$576,835	\$5,409	\$402,069	\$88,194	\$1,072,507.00	79.8%	\$871.25
March-23	1,229	2,246	\$1,342,923	\$695,595	\$1,096	\$404,560	\$70,711	\$1,171,962.00	87.3%	\$953.59
April-23	1,237	2,248	\$1,348,705	\$549,590	\$2,225	\$451,902	\$82,302	\$1,086,019.00	80.5%	\$877.95
May-23	1,244	2,254	\$1,356,642	\$732,962	\$6,374	\$415,938	\$88,757	\$1,244,031.00	91.7%	\$1,000.02
June-23	1,237	2,254	\$1,355,795	\$664,851	(\$342)	\$461,888	\$86,456	\$1,212,853.00	89.5%	\$980.48
Total	7,400	13,476	\$8,083,531	\$4,133,352	\$23,856	\$2,549,160	\$490,503	\$7,196,871	89.0%	\$972.55

2023 Experience - HSA Active

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-23	89	131	\$76,523	\$15,250	\$0	\$30,671	\$3,600	\$49,521.00	64.7%	\$556.42
February-23	89	131	\$76,523	\$10,444	\$297	\$42,070	\$4,106	\$56,917.00	74.4%	\$639.52
March-23	91	142	\$80,129	\$13,697	\$0	\$39,052	\$3,311	\$56,060.00	70.0%	\$616.04
April-23	90	139	\$78,804	\$25,441	\$0	\$53,276	\$4,481	\$83,198.00	105.6%	\$924.42
May-23	88	137	\$77,538	\$37,192	\$0	\$47,008	\$4,254	\$88,454.00	114.1%	\$1,005.16
June-23	88	142	\$78,707	\$35,946	\$0	\$51,186	\$4,184	\$91,316.00	116.0%	\$1,037.68
Total	535	822	\$468,224	\$137,970	\$297	\$263,263	\$23,936	\$425,466	90.9%	\$795.26

2023 Experience - Retiree

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-23	52	80	\$67,128	\$73,600	\$0	\$69,445	\$2,514	\$145,559.00	216.8%	\$2,799.21
February-23	49	74	\$63,011	\$20,262	\$0	\$58,744	\$3,105	\$82,111.00	130.3%	\$1,675.73
March-23	47	71	\$60,308	\$71,793	\$0	\$76,530	\$2,164	\$150,487.00	249.5%	\$3,201.85
April-23	48	72	\$61,157	\$9,170	\$0	\$35,800	\$2,519	\$47,489.00	77.7%	\$989.35
May-23	48	72	\$61,157	\$10,667	\$0	\$72,195	\$2,636	\$85,498.00	139.8%	\$1,781.21
June-23	48	72	\$62,006	\$44,819	\$0	\$59,591	\$2,650	\$107,060.00	172.7%	\$2,230.42
Total	292	441	\$374,767	\$230,311	\$0	\$372,305	\$15,588	\$618,204	165.0%	\$2,117.14

2023 Experience - Total

Month	Subscribers	Mbers	Premium	Medical In Network	Medical Out of Network	Pharmacy	Fixed Charges	Total Claims	Loss Ratio	Clm/Sub
January-23	1,363	2,442	\$1,479,846	\$1,002,369	\$9,094	\$512,919	\$80,197	\$1,604,579	108.4%	\$1,177.24
February-23	1,369	2,448	\$1,482,805	\$607,541	\$5,706	\$502,883	\$95,405	\$1,211,535	81.7%	\$884.98
March-23	1,367	2,459	\$1,483,360	\$781,085	\$1,096	\$520,142	\$76,186	\$1,378,509	92.9%	\$1,008.42
April-23	1,375	2,459	\$1,488,666	\$584,201	\$2,225	\$540,978	\$89,302	\$1,216,706	81.7%	\$884.88
May-23	1,380	2,463	\$1,495,337	\$780,821	\$6,374	\$535,141	\$95,647	\$1,417,983	94.8%	\$1,027.52
June-23	1,373	2,468	\$1,496,508	\$745,616	-\$342	\$572,665	\$93,290	\$1,411,229	94.3%	\$1,027.84
July-23										
August-23										
September-23										
October-23										
November-23										
December-23										
Total	8,227	14,739	\$8,926,522	\$4,501,633	\$24,153	\$3,184,728	\$530,027	\$8,240,541	92.3%	\$1,001.65
									Change	99.85%

7

Medical Plan Renewal



Standard Renewal Calculations				
City of High Point	Subs	Premium	Claims	Loss Ratio
July-22	1,480	\$1,500,218	\$1,391,464	92.75%
August-22	1,369	\$1,410,584	\$1,607,151	113.94%
September-22	1,286	\$1,340,187	\$1,242,123	92.68%
October-22	1,279	\$1,331,870	\$1,164,727	87.45%
November-22	1,284	\$1,336,594	\$1,294,260	96.83%
December-22	1,288	\$1,338,523	\$1,391,937	103.99%
January-23	1,363	\$1,479,846	\$1,604,579	108.43%
February-23	1,369	\$1,482,805	\$1,211,535	81.71%
March-23	1,367	\$1,483,360	\$1,378,509	92.93%
April-23	1,375	\$1,488,666	\$1,216,706	81.73%
May-23	1,380	\$1,495,337	\$1,417,983	94.83%
June-23	1,373	\$1,496,508	\$1,411,229	94.30%
Total	16,213	\$17,184,498	\$16,332,203	95.04%

2024 Fully Insured Renewal Calculation	
	Annual
Incurring Claims - Matured	Annual 8% Trend
Premium - 2023	\$17,775,906.00
Incurring Claims	\$16,332,203.00
Pooling - \$200,000	\$1,514,330.00
Claims less Pooling	\$14,817,873.00
Benefit Change	\$14,817,873.00
Trended Claims - 2024 - 8%	\$16,596,017.76
PPACA - Fee for Comparative Effectiveness Research Agency	\$7,323.75
Health Insurance Industry Fee - 3.5% - Fully Insured	\$0.00
Total Claims/PPACA Cost	\$16,603,341.51
2023 Premium	\$17,775,906.00
Trended Loss Ratio	93.40%
Target Loss Ratio	83.00%
Rate Increase	112.53%
2024 Self-funded Renewal Calculation - Expected - Firm	
Incurring Claims - Matured	Annual
Trended Claims - 2024 - 8% Annual	\$16,596,017.76
PPACA - Fee for Comparative Effectiveness Research Agency	\$7,323.75
Fixed Cost	\$2,704,814.79
Lasers - \$625,000	\$625,000.00
Rebates	\$1,020,704
Total Claims/PPACA Cost/Fixed Cost	\$18,912,452.30
2023 Contribution	\$17,775,906.00
Rate Increase	106.39%

Reserve
\$3,500,000

- The renewal formula for transitioning to self-funding finally makes sense.



Components of a Self-funded Contract

- Hire an administrator to pay Medical and Pharmacy claims – **Retain CIGNA**
- Purchase insurance for large claims (Stop-loss Insurance). **CIGNA issues Stop Loss Contract**
- Hire a network (doctors/medical specialists/hospitals) – **Retain CIGNA**
- Budget for Claims
- Establish Reserving

SELF FUNDING FORMULA: Rates = Administrator + Claims + Stop Loss + Reserves



- Long-term, self-funding delivers a lower cost strategy for funding Medical Coverage, because of a lower overall expense structure.
- Allows the City to receive revenue sources retained by CIGNA (Rebates).
- Self-funding give the City significantly more flexibility to implement enhanced wellness strategies.
- Make adjustments to Plan design for Wellness incentives and Clinic integration.
- The City is well positioned to make the transition.



	2023 - 2024 - CIGNA \$200,000 Spec - 125% Agg 12/36 Original	2023 - 2024 - CIGNA \$200,000 Spec - 125% Agg 12/36 Revised	2023 - 2024 - CIGNA \$200,000 Spec - 125% Agg 12/12 Revised Option 1 – Current Programs	2023 - 2024 - CIGNA \$200,000 Spec - 125% Agg 12/12 Revised Option 2 – Some CIGNA Program Elimination
Network Access Fee	\$33.54	\$33.54	\$33.54	\$21.95
Medical Plan Administration Fee	\$15.00	\$10.00	\$10.00	\$10.00
Specific Stop-loss - \$200,000	\$113.62	\$113.62	\$122.03	\$122.03
Aggregate Stop Loss Coverage	\$4.32	\$3.23	\$3.23	\$3.23
Vision	\$0.35	\$0.35	\$0.35	\$0.35
Total Administration Fees (A)	\$166.83	\$160.74	\$169.15	\$157.56
Annual Cost	\$3,312,794.53	\$3,312,794.53	\$3,312,794.53	\$3,312,794.53
Laser	\$625,000.00	\$625,000.00	\$0.00	\$0.00
Wellness Dollars	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Implementation Dollars	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
			No New Laser	No New Laser
			Rate Cap - 45%	Rate Cap - 45%

- The revised self-funded fixed cost and risk exposure was significantly improved.
- The laser was removed under a revised contract, with no new lasers, and a rate cap.
- The final Administrative Package (Option 1 or 2) will be determined during implementation.

Medical Plan Renewal



	2023 - Fully Insured				2024 - Fully Insured or Self-funded						
	Current				Renewal						
	Active	Retirees	HSA		Active		Retirees		HSA		
Primary Care Physician Visits	\$35	\$35	Deductible/20%		\$35		\$35		Deductible/20%		
Specialist Physician Visits	\$60	\$60	Deductible/20%		\$60		\$60		Deductible/20%		
Preventive Care	0%	0%	0%		0%		0%		0%		
Deductible	\$1,000	\$1,000	\$1,500		\$1,000		\$1,000		\$1,500		
Deductible - Family	\$2,000	\$2,000	\$3,000		\$2,000		\$2,000		\$3,000		
Out of Pocket Limit - Includes Deductible	\$4,500	\$4,500	\$3,500		\$4,500		\$4,500		\$3,500		
Out of Pocket Limit - Family Max - Includes Deductible	\$9,000	\$9,000	\$5,000		\$9,000		\$9,000		\$5,000		
In-patient Hospital Services	Deductible/20%	Deductible/20%	Deductible/20%		Deductible/20%		Deductible/20%		Deductible/20%		
Out-patient Hospital Services	Deductible/20%	Deductible/20%	Deductible/20%		Deductible/20%		Deductible/20%		Deductible/20%		
Emergency Room	\$150	\$150	Deductible/20%		\$150		\$150		Deductible/20%		
Urgent Care	\$75	\$75	Deductible/20%		\$75		\$75		Deductible/20%		
Pharmacy	\$15/\$35/\$60	\$15/\$35/\$60	Deductible/20%		\$15/\$35/\$60		\$15/\$35/\$60		Deductible/20%		
Lifetime Maximum	Unlimited	Unlimited	Unlimited		Unlimited		Unlimited		Unlimited		
			HSA						HSA		
			\$750.00						\$750.00		
Rates:	Active	Retirees	Active	Retirees	Active	Monthly Premium	Retirees	Monthly Premium	Active	Monthly Premium	Retirees
Employee Only	\$713.88	\$849.11	\$633.24	\$753.18	\$757.43	\$574,131.94	\$900.91	\$27,027.30	\$661.74	\$44,336.58	\$787.08
Employee & Spouse	\$1,557.73	\$1,853.60	\$1,381.71	\$1,643.41	\$1,652.75	\$127,261.75	\$1,966.67	\$23,600.04	\$1,443.89	\$4,331.67	\$1,717.37
Employee & Children	\$1,493.47	\$1,778.01	\$1,324.75	\$1,577.13	\$1,584.57	\$372,373.95	\$1,886.47	\$5,659.41	\$1,384.36	\$11,074.88	\$1,648.10
Employee & Family	\$2,032.45	\$2,419.10	\$1,802.83	\$2,145.79	\$2,156.43	\$357,967.38	\$2,566.67	\$7,700.01	\$1,883.96	\$22,607.52	\$2,242.36
						\$1,431,735.02		\$63,986.76		\$82,350.65	
Annual Cost						\$17,180,820.24		\$767,841.12		\$988,207.80	
						106.10%		106.10%		104.50%	
Total Cost			\$17,862,364.80					\$18,936,869.16			
Change							Net Renewal	106.02%			

- From a long-term perspective, the recommendation for self-funding cost allocation is to match the fully insured rates.

Wellness Results



2022 HEALTHIEST EMPLOYERS AWARDS

Greater Charlotte Area:

- City of Salisbury – 1st
- Cleveland County – 2nd
- Rowan County – 3rd
- City of Gastonia – 9th

Triangle Area:

- Durham - 4th

Triad Area:

- **City of High Point - 1st**
- Randolph County - 2nd

Top 100 Across America:

- Randolph County – 14th
- Durham County – 62nd
- Cleveland County – 94th
- **City of High Point - 95th**



2024 Recommendation:

- We are recommending the City transition to self funding with CIGNA at the fully insured rates.
- Making the change with CIGNA makes the transition smooth and seamless.
- There are no planned benefit changes in the transition.
- For the first time in a decade, the claims are allowing the City to transition to self funding.
- The City is well positioned to make this funding change.
- Funding discipline is important into the future.
- The long-term benefits of self funding are to the advantage of the City.



Mark III
Employee Benefits

CITY OF HIGH POINT

AGENDA ITEM



Title: Grant of Easement – Easement Dedication to AT&T – Landfill – 3940 Kivett Dr.

From: Kim Thore, Right of Way Coordinator

Meeting Date: August 7, 2023

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Map

Purpose/Background:

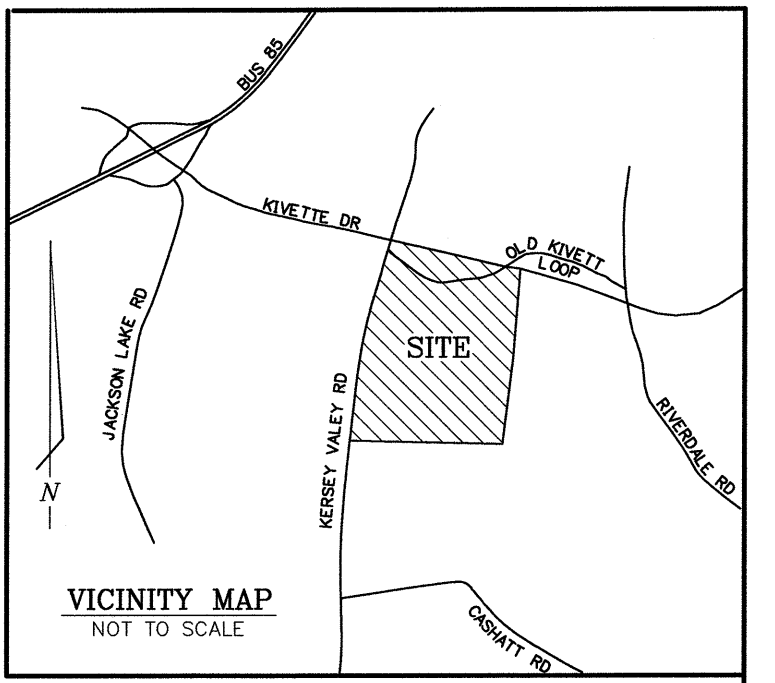
AT&T Corp. has requested the city to grant a permanent easement along the edge of the landfill property from Kersey Valley Rd. to Kivett Dr. to relocate utilities. The AT&T utilities are currently located in a portion of the right of way along Kersey Valley Rd. which will be closed and relocated to allow for the landfill expansion. This easement will allow AT&T to continue providing service after the road section is closed. The city property is the landfill at 3940 Kivett Dr. (parcel # 202911). The permanent easement will be 53,927 square feet (1.238 acres).

Budget Impact:

No impact.

Recommendation:

Council is requested to approve an easement dedication to AT&T Corp. to relocate utilities.



NOTES
1 - DEED REFERENCE - BOOK 2902, PAGE 908.
2 - NO UTILITIES OR IMPROVEMENTS WERE LOCATED FOR THIS SURVEY.
3 - THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, RIGHTS OF WAY OR OTHER FACTS THAT MAY BE DISCLOSED BY COMPLETE TITLE SEARCH.
4 - ALL DISTANCES SHOWN ARE HORIZONTAL GRID DISTANCES AS REQUESTED BY CLIENT.
5 - ALL AREAS WERE COMPUTED BY THE COORDINATE METHOD.
6 - This survey is a conventional Traverse with Leica TS13 instrument. Field data adjusted using StarNet least squares adjustment. All information shown hereon are State Plane Coordinates (3200 NC) based on four traverse stations being observed with a Spectra SP80 receiver and North Carolina GNSS CORS real-time corrections.

Line	Bearing	Distance	Curve	Radius	Chord Bearing and Distance	Arc Length
L1	N 86°-46'-01" W	117.03'	C1	173.24'	S 33°-47'-20" W 215.57'	232.67'
L2	N 88°-03'-42" W	115.25'	C2	156.74'	N 33°-47'-20" E 195.04'	210.51'
L3	N 47°-02'-21" W	49.11'				
L4	N 4°-46'-36" E	20.99'				
L5	S 47°-02'-21" E	55.91'				
L6	S 88°-03'-42" E	114.28'				
L7	S 86°-46'-01" E	113.13'				
L8	S 78°-31'-49" E	16.67'				
L9	N 3°-14'-43" E	19.72'				

"NEW LOT 1" OF
P.B. 179-110

CITY OF HIGH POINT,
TRACT 1 OF
DEED BOOK 2902 PG. 908
(ALSO SEE P.B. 70 PG. 63)

AT&T Permanent Easement

I, JAMES B. STEPHENS certify that this map was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book AS SHOWN, page AS SHOWN); that the boundaries not surveyed are

SURVEY OF
PROPOSED EASEMENT
AT KERSEY VALLEY
ROAD LANDFILL

HIGH POINT TOWNSHIP - GUILFORD COUNTY
HIGH POINT, NORTH CAROLINA

100' 50' 0 100' 200'
SCALE: 1" = 100'

JAMESTOWN ENGINEERING GROUP, INC.

117 EAST MAIN STREET
P.O. BOX 365
JAMESTOWN, N.C. 27282
Telephone (336) 886-5523

C-0626



SHEET NO.

1

OF 1

DATE OCT. 14, 2021 SCALE 1"=100'

JOB No. 2020039

SURVEY BY J.D.T.

PLATTED BY J.B.S.

2020039-BRDR.DWG

2020039

CITY OF HIGH POINT

AGENDA ITEM



Title: Annual Radio Replacement - City of High Point

From: Adam Ward, Assistant Director, Information
Technology Services

Meeting Date: August 7, 2023

Public Hearing: No

**Advertising Date /
Advertised By:**

Attachments: Motorola Solutions Inc. Quote
Council Recommendation Form

PURPOSE:

Purchasing Motorola portable radios to replace older equipment.

BACKGROUND:

The IT Services Department recommends the City purchase 70 portable radios and supporting materials. This acquisition is part of the annual radio replacement cycle. The radios purchased will be replacing radio equipment used by the Police Department. If possible, any units replaced will be evaluated and cannibalized for parts.

BUDGET IMPACT:

The City will use existing funds in the FY 23-24 budget to purchase the radios from Motorola Solutions, Inc. Total purchase amount is \$444,353. The purchase will occur under contract 19144 - 725G STATE OF NORTH CAROLINA.

RECOMMENDATION / ACTION REQUESTED:

The IT Services Department recommends approval of the purchase and that the appropriate party is authorized to execute all necessary documents.



FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Information Technology Services

COUNCIL AGENDA DATE: 8/7/2023

BID NO.: N/A CONTRACT NO.: NC 725G DATE OPENED: N/A

DESCRIPTION:
Annual Motorola radio equipment replacement.

PURPOSE:
The IT Services Department recommends the City purchase 70 portable radios and supporting materials. This acquisition is part of the annual radio replacement cycle. The radios purchased will be replacing radio equipment used by the Police Department.

COMMENTS:
The City will use existing funds in the FY 23-24 budget to purchase the radios from Motorola Solutions, Inc. If possible, any units replaced will be evaluated and cannibalized for parts.

RECOMMEND AWARD TO: Motorola Solutions, Inc. AMOUNT: \$444,353

JUSTIFICATION:
The City needs to purchase Motorola portable radios to replace older equipment.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501243	522601			\$444,353
TOTAL BUDGETED AMOUNT				

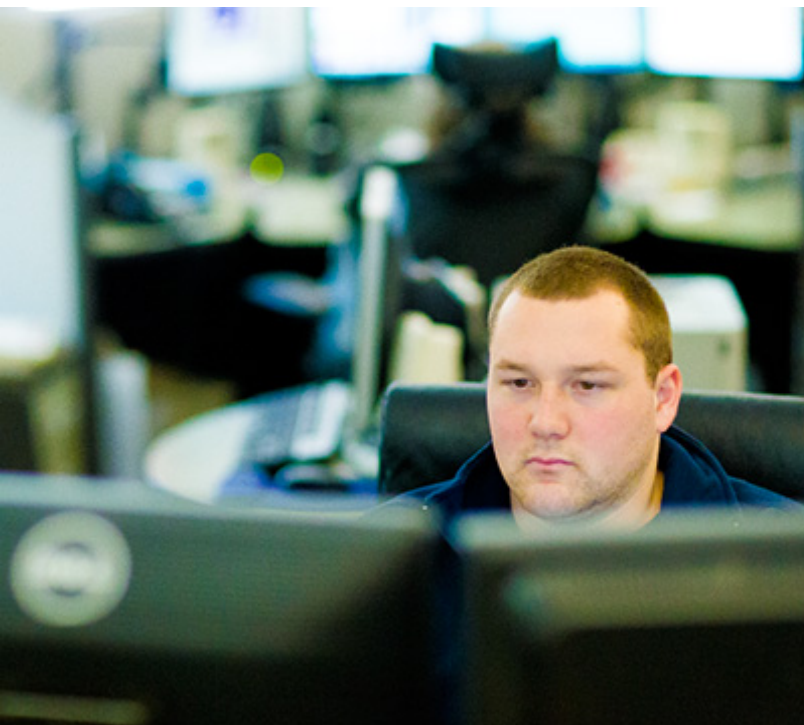
DEPARTMENT HEAD: Steve Lingerfelt Digitally signed by Steve Lingerfelt
Date: 2023.07.17 15:54:34 -04'00' DATE: 7/11/2023

The Purchasing Division concurs with recommendation submitted by the and recommends
award to the lowest responsible, responsive bidder in the amount of \$.

PURCHASING MANAGER: Candy E. Harmon Digitally signed by Candy E. Harmon
Date: 2023.07.17 17:11:55 -04'00' DATE: 7/14/2023

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2023.07.18 08:33:11 -04'00' DATE: 7/18/23

CITY MANAGER: DATE:



HIGH POINT, CITY OF

07/17/2023

07/17/2023

HIGH POINT, CITY OF
PO BOX 230
HIGH POINT, NC 27261

Dear Lee Stanley,

Motorola Solutions is pleased to present HIGH POINT, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide HIGH POINT, CITY OF with the best products and services available in the communications industry. Please direct any questions to James Field at Brandon.Field@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

James Field

Billing Address:
HIGH POINT, CITY OF
PO BOX 230
HIGH POINT, NC 27261
US

Quote Date:07/17/2023
Expiration Date:10/15/2023
Quote Created By:
James Field
Brandon.Field@
motorolasolutions.com

End Customer:
HIGH POINT, CITY OF
Lee Stanley
lee.stanley@highpointnc.gov
3368833404

Contract: 19144 - 725G NORTH
CAROLINA, STATE OF (NON-ARIBA
BASED POS)

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCH9PW7BN	APX6000 700/800 MODEL 3.5 PORTABLE	70	\$4,104.00	\$2,995.92	\$209,714.40
1a	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	70	\$6.00	\$4.38	\$306.60
1b	G996AU	ADD: PROGRAMMING OVER P25 (OTAP)	70	\$110.00	\$80.30	\$5,621.00
1c	QA01833AH	ADD: EXTREME 1-SIDED NOISE REDUCTION	70	\$28.00	\$20.44	\$1,430.80
1d	Q361AR	ADD: P25 9600 BAUD TRUNKING	70	\$330.00	\$240.90	\$16,863.00
1e	Q58AL	ADD: 3Y ESSENTIAL SERVICE	70	\$184.00	\$184.00	\$12,880.00
1f	QA00580AC	ADD: TDMA OPERATION	70	\$495.00	\$361.35	\$25,294.50
1g	QA01768AA	ENH: ENHANCED ZONE BANK	70	\$83.00	\$60.59	\$4,241.30
1h	QA07576AB	ALT: TIA4950 BATT IMPRES 2 LIION 4600MAH (PMNN4573A)	70	\$191.10	\$139.50	\$9,765.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1i	H38BT	ADD: SMARTZONE OPERATION	70	\$1,320.00	\$963.60	\$67,452.00
1j	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	70	\$567.00	\$413.91	\$28,973.70
1k	H869BZ	ENH: MULTIKEY	70	\$363.00	\$264.99	\$18,549.30
1l	QA01767AT	ADD: P25 LINK LAYER AUTHENTICATION	70	\$110.00	\$80.30	\$5,621.00
1m	QA03399AA	ADD: ENHANCED DATA APX	70	\$165.00	\$120.45	\$8,431.50
1n	Q629AK	ENH: AES ENCRYPTION AND ADP	70	\$523.00	\$381.79	\$26,725.30
2	NNTN7687A	IMPRES SUC ADAPTER	70	\$48.60	\$35.48	\$2,483.60

Grand Total

\$444,353.00(USD)
