

City of High Point

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



Meeting Agenda

Thursday, August 2, 2018

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt W. Moore, Chair

Jason P. Ewing, S. Wesley Hudson

Victor A. Jones

(Alternate Members: Mayor, Jay W. Wagner, Mayor Pro Tem Christopher Williams)

FINANCE COMMITTEE - Council Member Moore, Chair

- [2018-271](#) Contract - Purchase of Equipment - Asphalt Patch Truck
City Council is requested to award a contract to Carolina Industrial Equipment in the amount of \$214,832.00 for the purchase of a 2018 Freightliner with a Bergkamp Asphalt Patch truck for use by the Streets Division of the Public Services Department; and declare the old patch truck as surplus and disposing through the online auction process.
Attachments: [1. Asphalt Patch Truck](#)
- [2018-272](#) Contract - Purchase of Equipment - Knuckleboom Truck
City Council is requested to award a contract to Amick Equipment in the amount of \$153,778.85 for the purchase of a Freightliner M2 with a Petersen knuckle boom loader body for use by the Environmental Services Division of the Public Services Department; and declare the old truck as surplus and disposing through the online auction process.
Attachments: [2. Knuckleboom Truck](#)
- [2018-273](#) Contract - Purchase of Equipment - Landfill Compactor
City Council is requested to award a sole source contract to CMI Roadbuilding, Inc., in the amount of \$792,550 for the purchase of a CMI Model TM11-T3 Trashmaster (Landfill Compactor) for use by the Landfill Operations Division of the Public Services Department.
Attachments: [3. Landfill Compactor](#)
- [2018-274](#) Contract - Purchase of Equipment - Tandem Axle Dump Trucks (2)
City Council is requested to award a contract with Piedmont Truck Center in the amount of \$252,180.00 for the purchase of two (2) 2019 Western Star tandem axle trucks with dump bodies for use by the Water & Sewer Mains Division of the Public Services Department; and declare the old trucks as surplus and disposing through the online auction process.
Attachments: [4. Tandem Dump Trucks](#)
- [2018-275](#) Contract - Blythe Construction, Inc. - Asphalt for City Wide Use
City Council is requested to award a contract to Blythe Construction, Inc., in the amount of \$450,000.00 to provide asphalt to city crews when performing maintenance functions throughout the City.
Attachments: [5. Contract - Asphalt Supplier](#)
- [2018-276](#) Contract (Change Order 1) - Construction Manager at Risk (CMAR)
Council is requested to approve Change Order No. 1 to the contract with Garney Companies, Inc., (Construction Manager At Risk) for improvements for water, sewer and stormwater improvements in the downtown area adjacent to the catalyst project, in the amount of \$3,265,862.13.
Attachments: [6. Construction Manager At Risk CMAR Contract - Change Order 1](#)

[2018-277](#) Professional Engineering Services - Construction Management - Hazen & Sawyer
City Council is requested to approve a Professional Engineering Services Agreement with Hazen & Sawyer in the amount of \$214,329.00 for construction management for the water, sewer and stormwater improvements to be installed on North Elm Street adjacent to the Catalyst project.

Attachments: [7. Construction Management of Utility Improvements- North Elm Street72618 - 1](#)

[2018-278](#) Agreement for Services - MobileDoc
Council is requested to approve an Agreement For Services contract to MobileDoc in the amount of \$144,000.00 for medical services (on-site physicals) for Fire and Police Department employees.

Attachments: [8. Agreement for Services - MobileDoc](#)

[2018-279](#) Budget Ordinance Amendment - High Point Community Foundation
City Council is requested to adopt an amendment to the City of High Point Budget Ordinance to appropriate funds in the amount of \$150,000.00 received from the High Point Community Foundation pass through grant for the Nido and Mariana Qubein Children's Board.

Attachments: [9. Budget Amendment - Community Foundation Pass Through Grant](#)

[2018-280](#) Resolution - Declaration of Surplus Property - Police Canine
The High Point Police Department is requesting that City Council declare Canine Orko as surplus property and adopt a Resolution approving the sale of personal property by private negotiations and sale pursuant to N.C.G.S. 160A-266.

Attachments: [10. Sale of Police K-9 Canine Okro](#)

[2018-281](#) Resolution - Lease Agreement - City Owned Property
City Council is requested to adopt a Resolution approving a lease agreement for city-owned property located at 131 1-D James Road.

Attachments: [11. Resolution - Lease Agreement James Road](#)

[2018-282](#) Contract Renewal - CIGNA - Employee Health Care
City Council is requested to authorize the City Manager to execute a twelve-month (12) contract with CIGNA Healthcare for health and dental care coverage for city employees effective January 1, 2019 - December 31, 2019.

Attachments: [12. Employee Health Care - Cigna Contract 2019](#)

[2018-283](#) Contract - Compensation Claims Solutions (CCS) - Workers' Compensation Program
Council is requested to award a contract to Compensation Claims Solutions (CCS) in the amount of \$121,900.00 to provide third party workers' compensation claims administration. This is a two-year contract

beginning September 1, 2018 - August 31, 2020.

Attachments: [13. Comp Claims Solutions Contract FY 2018- 2019](#)

PENDING ITEMS

[2018-169](#)

Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)
City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

Attachments: [7. Amendment to Lease Agreement - Crown Castle](#)

ADJOURNMENT



February 5, 2018

To: Randy McCaslin, Deputy City Manager

From: Michael E. McNair, Director of Community Development & Housing

Subject: Code Enforcement Activity Report for November through January

This report serves to summarize Code Enforcement activity for three months from November through January. During this period, staff processed 106 new minimum housing complaints (304 minimum housing cases are currently active); 72 new public nuisance complaints (107 public nuisance cases are currently active) and collected 333 signs during the months of November through January. Additionally:

- The backlog of minimum housing cases from the old system continue to drop from 270 (from May 2016) to 17 by the end of January.
- Staff continue to address businesses that are not storing vehicles in accordance with the Development Ordinance. Gaining compliance continues to be slow as owners are citing financial hardship from having to fence, remove or screen vehicles. However, we are working with owners that are requesting an extension of time. Civil penalties will be issued if needed to encourage compliance.
- Staff worked Saturday 1/27/18 and collected 86 illegal signs.
- Demolition update:
 - We currently have 5 demolitions out for bid. Responses are expected back mid-February.
 - There are 4 properties with demolition bid awards and are waiting on demolition.
 - There are 2 properties are undergoing asbestos abatement needed for demolition.
 - We have 4 additional properties that will be going out in the next few weeks to begin the demolition process (asbestos inspection, abatement and demolition)

We have two vacant Local Codes Enforcement Officer positions to fill. Interviews for the first vacant Local Codes Enforcement Officer position were completed in November. Unfortunately, the successful applicant rescinded his acceptance of the job offer after receiving a promotion from his employer. We have recently lost a second LCE due to an advancement opportunity. We will restart our search to fill the vacancy as soon as possible. Please see the attachments containing a table summarizing detailed activity and sample pictures.

Local Codes Enforcement Montly Activity								
		<u>Jul-17</u>	<u>Aug-17</u>	<u>Sep-17</u>	<u>Oct-17</u>	<u>Nov-17</u>	<u>Dec-17</u>	<u>Jan-18</u>
1. Minimum Housing Cases								
	a. Minimum Housing Complaints	49	48	39	42	30	33	43
	b. Active Minimum Housing Cases	272	263	273	291	N/A	306	304
	c. Active Backlog Cases (270 original)	50	41	33	24	24	21	17
	d. Cases Taken Before City Council							
	i. For Demolition	3	3	5	2	8	2	4
	e. City Demolished Houses	1	3	1	0	0	5	0
2. Public Nuisance Cases								
	a. Public Nuisance Complaints (includes unsecured dwellings)	178	122	72	72	30	29	13
	b. Active Public Nuisance Cases	235	145	181	130	N/A	71	36
	c. City abated PN Cases	97	75	92	43	8	17	15
	d. Owner abated PN Cases	158	172	108	102	51	27	35
3. Zoning								
	a. Zoning Complaints (Vehicles, Signs, Banners)	22	26	15	23	16	8	12
	b. Signs collected	175	79	262	165	164	41	128





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TRAN'S AUTO
SERVICE

CITY OF HIGH POINT

AGENDA ITEM



Title: SOS Consulting, Inc. D/B/A Compensation Claims Solution Contract Renewal

From: Angela Kirkwood, Director of Human Resources

Meeting Date: August 6, 2018

Public Hearing: N/A

Advertising Date
Advertised By:

Attachments: SOS Consulting, Inc. D/B/A Compensation Claims Solutions Contract

PURPOSE:

Renew the contract between the City of High Point and Compensation Claims Solution, our workers' compensation third party administrator from September 1, 2018 through August 31, 2020.

BACKGROUND:

The City of High Point is currently under contract with Compensation Claims Solutions (CCS) to provide third party workers' compensation claims administration at a three-year fee of \$182,700 from September 1, 2015 to August 31, 2018.

Prior to contract expiration, CCS has offered a two-year extension at a cost of \$60,900 annually and a total cost of \$121,800.

BUDGET IMPACT:

This is no increase in the cost of services from the last contract term (2015 - 2018) and the contract extension for 2018 cost for a two-year contract is \$121,800 or \$60,900 annually. Contract effective date would be September 1, 2018 to August 31, 2020. I provided this estimated amount in my submitted budget.

RECOMMENDATION / ACTION REQUESTED:

If there are no further questions, I am requesting Council approval to authorize the City Manager to execute a contract with SOS Consulting, Inc. D/B/A Compensation Claims Solutions in the amount \$121,900 for the continuation of third party administrator workers compensation services for a two-year term.



May 2, 2018

Ms. Angela Kirkwood/Human Resource Director
City of High Point
PO Box 230
High Point, NC 27261

RE: Workers' Compensation Claims Administration Contract Extension

Dear Ms. Kirkwood:

It is Compensation Claims Solutions pleasure to administer the City of High Point workers' compensation benefits since July 1, 1999. We view our relationship with you as both positive and enjoyable; and CCS looks forward to continuing this congenial liaison. The present contract (attached) will end September 1, 2018; however we would like to present the opportunity to extend this contract and our services through August 31, 2020. The extension would be the same terms, conditions and pricing as the current contract. The workers' compensation claims administration fee would remain the same for September 1, 2018 through August 31, 2019 and September 1, 2019 through August 31, 2020 in the amount of \$60,900 per fiscal year.

Thank you for your confidence in Compensation Claims Solutions and our continuous goal is to always exceed your expectations.

Cordially,

Christine Dodd
President
Compensation Claims Solutions

CITY OF HIGH POINT

AGENDA ITEM



Title: Landfill Compactor

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendation

Meeting Date: August 6, 2018

Advertising Date / N/A

Advertised By: N/A

PURPOSE:

The Landfill Operations Division of Public Services has a 2010 CMI/Terex TC550 landfill compactor in need of replacement due to hours and condition. As a result, a CMI Model TM11-T3 Compactor is being recommended for council approval as a sole source item.

BACKGROUND:

The Landfill purchased a 2010 CMI/Terex 550 from Onslow County back in 2014 for \$15,000. The compactor has worked well, but needs to be replaced. The Kersey Valley Landfill currently has six Terex compactors (three active, three spares) and they have been very pleased with the compaction and service from these machines. Operator training requirements are minimized since they are using a similar type of equipment. The vendor is offering a \$12,500 trade in allowance on this machine.

The price of \$792,500 includes the compactor, freight, 5 year/10,000 hour extended warranty, and trade in allowance. Estimated delivery is 30-60 days.

BUDGET IMPACT:

Funds are available in 2018-19 budget

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing the CMI Model TM11-T3 Trashmaster from CMI Roadbuilding, Inc.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Fleet Services

COUNCIL AGENDA DATE: August 6, 2018

BID NO.: NA CONTRACT NO.: DATE OPENED:

DESCRIPTION:

CMI Model TM11-T3 Compactor

PURPOSE:

The Landfill purchased a 2010 CMI/Terex 550 from Onslow County back in 2014 for \$15,000. The compactor has worked well, but needs to be replaced. The Kersey Valley Landfill currently has six Terex compactors (three active, three spares) and they have been very pleased with the compaction and service.

COMMENTS:

The price of \$792,500 includes the compactor, freight, 5 year/10,000 hour extended warranty, and trade in allowance. Estimated delivery is 30-60 days.

RECOMMEND AWARD TO: CMI Roadbuilding, Inc. AMOUNT:

JUSTIFICATION:

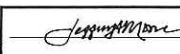
Using this bid allows the City of High Point to take advantage of the volume discount offered through the NJPA contract

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$ 792,500
TOTAL BUDGETED AMOUNT				\$ 792,500

DEPARTMENT HEAD: Gary L. Smith Digitally signed by Gary L. Smith
DN: cn=Gary L. Smith, o=City of High Point, ou=Fleet Services, email=gary.smith@highpointnc.gov, c=US
Date: 2018.07.27 09:34:44 -0400 DATE: Jul 27, 2018

The Purchasing Division concurs with recommendation submitted by the Fleet Services and recommends award to the lowest responsible, responsive bidder CMI Roadbuilding Inc. in the amount of \$ 792,500.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti
DN: cn=Erik Conti, o=City of High Point, ou=Fleet Services, email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.27 09:39:37 -0400 DATE: Jul 27, 2018

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jffmoore@highpointnc.gov, c=US
Date: 2018.07.27 13:29:03 -0400 DATE: Jul 27, 2018

CITY MANAGER: Greg Demko Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.27 13:34:43 -0400 DATE: Jul 27, 2018

Financial Services
Purchasing Division



Requisition # **TBD**

CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION
FORM (For Items Costing \$5000.00 or More)
Statutory Reference N.C.G.S. 143-129(e)6

Vendor: **CMI Roadbuilding, Inc**

Item(s): **CMI Model TM11-T3 Compactor**

Justification:

The CMI Model TM11-T3 Compactor is being requested as a sole source item to match the other compactors currently being used at the landfill. Standardization is the overriding consideration.

Estimated expenditure for the above item(s): **\$792,500**

CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT DOCUMENTATION.

1. ☐ Performance or price competition for a product are not available.
2. ☐ A needed product is available from only one source of supply.
3. ☒ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Gary L. Smith

Digitally signed by Gary L. Smith
DN: cn=Gary L. Smith, o=City of High Point,
ou=Financial Services
email=gary.smith@highpointnc.gov, c=US
Date: 2018.07.27 09:43:34 -0400

Department/Division

Fleet Services

Date **July 27, 2018**

Approval Process

Under \$5,000 (Purchasing Manager)

\$5,000-\$30,000 (Financial Services Director)

\$30,000 – Up (City Council)

Erik Conti

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou, email=enk.conti@highpointnc.gov, c=US
Date: 2018.07.27 08:43:34 -0400

Jeffrey A. Moore

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, ou=Financial Services
Director, email=jmoores@highpointnc.gov, c=US
Date: 2018.07.27 09:03:00 -0400

Greg Demko

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.27 11:15:00 -0400



Cigna HealthCare

Financial Proposal

for

City of High Point

211 S. Hamilton Street P.O. Box 230

High Point, NC 27261

SIC Code: 9199

Account Number: 3319524

Total Eligible Employees:	1500	Participating Subscribers:	1396
Employer Contributions - Employee:	100%	Employer Contributions - Dependent:	40%
Waiting Period:	Coverage effective on 1st day		
Eligibility Definition:	Active Employees working 27 hours per week including part-time. Employee coverage terminates on the last day of employment. Dependents to age 26 (termination of coverage on birth date). Elected officials and Pre65 Retirees.		

Effective Date: January 01, 2019

Note: The Quoted rates are subject to final Underwriting approval and, as noted below, are subject to change in the event of changes in benefits selected or changes in the risk factors upon which the Quoted Rates are based. In addition, state law may require regulatory approval of rates. If required regulatory approval has not been obtained on the proposed effective date, the healthplan shall use rates that are consistent with its then currently approved rating methodology and the quoted rates shall be effective immediately on the date for which they are approved for use. The Quoted Rates are guaranteed while the Group Service Agreement remains in effect until the next anniversary date, unless enrollment changes by 10% in which case Cigna HealthCare may change the Quoted Rate.

Date: May 29, 2018

City of High Point

Effective Date: January 01, 2019



Renewal		
Cigna PLAN OFFERED		
Product	Open Access Plus - Pre65 Retirees Single Option	Open Access Plus - Active / Cobra Single Option
Plan Offering	Pre65 Retirees Sold	Actives Sold 2018
Plan Name	2018 Plan (7332947)	Plan (7332948)
Medical Management Model	Preferred Care	Preferred Care
Health Advocacy	Included	Included
Situs	NC	NC
Funding	Fully Insured	Fully Insured
Cigna MEDICAL BENEFITS*		
Collective Deductible	NO	NO
Collective OOP	NO	NO
Combined Medical/Pharmacy Ded/OOP	Combined OOP Only	Combined OOP Only
Deductible/OOP Max Accumulator	One Way Accumulation	One Way Accumulation
Variable Coinsurance Applies	YES	YES
Plan Deductible Order of Applicability	Benefit Copay, Plan Deductible, Coinsurance	Benefit Copay, Plan Deductible, Coinsurance
In-Network:		
Office Copay - PCP	\$35	\$35
Office Copay - SPC	\$60	\$60
Inpatient Deductible - Per Admit	NA	NA
Inpatient Deductible - Per Day	NA	NA
Outpatient Facility Copay	None	None
Emergency Room Copay	\$150	\$150
Urgent Care Copay	\$75	\$75
Advanced Radiology Imaging Copay - Office	None	None
Advanced Radiology Imaging Copay - Outpatient	None	None
Deductible - Individual	\$1,000	\$1,000
Deductible - Family	\$2,000	\$2,000
Out-of-Pocket - Individual	\$4,500	\$4,500
Out-of-Pocket - Family	\$9,000	\$9,000
Out-of-Pocket - Family - Individual Amount	\$4,500	\$4,500
Out-of-Pocket Max Deductibles	Ded Accumulates	Ded Accumulates
Out-of-Pocket Max Copays	All Copays Accumulate Variable	All Copays Accumulate Variable
Coinsurance	100%	100%
PCP Office Visits	100%	100%
Specialist Office Visits	80%	80%
Inpatient Hospital Facility	80%	80%
Outpatient Hospital Facility	80%	80%
Inpatient Professional Services	80%	80%
Outpatient Professional Services	80%	80%
Emergency Room	100%	100%
Urgent Care	100%	100%
Laboratory Services at an Outpatient Facility	80%	80%
Laboratory Services at an Independent Lab Facility	100%	100%
Radiology Services at an Outpatient Facility	80%	80%
Medical Specialty Drugs at an Outpatient Facility	80%	80%
Medical Specialty Drugs at a Physician's Office	80%	80%
Medical Specialty Drugs at Home Setting	80%	80%
Out of Network:		
Deductible - Individual	\$2,000	\$2,000
Deductible - Family	\$4,000	\$4,000
Out-of-Pocket - Individual	\$9,000	\$9,000
Out-of-Pocket - Family	\$18,000	\$18,000
Out-of-Pocket - Family - Individual Amount	\$9,000	\$9,000
Out-of-Pocket Max Deductibles	Ded Accumulates	Ded Accumulates
Out-of-Pocket Max Copays	All Copays Accumulate Variable	All Copays Accumulate Variable
Coinsurance	70%	70%
PCP Office Visits	70%	70%
Specialist Office Visits	70%	70%
Inpatient Hospital Facility	70%	70%
Outpatient Hospital Facility	70%	70%
Inpatient Professional Services	70%	70%
Outpatient Professional Services	70%	70%
Emergency Room	100%	100%
Urgent Care	100%	100%
Laboratory Services at an Outpatient Facility	70%	70%
Laboratory Services at an Independent Lab Facility	70%	70%
Radiology Services at an Outpatient Facility	70%	70%
Medical Specialty Drugs at an Outpatient Facility	70%	70%
Medical Specialty Drugs at a Physician's Office	70%	70%
Medical Specialty Drugs at Home Setting	70%	70%
Maximum Reimbursable Charge	Option 2	Option 2
Inpatient Deductible - Per Admit	NA	NA
Inpatient Deductible - Per Day	NA	NA
Outpatient Facility Deductible	None	None
MRC Fee Schedule Percentage (Professional)	110%	110%
MRC Fee Schedule Percentage (Facility/Ancillary)	110%	110%
Pharmacy Benefits (GB/NPB/4th Tier)		
Pharmacy Network	Focused 80 - CVS	Focused 90 - CVS
Formulary/PDL	Standard	Standard
Retail Copay	\$15/\$35/\$60	\$15/\$35/\$60
Retail Copay (90 Days)	\$30/\$70/\$120	\$30/\$70/\$120
Home Delivery Drug Copay	\$30/\$70/\$120	\$30/\$70/\$120
Deductible	None (\$0)	None (\$0)
Out-of-Pocket Max	Combined With Medical	Combined With Medical
Mental Health/Substance Use Disorder (Yes/No)		
	Yes	Yes
Vision Rider (Yes/No)		
	No	No

*High level benefit summary. Please see your plan summary for a more detailed benefit description. If this proposal includes Cigna Care Network, the level of in-network benefits applicable may vary from what is shown above.

Cigna Healthcare Financial Exhibit for:
City of High Point
 Effective Date: January 01, 2019

Renewal

Cigna PLAN OFFERED						
Product	Open Access Plus - Pre65 Retirees					
Plan Offering	Single Option					
Plan Name	Pre65 Retirees Sold 2018 Plan					
Situs	NC					
	Pre65 Retirees (COOAPA, NCOAPB, NCOAPH, SCOAPE, TNOAPA, GAOAPI, NCOAPC, NCOAPF,					
	Subscribers	Members	Current Rate	Renewal Rate	Monthly Billed Amount	Change
Employee	50		\$673.03	\$683.65	\$34,182.50	1.58%
Emp + Spouse	14		\$1,469.23	\$1,492.43	\$20,894.02	1.58%
Emp + Child(ren)	4		\$1,409.33	\$1,431.59	\$5,726.36	1.58%
Emp + Family	12		\$1,917.46	\$1,947.74	\$23,372.88	1.58%
Monthly Billed Amount	80	132			\$84,175.76	
Cigna PLAN OFFERED						
Product	Open Access Plus - Active / Cobra					
Plan Offering	Single Option					
Plan Name	Actives Sold 2018 Plan					
Situs	NC					
	Active EES (NCOAPB, VAOAPD, NCOAPA, NCOAPC, NCOAPE, NCOAPF, NCOAPG)					
	Subscribers	Members	Current Rate	Renewal Rate	Monthly Billed Amount	Change
Employee	649		\$560.77	\$569.62	\$369,683.38	1.58%
Emp + Spouse	144		\$1,223.60	\$1,242.91	\$178,979.04	1.58%
Emp + Child(ren)	232		\$1,173.13	\$1,191.65	\$276,462.80	1.58%
Emp + Family	291		\$1,596.51	\$1,621.71	\$471,917.61	1.58%
Monthly Billed Amount	1316	2733			\$1,297,042.83	

Included in the proposed Monthly Billed Amount is the Benefit Advisor Fee which is not of the part the monthly premium.

Cigna Healthcare Financial Exhibit for:
City of High Point
 Effective Date: January 01, 2019

Total Paid Claims

Month	Billed Premium	FFS Medical	Drugs	Fixed Charges	Opt Out	Total	Lagged Med EES	Lagged Med Members
May 2017	\$1,268,658.21	\$855,300.89	\$307,802.20	\$5,985.74	\$2,498.64	\$1,171,587.47	1389	2899
Jun 2017	\$1,265,589.18	\$758,488.33	\$399,884.03	\$6,128.35	\$4,239.54	\$1,168,740.25	1385	2891
Jul 2017	\$1,262,284.46	\$722,187.86	\$356,846.78	\$4,833.52	\$9,633.70	\$1,093,501.86	1383	2890
Aug 2017	\$1,270,829.05	\$1,068,171.13	\$338,402.75	\$4,868.26	\$3,813.18	\$1,415,255.32	1400	2904
Sep 2017	\$1,270,810.76	\$1,035,068.93	\$360,291.80	\$4,797.67	\$364.56	\$1,400,522.96	1400	2901
Oct 2017	\$1,271,650.62	\$701,418.71	\$377,695.99	\$5,393.06	\$14,696.45	\$1,099,204.21	1404	2903
Nov 2017	\$1,268,827.94	\$686,088.78	\$355,689.07	\$5,893.38	\$1,505.52	\$1,049,176.75	1402	2898
Dec 2017	\$1,261,317.84	\$807,647.99	\$351,005.80	\$5,275.86	\$490.43	\$1,164,420.08	1395	2883
Jan 2018	\$1,260,642.17	\$657,264.21	\$402,455.50	\$8,731.39	\$2,110.77	\$1,070,561.87	1398	2883
Feb 2018	\$1,271,915.14	\$825,295.05	\$374,669.28	\$6,298.69	\$4,090.75	\$1,210,353.77	1407	2908
Mar 2018	\$1,354,503.41	\$810,771.56	\$312,166.65	\$6,679.63	\$149.18	\$1,129,767.02	1391	2865
Apr 2018	\$1,349,403.56	\$681,888.12	\$306,304.52	\$6,982.55	-\$3,755.55	\$991,419.64	1387	2858

Paid Claims PMPM	\$402.63
Deductible Maturation	1.0022
Subtotal	\$403.53
Demographic Adjustment	0.9981
Adjusted Paid Claims PMPM	\$402.77
Billed Premium PMPM	\$443.34
Adjusted Paid Loss Ratio	90.85%

Quarterly Claims Summary

Last Months	Paid Claims	No. of lagged Members	Claims PMPM	In Quarter Claims	In Quarter PMPM
12	\$13,964,511.20	34683	\$402.63	\$3,433,829.58	\$395.60
9	\$10,530,681.62	26003	\$404.98	\$3,914,982.49	\$449.58
6	\$6,615,699.13	17295	\$382.52	\$3,284,158.70	\$379.06
3	\$3,331,540.43	8631	\$386.00	\$3,331,540.43	\$386.00

This report excludes Community Rated members and claims.

If you have elected not to receive Identifiable Health Information, this report complies with your election. Nevertheless, please note that you may have responsibilities under law to determine whether the information contained in this report could be used to identify individuals either when combined with other information that you have or in any other manner and, if so, to take appropriate protective steps.

This information is privileged and confidential and should not be shared with other healthcare companies.

**Premium has not been audited and should be used for analytical purposes only.*

In determining future renewal rate actions, the claim experience reflected in this report may be used in full or in part subject to standard credibility guidelines.



Large Claims Analysis

Claimants Over \$25,000 Included in Paid Claims

Active/ Termed	EE/ DEP	Diagnosis	Amount
Active	DEP	OTHER HEART DISEASE	\$698,538.41
Active	DEP	PNEUMONIA AND INFLUENZA	\$381,986.14
Active	EE	CARE AND TREATMENT - NEOPLASM	\$300,386.01
Active	DEP	NUTRITIONAL & METABOLIC	\$241,198.02
Active	DEP	COMPLICATIONS OF SURGICAL/MED CARE	\$183,401.87
Active	DEP	HYPERTENSIVE	\$168,901.05
Active	DEP	NEUROLOGICAL - CENTRAL NERVOUS SYS	\$165,141.60
Termed	EE	UPPER URINARY TRACT	\$152,318.22
Active	EE	LEUKEMIA	\$139,627.80
Active	EE	CARE AND TREATMENT - NEOPLASM	\$132,087.51
Active	DEP	CONDITIONS OF PREG/LABOR/DELIVERY	\$107,107.66
Active	EE	OTHER NEOPLASMS	\$105,293.21
Active	EE	VIRAL DISEASE	\$98,008.59
Active	EE	STOMACH, INTESTINE AND PANCREAS	\$95,924.52
Active	EE	OTHER HEART DISEASE	\$92,540.33
Active	DEP	ATHEROSCLEROSIS	\$89,112.27
Active	DEP	NEUROLOGICAL - CENTRAL NERVOUS SYS	\$86,581.08
Active	EE	SPRAINS/STRAINS	\$85,490.52
Active	EE	FEMALE BREAST NEOPLASM	\$82,891.03
Active	EE	OTHER FACTORS AFFECTING HEALTH STATUS	\$82,649.22
Active	DEP	CEREBROVASCULAR	\$79,810.14
Active	EE	SPRAINS/STRAINS	\$71,894.89
Active	EE	STOMACH, INTESTINE AND PANCREAS	\$69,744.94
Active	EE	DIABETES	\$68,185.01
Active	DEP	STOMACH, INTESTINE AND PANCREAS	\$63,468.13
Termed	DEP	JOINT	\$62,762.27
Active	EE	COMPLICATIONS OF SURGICAL/MED CARE	\$62,275.78
Active	EE	MALE - PROSTATE	\$62,004.44
Active	EE	NEUROLOGICAL - CENTRAL NERVOUS SYS	\$61,191.16
Active	EE	ATHEROSCLEROSIS	\$61,052.85
Active	DEP	OTHER SKIN INFLAMMATION	\$59,016.00
Active	EE	JOINT	\$58,430.11
Active	DEP	BACK	\$55,608.75
Active	EE	OTHER HEART DISEASE	\$54,354.73
Active	EE	ANEMIA	\$54,128.70
Active	DEP	OTHER UPPER RESP INCL NOSE & THROAT	\$53,469.29
Active	EE	JOINT	\$52,858.62
Active	DEP	OTHER HEART DISEASE	\$50,367.99
Active	DEP	STOMACH, INTESTINE AND PANCREAS	\$49,839.88
Active	EE	JOINT	\$48,183.85
Active	DEP	CONDITIONS OF PREG/LABOR/DELIVERY	\$48,168.35
Termed	EE	CEREBROVASCULAR	\$46,927.17
Termed	DEP	CONDITIONS OF PREG/LABOR/DELIVERY	\$46,673.55
Active	EE	BACK	\$46,659.88
Active	EE	NEUROLOGICAL - CENTRAL NERVOUS SYS	\$46,527.78
Active	DEP	UPPER URINARY TRACT	\$45,617.38
Active	EE	GALLBLADDER AND DUCT DISEASES	\$44,601.16
Active	EE	GENERAL DIAGNOSES	\$44,104.29
Active	EE	NON-MALIGNANT BREAST DISORDERS	\$43,941.95
Active	EE	CARE AND TREATMENT - NEOPLASM	\$42,458.48
Active	DEP	FRACTURES/DISLOCATIONS	\$41,738.08
Termed	DEP	BENIGN NEOPLASMS	\$41,163.75
Active	DEP	FEMALE - OTHER GENITAL	\$39,285.82
Active	EE	STOMACH, INTESTINE AND PANCREAS	\$39,103.67
Active	DEP	OTHER UPPER RESP INCL NOSE & THROAT	\$37,477.59
Active	DEP	FRACTURES/DISLOCATIONS	\$37,418.97

Cigna Healthcare Financial Exhibit for:
City of High Point
 Effective Date: January 01, 2019

Experience Build-Up		
Renewal Effective Date	1/1/2019	
Experience Period	05/01/17 - 04/30/18	
	PMPM	Annual \$
Cost Share	14.29%	14.29%
MMOS for Credibility	34,683	34,683
Total Months of Experience	12	12
Adjusted Paid Claims*	\$402.77	\$13,969,414.91
Less Claims Over \$200,000	\$46.77	\$1,622,108.58
Experience Claim Cost	\$356.00	\$12,347,306.33
Benefit Change	0.9505	0.9505
Annual Trend	7.51%	7.51%
Midpoint Months	22	22
Effective Trend	14.25%	14.25%
Projected claims in excess of \$200,000	\$30.76	\$1,066,849.08
Add back claims up to \$200,000	\$23.07	\$800,000.00
Expected Medical Costs	\$440.45	\$15,275,987.30
Average Members in Experience Period	2,890	2,890
Current Members	2,865	2,865
Adjusted Expected Medical Costs	\$440.45	\$15,142,532.17
Target Loss Ratio	91.36%	91.36%
Benefit Advisor Fees(Not part of the Insurance Premium)	0.00%	0.00%
Experience Based Premium & Fees	\$482.10	\$16,574,575.50
Current Premium & Fees	\$474.61	\$16,317,075.13
Experience Based Rate Increase**	1.58%	1.58%
*May reflect adjustments to claim experience to account for demographics, membership shifts, completion, maturation and deductible maturation		
**Includes Benefit Advisor Fee that is not part of the insurance premium		

Pool Increase %	
Adjusted pool increase	14.86%

Credibility-weighted increase		Credibility
Experience Based Rate Increase	1.58%	100.00%
Pool Increase %	14.86%	0.00%
Blended Rate Increase	1.58%	
Adjustment	0.00%	
Quoted Change in Billed Amount***	1.58%	
Projected Billed Premium & Service Fees	\$482.10	\$16,574,575.50
***Includes 0% attributable to assessments mandated under PPACA: Patient-Centered Outcomes Research Fee, Annual Fee on Health Insurance Providers and Reinsurance Assessment		
Renewal Premium excludes commissions		
Current Premium excludes commissions		

PROPOSAL TERMS AND CONDITIONS for Proposal: Renewal

A. General Terms of this Proposal

Cigna HealthCare is pleased to present this Proposal for a Fully Insured Non-Participating group medical and pharmacy benefit plan (the "Plan") sponsored by City of High Point. This proposal is valid for 60 days from its original date of release, 06/01/2018. Any revisions or updates to this proposal will not renew this valid timeframe unless expressly communicated by Cigna HealthCare.

Proposal Caveats

Cigna HealthCare may revise or withdraw this Proposal if:

- 1 there is a change to the effective date of the quote.
- 2 the policy period length is different than 12 months.
- 3 the policy will not be situated in NC.
- 4 the Plan benefits are different than shown in the RFP or benefit modifications are requested.
- 5 there is a change in any law, regulation, or required assessment or tax that changes Cigna HealthCare's costs in offering the plan.
- 6 enrollment increases or decreases by 10% or more, by product or for the total account, from the enrollment assumptions used in establishing the rates and/or fees set forth herein.
- 7 the final enrollment deviates from the quoted enrollment such that it results in a needed change in premium rates. Rates are based on final enrollment factors, including total number of enrollees, their age, sex, demographics, location and the distribution of enrollees by product or by customer tier.
- 8 enrollment in the Cigna HealthCare administered plan is less than 50% of the total eligible population identified as 1500
- 9 any of the information upon which these rates or benefits were based (including Medical History Information) changes or is inaccurate.
- 10 it is not the exclusive provider of Medical / Pharmacy/ Vision or like products for all of City of High Point's employees in all worksites.
- 11 the employer contributes less than 50% toward the total cost of the plan.
- 12 the employer changes its level of contribution toward the cost of the coverage.
- 13 either one or more of the quoted sites withdraws prior to the effective date or terminates during the contract term, or at any time following enrollment.
- 14 the current waiting period is different than Cove.
- 15 Federal, State or Local action impacting the benefit levels quoted herein or affecting our ability to meet our obligations to you, to your employees/our customers or to our contracted providers. By way of illustration, such legislation or executive actions which impose controls or requirements that affect: our ability to determine rates; covered medical expenses or service benefits; providers delivery of care or the fees they charge; or our contracts with providers, may be deemed to so affect our contractual obligations. Should this happen, Cigna HealthCare will make a good faith effort to work to reach a new agreement that equitably reflects the circumstances as altered by government action.
- 16 there is any reimbursement arrangement ("gap" cards, etc.) that subsidizes or reduces the out-of-pocket obligation of covered persons under the policy.
- 17 Client confirmation of employee counts reveal the group to be a Small Employer, as defined under the Patient Protection and Affordable Care Act, and accordingly Cigna HealthCare is not able to offer a PPACA compliant plan.

B. Scope and Application of this Proposal

Unless otherwise indicated, this Proposal:

- 1 supersedes and renders null and void any prior Cigna HealthCare offer or proposal with respect to the Plan.
- 2 or policy may be canceled as of any Premium Due Date if the number of insured Employees fails to meet the minimum required per group participation rules; or for failure to comply with any other material plan provision relating to Employer contributions or group participation rules.
- 3 includes fixed charges for behavioral care services arranged by Cigna Behavioral Health, Inc. However, this may not apply in certain states
- 4 includes capitated charges for the provision of Hi-Tech Radiology services by eviCore (formerly known as MedSolutions, Inc.). However, this may not apply in certain states.
- 5 includes charges made by third parties for care management programs to contain the cost of specific health services/items and/or improve adherence to evidence-based guidelines to promote patient safety and efficient care (e.g., charges for management of diagnostic cardiology, radiation therapy, musculoskeletal procedures and medical oncology) when applicable.
- 6 includes Cigna's One Guide digital and customer guidance solution.
- 7 requires a separate benefit option due to state regulations, if you have purchased any product with Cigna HealthCare Behavioral Advantage and you have customers residing in NC or CA.
- 8 does not apply to part-time or seasonal employees for any plan.
- 9 Medicare eligible retirees are not included in this plan unless mandated by situs state legislation.
- 10 includes the Network Savings Program (NSP) and other Cost Containment programs designed to contain costs with respect to charges for health care services/supplies that are covered by the Plan. For administering these programs, Cigna retains a portion of the savings or recoveries generated.
- 11 excludes charges for converting a qualified customer of a group plan to an individual plan.
- 12 includes a maximum reimbursable charge for out-of-network coverage equal to 110% of a fee schedule developed by Cigna HealthCare based upon a methodology similar to that used by Medicare to determine the allowable fee for similar services in the geographic market OR 80th percentile of charges made by providers of such service or supply in the geographic area where the service is received.
- 13 assumes all employees are located in the network area, and that all employees are only eligible for the Cigna HealthCare or any other affiliated company product offerings specified.
- 14 requires you notify us within 30 days if any information set forth in this form changes at any time while coverage is provided to you by Cigna HealthCare.
- 15 may require regulatory approval of rates. If, as of their proposed effective date, regulatory approval is not obtained, the healthplan shall use rates consistent with its then currently approved rates and the foregoing rates shall be effective automatically. If a product is new and has never had approved rates, the effective date of coverage will be postponed until regulatory approval is received.
- 16 allows caveats and conditions set forth in this document to survive execution of any final contract and/or issuance by Cigna HealthCare of any policy and/or Group Service Agreement.
- 17 assumes that Cigna HealthCare's standard insurance policy form approved for use in the applicable state by the state insurance regulator will be issued. Because the insurance policy and certificate terms require regulatory approval, there is very little flexibility to change the provisions. The provisions of the insurance policy and certificate will control in the event of a conflict with the terms of the request for proposal and the Proposal.
- 18 is a high-level summary of the proposed coverage. It does not identify all the categories of health care expenses that are covered or excluded.
- 19 may include state required continuation rates which will match the rates for the underlying plan. For Nebraska and New York Over Age Dependents the rates will match the employee rate for the underlying plan.
- 20 Cigna HealthCare assumes that the group health plan or health insurance coverage to which this proposal applies will not be a "grandfathered health plan" under the Patient Protection and Affordable Care Act (the "Act") and that it will be subject to all requirements of the Act applicable to a group health plan or health insurance coverage unless otherwise specified in writing.
- 21 includes applicable Patient Protection and Affordable Care Act fees and assessments imposed upon health insurers including the Comparative Effectiveness Research Fee and the Health Insurance Industry Fee.



Gap Fund Acknowledgement

Are your employees reimbursed for their co-payments, co-insurance cost, deductibles or out of pocket expenses?

If so, please let us know the details below. If not, please still confirm and sign below.

We assume NO subsidization or reimbursement for any portion of the employees' cost-sharing responsibilities. And that's how we set the premium rates/charges for all benefit plans insured and/or administered for you by Cigna HealthCare companies ("Cigna HealthCare, we, us").

Subsidization/reimbursement is also known as "Gap Funding". That is because employees receive money to fund the gap between their cost-share responsibility and Cigna HealthCare's payments.

Do you offer any of these plans? ☒ YES ☐ NO

- Health Savings Account (HSA)
- Health Reimbursement Account (HRA)
- Other means to reimburse employees for health plan expenses

If YES, please confirm the following:

- How much is the employer funding amount? ___ up to \$360 annually___
- What is the reimbursement order? Does the HSA and/or HRA fund pay first, or something else? ___The Healthy Awards Account pays first.___
- Is there an annual rollover provision for the fund? ☒ YES ☐ NO
- Any changes in employer funding in the past year or future year? ☐ YES ☒ NO
- If YES, please provide details: _____

Please notify Cigna HealthCare prior to implementing any "Gap Funding" program. Cigna HealthCare will determine if we need to change the premium rates/charges both now and in the future based on the information you provide.

Please affirm that the above information is true and complete. Thanks!

City of High Point

Date: 8/21/2018

By: *Aug Danko*

Title: City Manager

CITY OF HIGH POINT

AGENDA ITEM



Title: Budget Amendment for High Point Community Foundation
Pass Through Grant

From: Eric Olmedo, Budget Director

Meeting Date: January 16, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance

PURPOSE:

A Budget Amendment is needed to appropriate funds for a pass-through grant received from the High Point Community Foundation, which will be passed through to the High Point Community Sports and Entertainment Foundation.

BACKGROUND:

The City of High Point will receive a pass-through grant from the High Point Community Foundation in the amount of \$4,000,000, which will be passed through to the High Point Community Sports and Entertainment Foundation. The funds are intended to be used by the High Point Community Sports and Entertainment Foundation for the purchase and startup costs of an Atlantic League baseball team.

BUDGET IMPACT:

There is no budget impact. This is a pass through grant.

RECOMMENDATION / ACTION REQUESTED: The Budget Department recommends and asks the Council to approve the budget amendment and authorize the appropriate city officials to approve the transfer of funds.

"AN ORDINANCE AMENDING THE 2017-2018 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION
PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of \$4,000,000 from the High Point Community Foundation and will distribute those funds to the High Point Community Sports and Entertainment Foundation

Section 2. The 2017-2018 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	\$4,000,000
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(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	\$ 4,000,000
---------------------------------	--------------

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted January 16, 2018

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION
PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of \$150,000 from the High Point Community Foundation and will distribute those funds to the Nido and Mariana Qubein Children's Museum Board.

Section 2. The 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	\$150,000
----------------------	-----------

(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	\$ 150,000
---------------------------------	------------

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted August 6, 2018

CITY OF HIGH POINT

AGENDA ITEM



Title: Agreement for Services – MobileDoc for Fire & Police Departments

From: Chief Tommy Reid / Chief Kenneth Shultz

Meeting Date: August 6, 2018

Public Hearing: N/A

Advertising Date: NA
Advertised By: NA

Attachments: Formal Bid Recommendation

PURPOSE:

To award an Agreement for Services for MobileDoc medical services to include on-site/as needed physicals for both the Fire Department and Police Department employees.

BACKGROUND:

MobileDoc is a unique medical service that the City's has been using for several years. Employee physicals are conducted on schedules as needed to ensure Fire and Police employees are able physically able to perform their duties.

BUDGET IMPACT:

Funding for this contract is available in both the Fire Department and Police Department FY 2018-2019 budgets.

RECOMMENDATION / ACTION REQUESTED:

The Fire and Police Departments are requesting City Council approval of the Agreement For Services contract with MobileDocs in the amount of \$144,000.00, (\$88,000.00 for Fire & \$56,000.00 for Police).



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Police Department & Fire Department

COUNCIL AGENDA DATE: August 6, 2018

BID NO.: NA

CONTRACT NO.: NA

DATE OPENED:

DESCRIPTION:

Agreement for Services Contract for on-site / as needed physicals for Police and Fire Departments.

PURPOSE:

City Council is asked to award an Agreement For Services contract for MobileDoc medical services to include on-site/as needed physicals for both the Fire Department and Police Department in amount of \$144,000.00.

COMMENTS:

Agreement For Services contract in the amount of \$144,000.00, (\$88,000.00 for Fire & \$56,000.00 for Police).

RECOMMEND AWARD TO: MobileDoc

AMOUNT: \$144,000.00

JUSTIFICATION:

This is a unique medical service that is not biddable at the present time due to minimal vendors providing such services and MobileDoc has been providing these services for the City over the past few years by way of Purchase Order. It is the intent moving forward to have such services under contract as supporting doc.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:

KENNETH J. SHULTZ

Digitally signed by KENNETH J. SHULTZ
DN: cn=Erik Conti, o=eu,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.31 14:14:18 -04'00'

DATE:

July 31, 2018

The Purchasing Division concurs with recommendation submitted by the **Police/Fire** and recommends award to the lowest responsible, responsive bidder **MobileDoc** in the amount of \$ **144,000.00**.

PURCHASING MANAGER:

Erik Conti

Digitally signed by Erik Conti
DN: cn=Erik Conti, o=eu,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.31 10:33:37 -04'00'

DATE:

Jul 31, 2018

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Jeffrey A. Moore

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Division,
email=jfmoore@highpointnc.gov, c=US
Date: 2018.07.31 15:35:54 -04'00'

DATE:

Jul 31, 2018

CITY MANAGER:

Greg Demko

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.31 15:58:12 -04'00'

DATE:

Jul 31, 2018

CITY OF HIGH POINT

AGENDA ITEM



Title: Construction Manager At Risk (CMAR) Professional Services
Garney Companies, Inc. DBA Garney Construction
Catalyst Project – Elm St.
Change Order 1

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director
Robby Stone – Public Services Asst. Director
Meeting Date: August 6, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Attachment A – Change Order Documents

PURPOSE:

To approve Change Order No. 1 to the Garney Company, Inc. contract for the water, sewer and stormwater improvements on Elm Street adjacent to the Catalyst project.

BACKGROUND:

On February 5, 2018, City Council award a contract to Garney Company, Inc. as the Construction Manager at Risk (CMAR) to provide support to the Public Service Department in upgrading and/or replacing infrastructure that would be impacted by the Catalyst Project.

The Public Services Department is now requesting approval of Change Order 1 to perform the water, sewer and stormwater improvements on Elm Street.

BUDGET IMPACT:

Funds for this change order are available in the FY 2017-18 budget.

RECOMMENDATION / ACTION REQUESTED:

Public Services is recommending that Council approve Change Order 1 to Garney Companies, Inc. in the amount of \$3,265,862.13



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services**

COUNCIL AGENDA DATE: **August 6, 2018**

BID NO.: **N/A** CONTRACT NO.: DATE OPENED: **Jul 26, 2018**

DESCRIPTION:
CMAR - Garney Construction Change Order #1

PURPOSE:
To approve Change Order No. 1 to the Garney Company, Inc. contract for the water, sewer and stormwater improvements on Elm Street adjacent to the Catalyst project.

COMMENTS:
N/A

RECOMMEND AWARD TO: **Garney Construction** AMOUNT: **3,265,862.13**

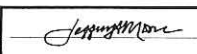
JUSTIFICATION:
On February 5, 2018, City Council award a contract to Garney Company, Inc. as the Construction Manager at Risk (CMAR) to provide support to the Public Service Department in upgrading and/or replacing infrastructure that would be impacted by the Catalyst Project.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
421779	533701	421181029105	40201	1,088,620.71
421779	533701	421181029205	40201	1,088,620.71
671732	533701	671181023105	40201	1,088,620.71
TOTAL BUDGETED AMOUNT				3,265,862.13

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public Services, email=terry.houk@highpointnc.gov, c=US
Date: 2018.07.26 15:41:14 -0400 DATE: **Jul 26, 2018**

The Purchasing Division concurs with recommendation submitted by the **Public Services** and recommends award to the lowest responsible, responsive bidder **Garney Construction** in the amount of \$ **3,265,862.13**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=City of High Point, ou=Public Services, email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.26 15:56:39 -0400 DATE: **Jul 26, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jfmoore@highpointnc.gov, c=US
Date: 2018.07.26 16:54:44 -0400 DATE: **Jul 26, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.26 16:59:42 -0400 DATE: **Jul 26, 2018**

Change Order No. 1

Date of Issuance: July 25, 2018 Effective Date:
Owner: City of High Point, NC Owner's Contract No.: 29-012418
CMAR: Garney Companies, Inc., DBA Garney Construction CMAR's Project No.: 2264
Engineer: Hazen and Sawyer Engineer's Project No.: 32140-010
Project: Downtown Mixed Use Project – Utilities Improvements Contract Name: CMAR Agreement

The Contract is modified as follows upon execution of this Change Order:

Description: CMAR will provide the Construction Phase Services outlined in the CMAR Agreement and the attached documents required to construct the water, sewer, storm, and electrical improvements inside the designated project area.

Attachments: Appendix A: Change Order No. 1 Support Documentation and Terms.
Appendix B: Garney Construction Guaranteed Maximum Price Proposal.
Appendix C: Contract Documents – including Project Specifications, Contract Drawings, Addenda 1-4.
Appendix D: Payment Bond and Performance Bond.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ <u>89,131.00</u>	Original Contract Times: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : \$ <u>NONE</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: <u>NONE</u> Ready for Final Payment: <u>NONE</u> days
Contract Price prior to this Change Order: \$ <u>89,131.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>NA</u> Ready for Final Payment: <u>NA</u> days or dates
Increase of this Change Order: \$ <u>3,265,862.13</u>	Increase of this Change Order: Substantial Completion: <u>157 days from Effective Date</u> Ready for Final Payment: <u>170 days from Effective Date</u>
Contract Price incorporating this Change Order: \$ <u>3,354,993.13</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>157</u> Ready for Final Payment: <u>170</u> Days from Effective Date

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: <u>ASIR</u>	By: _____	By: <u>V. F. F. F.</u>	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: <u>SENIOR ASSOCIATE</u>	Title: _____	Title: <u>Regional Operations Mgr.</u>			
Date: <u>07/26/18</u>	Date: _____	Date: <u>7.26.18</u>			

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

CITY OF HIGH POINT

AGENDA ITEM



Title: Declaration of Surplus for Police Canine

From: Kenneth J. Shultz, Police Chief

Meeting Date: August 6th, 2018

Public Hearing: N/A

**Advertising Date /
Advertised By:** N/A

Attachments: Purchase Order, Invoice and Photo

PURPOSE:

This is a request to declare Police Canine Orko as surplus and to seek approval to solicit a buyer to purchase the dog.

BACKGROUND:

The High Point Police Department Purchased Canine Orko from Shallow Creek Kennels, Inc. located in Sharpsville, PA on 6/5/2018 for a price of \$10,000.00. Orko was purchased to serve as a dual-purpose canine and was expected to perform narcotics detection and apprehension work. At the time of purchase, Orko had already received obedience training and some advanced training and upon initial assessment, looked to have strong potential.

Upon arrival in High Point, our canine trainers began working with Orko to prepare him for street work. During the training, it was discovered that Orko lacked a requisite play/prey drive necessary to sustain performance. As a result, it became clear that the canine became easily distracted and would cease performing in the middle of training exercises. Many attempts to correct this were tried without success. It was subsequently determined that the canine could not be certified to safely work the streets.

Contact with the Kennel from where the dog was purchased resulted in them refusing Orko's return or to provide a refund. Instead, they recommended several other training tactics that they said would improve Orko's performance. Our trainers found these tactics to be nonpractical for street work. As such, we are requesting permission to sell Orko and use the funds recovered towards the purchase of a replacement dog. It is our belief that Orko would perform well in canine club shows (Schutzhund Competition) and that in this capacity, we can maximize the amount of funding recovered.

BUDGET IMPACT:

The money for the original purchase of Orko was obtained through our Federal Asset Forfeiture Equitable Sharing Funds. The recovered money will be returned to this fund and will be used towards the purchase of a replacement canine.

RECOMMENDATION / ACTION REQUESTED:

The Police Department is requesting that City Council approve this request to declare Canine Orko as surplus and authorize the subsequent sell of the dog.

**RESOLUTION APPROVING SALE OF PERSONAL PROPERTY
BY PRIVATE NEGOTIATION AND SALE PURSUANT TO N.C.G.S. 160A-266**

WHEREAS, the City of High Point (“City”) is owner of a police canine (“Canine Orko”) that has proven to be ineffective for its role and has therefore become surplus; and

WHEREAS, N.C.G.S. 160A-266 authorizes the City to dispose of surplus property by private negotiation and sale with respect to personal property valued at less than \$30,000, upon authorization of the City Council at a regular meeting and notice to the public; and

WHEREAS, Canine Orko is considered personal property and is valued at an amount less than \$30,000;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of High Point pursuant to the North Carolina General Statute 160A-266 that the personal property known as Canine Orko is valued less than \$30,000, is hereby declared surplus and the City Manager is authorized to sell Canine Orko by private negotiation and sale.

Adopted this the ____ day of _____, 2018.

Jay M. Wagner, Mayor

Lisa B. Vierling,
High Point City Clerk





PURCHASE ORDER NUMBER
95425

This number must appear on all invoices, packages,
cartons, bills of lading, and packing slips.

Ship Via:
FOB:
Freight Terms: Prepaid
Due Days:

Date: 06/07/2018

Vendor:

76168
SHALLOW CREEK KENNELS, INC.
LISA BRANNON
6572 SENECA ROAD
SHARPSVILLE, PA 16150
United States of America

Bill To:

City of High Point
Accounts Payable
P.O. Box 230
High Point, NC 27261

Ship To:

O H LEAK LAW ENFORCEMENT CTR
1009 LEONARD ST
HIGH POINT, NC 27260

Buyer: Mitzi Myers
Phone: 336-883-3221

Requestor: VETRYL NANCE
Requisition: 19448

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	1.0000	EA	PRE TITLED DUAL PURPOSE CAPABLE POLICE SERVICE DOG AND K9 EQUI	10,000.000	10,000.00
Goods Total:					\$10,000.00
Sub Total:					\$10,000.00
Please pay vnu 6/11/18					
Total Amount:					\$10,000.00

Purchasing Manager

This instrument has been preaudited in the manner required
by Local Government Budget and Fiscal Control Act

ORIGINAL

Director of Financial Services

Page: 1 of 1

For terms and conditions see: <https://www.highpointnc.gov/DocumentCenter/View/5037>



Shallow Creek Kennels, Inc.

6572 Seneca Road Sharpsville, PA 16150

Office: 724-646-1895

Fax: 724-646-1895

Shallowcreekk9.com

sckk9@pymtele.net

High Point Police Department
1009 Leonard Avenue
High Point, NC 27260

High Point Police Department
1009 Leonard Avenue
High Point, NC 27260

INVOICE

Date	Invoice #	Requisitioner	P.O. Number	Terms
6/5/2018	172961			
Quantity	Description	Price Each	Amount	
1	Pre Titled Dual Purpose Capable Police Service Dog Candidate.	10,000.00	10,000.00	

Thank you for your business.

Total \$10,000.00

Balance Due \$10,000.00

CITY OF HIGH POINT

AGENDA ITEM



Title: Budget Amendment for High Point Community Foundation Pass Through Grant

From: Eric Olmedo, Budget Director

Meeting Date: August 6, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance

PURPOSE:

A Budget Amendment is needed to appropriate funds for a pass-through grant received from the High Point Community Foundation, which will be passed through to the Nido and Mariana Qubein Children's Board for museum purposes.

BACKGROUND:

The City of High Point will receive a pass-through grant from the High Point Community Foundation in the amount of \$150,000, which will be passed through to the Nido and Mariana Qubein Children's Museum Board for expenses related to development of the proposed children's museum.

BUDGET IMPACT:

There is no budget impact. This is a pass through grant.

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to approve the budget amendment and authorize the appropriate city officials to approve the transfer of funds.

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION
PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of \$150,000 from the High Point Community Foundation and will distribute those funds to the Nido and Mariana Qubein Children's Museum Board.

Section 2. The 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	\$150,000
----------------------	-----------

(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	\$ 150,000
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Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted August 6, 2018

CITY OF HIGH POINT

AGENDA ITEM



Title: Asphalt Supplier City Wide

From: Terry Houk – Public Services Director
Robby Stone – Asst. Director Public Services

Meeting Date: August 6, 2018

Public Hearing: N/A

Advertising Date: July 9, 2018

Advertised By: Purchasing

Attachments: Formal Bid Recommendation

PURPOSE:

The City budgets on an annual basis for suppliers to provide materials to city crews. City crews that are in need of asphalt will have the availability to have this material supplied to them when performing maintenance functions that require different types of Asphalt.

BACKGROUND:

The city retains material suppliers for different types of Asphalt to be used by crews for patching and short overlays. At the July 25th, 2018 bid opening, Blythe Construction, Inc. was the low bidder. Their prices are competitive with historical pricing for this type of supplied material. This contract has the option to renew for two additional one (1) year periods if terms and pricing are agreeable to the City of High Point and the vendor.

BUDGET IMPACT:

Funds for this project are available in the 2018-2019 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval of the contract to Blythe Construction, Inc. in the amount of \$450,000.00.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services**

COUNCIL AGENDA DATE: **August 6, 2018**

BID NO.: **03-072518** CONTRACT NO.: DATE OPENED: **Jul 25, 2018**

DESCRIPTION:

Asphalt Supplier Citywide

PURPOSE:

The City budgets on an annual basis for suppliers to provide materials to city crews. City crews that are in need of asphalt, will have the availability to have this material supplied to them when performing maintenance functions that require different types of Asphalt.

COMMENTS:

The city retains material suppliers for different types of Asphalt to be used by crews for patching and short overlays. Bids received were based on numeric quantity but low bidder will be issued PO for budgeted amount.

RECOMMEND AWARD TO: **Blythe Construction, Inc.** AMOUNT: **\$258,097.00**

JUSTIFICATION:

At the July 25th bid opening, Blythe Construction, Inc. was the low bidder. Their prices are competitive with historical pricing for this type of supplied material.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
101721	526101		101 - Street Maint.	\$450,000.00
TOTAL BUDGETED AMOUNT				\$450,000.00

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public Services, email=terry.houk@highpointnc.gov, c=US
Date: 2018.07.26 15:21:49 -0400 DATE: **Jul 26, 2018**

The Purchasing Division concurs with recommendation submitted by the **Public Services Dept.** and recommends award to the lowest responsible, responsive bidder **Blythe Construction, Inc.** in the amount of \$ **450,000.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=City of High Point, ou=Public Services, email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.26 15:54:26 -0400 DATE: **Jul 26, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, ou=Financial Services Director, email=jfmoore@highpointnc.gov, c=US
Date: 2018.07.26 16:33:03 -0400 DATE: **Jul 26, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.26 16:59:13 -0400 DATE: **Jul 26, 2018**

Bid Tabulation
City of High Point, North Carolina
Asphalt- City Wide
Bid 03-072518 / Wednesday, July 25, 208

Vendor	Addendum	Proposal Form	Total Bid
Blythe Construction	NA	Complete	\$258,097.00
Sharpe Brothers	NA	Complete	\$308,550.00
APAC-Atlantic, Inc Thompson-Arthur Division	NA	Complete	\$309,600.00
	NA		
	NA		
	NA		
	NA		

CITY OF HIGH POINT

AGENDA ITEM



Title: Knuckleboom Truck

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendation

Meeting Date: August 6, 2018

Advertising Date / N/A

Advertised By: N/A

PURPOSE:

The Environment Services Division of Public Services has a 2011 Freightliner knuckleboom truck in need of replacement due to age and hours. Using the North Carolina Sheriffs' Association Contract 19-03-0504 a Freightliner M2 with a Petersen knuckle boom loader body is being recommended for council approval.

BACKGROUND:

The Environment Services Division is currently using a 2011 Freightliner knuckleboom truck with over 115,150 miles. The maintenance costs have steadily increased over the past couple of years and replacement is being recommended before major repairs are needed. These trucks are used for bulk refuse collection, appliances, storm debris, etc. The Freightliner M2 with a Petersen knuckleboom loader is similar to the ones they are currently using and will meet their needs. The price of \$153,778.85 is for the truck, training, and delivery. The estimated delivery is 90-120 days.

BUDGET IMPACT:

Funds are available in 2018-19 budget

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing a Freightliner M2 with a Petersen knuckle boom loader body from Amick Equipment. Recommendation also includes declaring the old truck as surplus and disposing through the online auction process.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Fleet Services**

COUNCIL AGENDA DATE: **August 6, 2018**

BID NO.: **NC Sheriffs' Contract** CONTRACT NO.: **19-03-0504** DATE OPENED:

DESCRIPTION:
Freightliner M2 with a Petersen knuckle boom loader body

PURPOSE:
The Environment Services Division is currently using a 2011 Freightliner knuckleboom truck with over 115,150 miles. The maintenance costs have steadily increased over the past couple of years and replacement is being recommended before major repairs are needed.

COMMENTS:
The price of \$153,778.85 is for the truck, training, and delivery. The estimated delivery is 90-120 days.

RECOMMEND AWARD TO: **Amick Equipment** AMOUNT: **\$ 153,778.85**

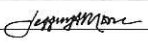
JUSTIFICATION:
Using this bid allows the City of High Point to take advantage of the volume discount offered through the NC Sheriffs' Association contract

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$ 153,778.85
TOTAL BUDGETED AMOUNT				\$ 153,778.85

DEPARTMENT HEAD: **Gary L. Smith** Digitally signed by Gary L. Smith
DN: cn=Gary L. Smith, o=City of High Point, ou=Fleet Services, email=gary.smith@highpointnc.gov, c=US
Date: 2018.07.25 16:38:57 -0400 DATE: **Jul 25, 2018**

The Purchasing Division concurs with recommendation submitted by the **Fleet Services and recommends award to the lowest responsible, responsive bidder **Amick Equipment** in the amount of \$ **153,778.85**.**

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=ou, email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.26 13:05:57 -0400 DATE: **Jul 26, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jffmoore@highpointnc.gov, c=US
Date: 2018.07.26 13:38:51 -0400 DATE: **Jul 26, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.26 13:46:25 -0400 DATE: **Jul 26, 2018**

CITY OF HIGH POINT

AGENDA ITEM



Title: Construction Management- N. Elm Street Utility Improvements
Hazen and Sawyer

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director **Meeting Date:** August 6, 2018
Robby Stone – Public Services Asst. Director

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Attachment A – Hazen and Sawyer- Scope and Fee Proposal

PURPOSE:

The Public Services Department is requesting approval of the proposal from Hazen and Sawyer to perform construction management for the water, sewer and stormwater improvements to be installed in North Elm Street adjacent to the Catalyst project.

BACKGROUND:

The scope of the utility improvement project (Phase I) includes the replacement, upgrade, and abandonment of the water, sanitary sewer and storm sewer located within the 200, 300, and a portion of the 400 block of N. Elm Street. Future phase(s) will include utility replacement in W. English Road and N. Lindsay Street.

Hazen will work as the Contract Administrator for the City, working with the CMAR and City of High Point to provide construction services (field and office services) during the project. The schedule for the project is 170 days to completion with approximately 150 days of inspection services. It is expected this project will include night and weekend work to complete the project within schedule.

BUDGET IMPACT:

Funds for this project are available in the FY 2018-19 budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval and asks for the Council to award the professional engineering services to Hazen and Sawyer in the amount of \$214,329.00.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services**

COUNCIL AGENDA DATE: **8-6-18**

BID NO.: **N/A** CONTRACT NO.: **N/A** DATE OPENED: **Jul 26, 2018**

DESCRIPTION:

The Public Services Department is requesting approval of the proposal from Hazen and Sawyer to perform construction management for the water, sewer and stormwater improvements to be installed in North Elm Street adjacent to the Catalyst project.

PURPOSE:

Oversee the Phase 1 Catalyst Project

COMMENTS:

N/A

RECOMMEND AWARD TO: **Hazen** AMOUNT: **214,329.00**

JUSTIFICATION:

N/A

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
421779	527105	421181029120	40206	\$71,443.00
421779	527105	421181029220	40206	\$71,443.00
671732	527105	671181023120	40206	\$71,443.00
TOTAL BUDGETED AMOUNT				214,329.00

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public
Services, email=terry.houk@highpointnc.gov, c=US
Date: 2018.07.26 14:39:34 -0400 DATE: **7-26-18**

The Purchasing Division concurs with recommendation submitted by the **Public Services** and recommends award to the lowest responsible, responsive bidder **Hazen** in the amount of \$ **214,329.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.26 16:02:05 -0400 DATE: **Jul 26, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=jeff.moore@highpointnc.gov, c=US
Date: 2018.07.26 16:59:44 -0400 DATE: **Jul 26, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.26 17:00:13 -0400 DATE: **Jul 26, 2018**



Hazen and Sawyer
629 Green Valley Road, Suite 200
Greensboro, NC 27408

July 22, 2018

Terry Houk
Public Services Director
City of High Point
211 S. Hamilton Street
High Point, NC 27261

Re: Scope and Fee Proposal for the Construction Management of the Mixed Use Development - Utility Improvements Project

Dear Mr. Houk:

Hazen and Sawyer appreciated the opportunity to submit the enclosed proposal to provide Construction Management and Resident Project Representative Services as described below for the City of High Point Mixed Use Development Utility Improvements Project. (the "Project")

Contract Scope: The scope of the Project includes the replacement, upgrade, and abandonment of the water, sanitary sewer and storm sewer along with the installation of underground ductbank to replace the existing above grade assets. The project will be delivered in the Construction Manager at Risk (CMAR) method by Garney Construction.

Hazen will work as the Contract Administrator for the City, working with the CMAR and the City of High Point to provide a quality product meeting or exceeding the City of High Point's standards.

Contract Schedule: The first phase of this scope will include the construction of the utility improvements on North Elm Street and the project scope bid on Thursday, July 19, 2018. The schedule for this project is 170 days, with approximately 150 days of inspection services. It is expected this project will include night and weekend work to complete in the 150 day schedule.

Tasks: The following major tasks are anticipated as part of this project:

1. Construction Field Services
2. Construction Office Services

1. Construction Field Services

Inspection Services: Hazen will provide full-time inspection services for the installation of all four utilities. The Resident's Project Representative's responsibilities will include inspecting the work performed by the CMAR and their subcontractor's, record, photograph and report their findings back to the construction team.

Field Inspection Services will be billed by the hour at a negotiated rate with a not to exceed ceiling.

- The Resident Project Engineer (RPR) will be a full time employee on the project and will work with the City, Contractor Team and consultants as necessary to complete the project.
- The RPR Not to Exceed (NTE) assumes a 50 hour work week to account for night and weekend work as necessary to complete the project. The CMAR estimates a total construction time of 170 days, 150 calendar days of work time. The basis for the NTE is 150 days (7 days/week) = 22 weeks for 1,100 man hours.
- RPR Rate @ \$110/hour equals a Not to Exceed of \$121,000 for RPR Tasks.

2. Construction Office Services

Construction Phase services will also include the Office services as described below.

Construction Clarification, Work Changes and Claims: Hazen and Sawyer will review questions related to the water and electrical scopes and coordinate other items to the appropriate consulting firms. Hazen will prepare Work Change Directives and Change Orders documentation when necessary to access project contingency funds.

Shop Drawings and Submittals: Hazen expects to review administrative submittals including the baseline progress schedule, shop drawing schedule, schedule of values, monthly progress schedule updates, and monthly progress payment requests at a minimum. Other shop drawings will include material related items and action plans for closures, tie-ins, testing, etc. Hazen will also be responsible for routing the shop drawings to the appropriate consultant team for their respective reviews.

Meetings: Hazen office and field staff will attend onsite progress meetings and coordination meetings. The CMAR will be responsible for agendas, minutes, and coordination required for these meetings.

Construction Materials Testing: Hazen excludes all third party construction materials testing required from this contract but is expected to work with the City's selected testing agency for coordination when needed. Hazen will aide in selection and review of scope for this contract if desired by the City.

Startup and Testing: Hazen will provide technical support during startup and testing of all systems per the contract documents associated with the project.

Record Drawings: Hazen will prepare record drawings for Hazen's design scope and coordinate with the CMAR and other consulting firms to provide a comprehensive document for the project.

Fee Structure: Hazen will provide the services described above for a lump sum fee of \$93,329.00.

Please find Table 1 below summarizing the total effort for this project. Lump Sum and Not to Exceed items have been noted.

Summarized Fee for the MUD Utility Improvements

Task	Fee	Type
Construction Services - Field	\$121,000	Cost Ceiling - Not to Exceed; Billed by fixed categorical rates per Table 2.
Construction Services - Office	\$93,329	Lump Sum
Total Contract Value	\$214,329.00	

Table 2 – Categorical Billing Rates

Task	Fee per hour
Resident Project Representative	\$110

Please feel free to contact us at any time if you have any questions or would like to meet to discuss the items enclosed. Thank you again for the opportunity and we look forward to continuing to work for the City of Greensboro.

Best Regards,



Alan L. Stone, PE
Vice President

Enclosure: Fee Breakdown

cc: Aaron D. Babson, PE

**RESOLUTION OF HIGH POINT CITY COUNCIL
AUTHORIZING THE LEASE OF PROPERTY**

WHEREAS, North Carolina General Statute § 160A-272 authorizes the City to enter into lease agreements of one year or less without public notice, pursuant to a resolution of City Council authorizing the execution of the lease, adopted at a regular meeting; and

WHEREAS, the City Council is convened in regular meeting on the date so noted below; and

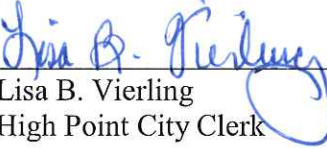
WHEREAS, the City of High Point ("City") owns property located at 131 1-D James Road; and

WHEREAS, the City finds that the property will not be needed by the City for the term of the lease and will generate revenue of \$435 per month from monthly rents.

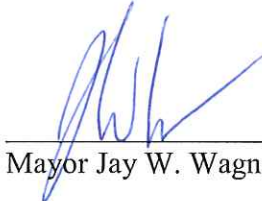
NOW THEREFORE BE IT RESOLVED that the City Council hereby approves the Lease Agreement for the Property located at 131 1-D James Road, High Point, North Carolina for a period not to exceed one year, for rental payment of \$435.00 per month, and hereby authorizes the City Manager to execute any instruments as necessary.

Adopted, this the 6th day of August, 2018.

Attest:



Lisa B. Vierling
High Point City Clerk



Mayor Jay W. Wagner

APPROVED
High Point City Council
August 6, 2018

CITY OF HIGH POINT AGENDA ITEM



Title: Patch Truck

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendation

Meeting Date: August 6, 2018

Advertising Date / N/A

Advertised By: N/A

PURPOSE:

The Streets Division of Public Services has a 2008 Ford F750 Asphalt Patch truck in need of replacement due to age and hours. Using the NC Sheriffs' Contract # 19-03-0504, a 2018 Freightliner with a Bergkamp Patch body from Carolina Industrial Equipment is being recommended for council approval.

BACKGROUND:

The Streets Division is currently using a 2008 Ford F750 Asphalt Patch truck and over the past year, maintenance costs have continued to increase. As a result, we believe the patch truck is at the end of its useful life. This equipment is used to perform multiple tasks related to repairing potholes and general asphalt maintenance. The 2018 Freightliner with a Bergkamp Patch body has been evaluated and will meet their needs. The price of \$214,832 is for one patch truck, training, and delivery. The estimated delivery is 180-240 days.

BUDGET IMPACT:

Funds are available in 2018-19 budget

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing a 2018 Freightliner with a Bergkamp Patch Truck from our local supplier Carolina Industrial Equipment. Recommendation also includes declaring the old patch truck as surplus and disposing through the online auction process.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Fleet Services**

COUNCIL AGENDA DATE: **August 6, 2018**

BID NO.: **NC Sheriffs' Contract** CONTRACT NO.: **19-03-0504** DATE OPENED:

DESCRIPTION:
2018 Freightliner with a Bergkamp Patch body

PURPOSE:
The Street Division is currently using a 2008 Ford F750 Asphalt Patch truck and over the past year, maintenance costs have continued to increase. As a result, we believe the patch truck is at the end of its useful life.

COMMENTS:
The price of \$214,832 is for the truck, training, and delivery. The estimated delivery is 120-180 days.

RECOMMEND AWARD TO: **Carolina Industrial Equipment** AMOUNT: **\$ 214,832**

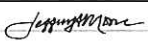
JUSTIFICATION:
Using this bid allows the City of High Point to take advantage of the volume discount offered through the NC Sheriffs' Association contract

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$ 214,832
TOTAL BUDGETED AMOUNT				\$ 214,832

DEPARTMENT HEAD: **Gary L. Smith** Digitally signed by Gary L. Smith
DN: cn=Gary L. Smith, o=City of High Point, ou=Fleet Services, email=gary.smith@highpointnc.gov, c=US
Date: 2018.07.25 16:38:57 -0400 DATE: **Jul 25, 2018**

The Purchasing Division concurs with recommendation submitted by the **Fleet Services and recommends award to the lowest responsible, responsive bidder **Carolina Industrial Equip.** in the amount of \$ **214,832.00****

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.26 12:42:46 -0400 DATE: **Jul 26, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
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Date: 2018.07.26 13:36:37 -0400 DATE: **Jul 26, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
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Date: 2018.07.26 13:38:00 -0400 DATE: **Jul 26, 2018**

CITY OF HIGH POINT

AGENDA ITEM



Title: Cigna Contract Renewal – Employee Health Care

From: Angela Kirkwood, Director of Human Resources

Meeting Date: August 20, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Cigna Healthcare Contract

PURPOSE:

Renew the contract between Cigna Healthcare and the City of High Point for city employee's healthcare coverage plan year of January 1, 2019 to December 31, 2019.

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 Manager's Meeting on Monday, July 9, 2018, Mark Browder of Mark III Employee Benefits, briefed the City Council on the Medical Plan and Dental Plan Renewal options.

BUDGET IMPACT:

Cigna Healthcare medical costs increased by 1.58%. The annual costs are \$16,574,575. There was no increase in the Cigna's dental coverage, and the annual cost is \$846,000. Staff will initiate conversations with healthcare providers during the first quarter of 2019, and present options to City Council in the Summer for the January 1, 2020 to December 31, 2020, plan year. I budgeted funds in the recently adopted budget to cover this contract.

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, 2019 to December 31, 2019.



Medical and Dental Plan Renewal 2019

City Manager/City Council Overview –
August 10, 2018 Revised (item #IV)

I. Historical Information

a. Average change in Cigna Health Care Costs per year

Year beginning 4-1-15 = 0.00%
Year beginning 1-1-16 = 4.91%
Year beginning 1-1-17 = 5.0%
Year beginning 1-1-18 = 7.85%
Year beginning 1-1-19 = 5.00%

II. 2018 Medical Plan Review

- 2018 renewal was a competitive 12.2% increase, based on claims experience
- The Plan was bid to various North Carolina providers for cost comparison
- Other carriers did not present competitive rates

Renewal Efforts

- The original CIGNA renewal started out in the low-teens and was later reduced to an 1.58% increase, which is below expected and below budget.
- However, with the city's intent to consider self-funding, a 5% increase was approved in the budget and will be cost applied to the new plan year to help build a reserve.

III. Comparison of Fully Insured Renewal FY 2018 vs FY 2019

a. 2018 vs 2019 Plan Year Costs

Current Actual cost = \$16,385,607 Renewal cost = \$17,188,000

Bi-Weekly Employee Premium Comparison

Coverage Level	2018	2019	Change
Employee Only	\$38.82	\$29.89	-\$8.93
Employee/Spouse	\$175.03	\$187.63	+\$12.60
Employee/Children	\$135.37	\$151.04	+\$15.67
Employee/Family	\$198.94	\$224.36	+\$25.42



Medical and Dental Plan Renewal 2019

Monthly Retiree Premium Comparison

Coverage Level	2018	2019	Change
Retiree Only	\$673.03	\$706.68	+\$33.65
Retiree/Spouse	\$955.03	\$1079.92	+\$124.89
Retiree/Children	\$986.32	\$1109.61	+\$123.29
Retiree/Family	\$1,112.18	\$1,308.73	+\$195.55

Key Points:

- Renewal cost total is an **increase** of approximately \$802,393 over the current year or 5.0 %
- Current plan costs were trending at about 12.2% increase, so a 5% increase is an excellent renewal to maintain costs and build the insurance reserve
- The City's projected costs are based on plan utilization, paid and pending claims and projections based on prior years' utilization
- The projections are a result of comparing current/prior utilization with regional and national averages

IV. Spousal Surcharge

- Each year the City evaluates our healthcare program to determine our competitiveness in the market and to minimize cost to the city and staff.
- On July 16 we discussed with Council a plan to control costs where spouses who have coverage through another employer, must take that coverage. After hearing feedback from our employees and reviewing alternatives, we will implement a \$150.00 monthly surcharge effective January 1, 2019. This reduces the undue financial hardship on many of our employees whose spouses have much more expensive insurance coverage.
- The spousal surcharge provides additional revenue to offset spousal claims and increases our Insurance Reserve Fund. These changes also apply to our retirees.

V. Affordable Care Act Costs

	<u>Fully Insured</u>	<u>Self-Funded</u>
Healthcare Reform Transitional Reinsurance Fee (2014-2016)	\$0 (included w/Cigna cost)	\$0 (send to IRS directly)
Healthcare Reform FI Fee (3% estimate of premium)	\$0	(not required)
Healthcare Reform PCORI Fee	\$6154 (Included w/Cigna cost)	\$6154 (send to IRS directly)



Medical and Dental Plan Renewal 2019

VI. Medical Plan Recommendation

- **Remain fully insured**
- **Retain current benefits, with no change to plan deductibles or annual out-of-pocket maximums**
- **Increase plan funding by 5.0%**
- **The 5.0% increase should be distributed equitably between the City, employees and retirees**
- **Use Dependent Verification to help reduce plan overall costs**

Things to remember:

- We anticipate a more challenged fully insured renewal for 2019, based on the aggressive 2019 renewal from CIGNA.
- In January 2020, the Human Resources Department will reconsider market proposals for a fully-insured and self-insured options and recommend long-term funding options.
- If self-funding is both feasible and fiscally plausible, then the planning process will begin for the funding transition.

VII. 2019 Dental Plan Review

Current cost = \$847,000

Renewal cost = \$846,000

Basic Plan Monthly Employee/Retiree Premium

Coverage Level	2018	2019	Change
EE Only	\$2.35	\$2.35	+\$0
EE/ Spouse	\$11.76	\$11.76	+\$0
EE/ Children	\$13.82	\$13.82	+\$0
EE/ Family	\$13.82	\$13.82	+\$0

Premium Plan Monthly Employee/Retiree Premium

Coverage Level	2018	2019	Change
Employee Only	\$7.06	\$7.06	+\$0
Employee/Spouse	\$21.17	\$21.17	+\$0
Employee/Children	\$22.34	\$22.34	+\$0
Employee/Family	\$27.34	\$27.34	+\$0

- Plan Calls for a 0% increase based on claims
- For 2019, the recommendation is for a 0% increase



Medical and Dental Plan Renewal 2019

VIII. Dental Plan Recommendation

- **Retain current benefits**
- **Retain current funding**
- **Continue to split the cost of dental plan the same as prior year**

IX. Other Benefits

The City will continue to offer Voluntary products including: Vision (Community Eye Care), Critical Illness (Unum), Accident (Aflac), Whole Life (Texas Life), Term Life (Standard) and Short/Long Term Disability (Unum).

X. Summary

The Human Resources Department recommends accepting the low renewal rate offered by Cigna which requires remaining as a fully-insured plan. Human Resources staff will continue to seek, consider and evaluate plans to transition to a self-funded plan effective January 1, 2020, if it makes good business sense. This strategic, aggressive move should yield enough savings to establish and increase reserve revenues to effectively navigate the unpredictable self-insured market should that transition be made.

XI. Decision Timeline

July 16, 2018	- Discuss renewals with City Council
August 20, 2018	- City Council makes 2019 benefit decision
September 3, 2018	- Renewal documents from CIGNA signed
October 2, 2018	- Draft Enrollment material produced
October 22, 2018	- Web-based Open Enrollment starts
Oct 22 – Nov 2, 2018	- Onsite Open Enrollments starts
December 1, 2018	- Data transmitted to the carriers
January 1, 2019	- ID Cards delivered to members

**RESOLUTION APPROVING SALE OF PERSONAL PROPERTY
BY PRIVATE NEGOTIATION AND SALE PURSUANT TO N.C.G.S. 160A-266**

WHEREAS, the City of High Point ("City") is owner of a police canine ("Canine Orko") that has proven to be ineffective for its role and has therefore become surplus; and

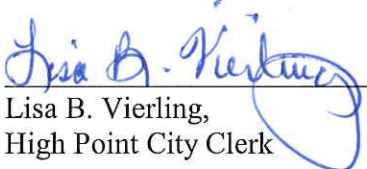
WHEREAS, N.C.G.S. 160A-266 authorizes the City to dispose of surplus property by private negotiation and sale with respect to personal property valued at less than \$30,000, upon authorization of the City Council at a regular meeting and notice to the public; and

WHEREAS, Canine Orko is considered personal property and is valued at an amount less than \$30,000;

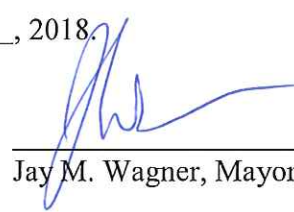
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of High Point pursuant to the North Carolina General Statute 160A-266 that the personal property known as Canine Orko is valued less than \$30,000, is hereby declared surplus and the City Manager is authorized to sell Canine Orko by private negotiation and sale.

Adopted this the 6th day of August, 2018.

Attest:



Lisa B. Vierling,
High Point City Clerk



Jay M. Wagner, Mayor



APPROVED

High Point City Council
August 6, 2018

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution for Lease of 131 1-D James Road
Public Disclosure and Attorney Opinion

From: JoAnne Carlyle

Meeting Date: Monday, August 6, 2018

Public Hearing: No

Advertising Date:

Advertised By:

Attachments: Resolution

Background/Purpose:

City Council is requested to adopt a Resolution for the lease of City owned property located at 131 1-D James Road. The term of the lease agreement will be for a period less than one year.

The real property being leased was funded in whole, or in part, with federal Neighborhood Stabilization Program monies and the Lessee for this property is a City employee. Due to these circumstances, the federal regulations require public disclosure of such, confirming there are no conflicts of interests or that there is an exception to any that exist, and a legal opinion confirming that there are no violations of state or local law.

Budget Impact

\$435 per month up to twelve months

Recommendation:

Council adopt a resolution approving a Lease Agreement of 131 1-D James Road at a rate of \$435 per month. Council should take notice of the public disclosure that the Lessee is an employee of the City, however there are exceptions to any conflicts that might prevent the leasing of this property to the employee. Furthermore, it is the opinion of the City Attorney that any such exception would not violate State or local law.

**RESOLUTION OF HIGH POINT CITY COUNCIL
AUTHORIZING THE LEASE OF PROPERTY**

WHEREAS, North Carolina General Statute § 160A-272 authorizes the City to enter into lease agreements of one year or less without public notice, pursuant to a resolution of City Council authorizing the execution of the lease, adopted at a regular meeting; and

WHEREAS, the City Council is convened in regular meeting on the date so noted below;
and

WHEREAS, the City of High Point (“City”) owns property located at 131 1-D James Road; and

WHEREAS, the City finds that the property will not be needed by the City for the term of the lease and will generate revenue of \$435 per month from monthly rents.

NOW THEREFORE BE IT RESOLVED that the City Council hereby approves the Lease Agreement for the Property located at 131 1-D James Road, High Point, North Carolina for a period not to exceed one year, for rental payment of \$435.00 per month, and hereby authorizes the City Manager to execute any instruments as necessary.

Adopted, this the 6th day of August, 2018.

Mayor Jay W. Wagner

Lisa B. Vierling
High Point City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Tandem Axle Dump Trucks

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendation

Meeting Date: August 6, 2018

Advertising Date / N/A

Advertised By: N/A

PURPOSE:

The Water & Sewer Mains Division of Public Works has two tandem axle dump trucks in need of replacement due to age and increasing maintenance costs. Using the NC Sheriffs' Contract 19-03-0504, the 2019 Western Star tandem axle dump truck is being recommended for council approval.

BACKGROUND:

The Water & Sewer Residuals Division has two 2008 Sterling tandem axle dump truck with maintenance costs that have steadily increased over the past couple of years. We recommend replacement based on age and overall condition. The trucks are used daily for transporting rock, dirt, and other materials needed in maintaining water main lines. The Western Star tandem axle trucks are similar to the ones they are currently using and will meet their needs. The price of \$126,090 is for one truck, body installation, and delivery. Total of \$252,180 for both. Estimated delivery is 180-240 days.

BUDGET IMPACT:

Funds are available in 2018-19 budget

RECOMMENDATION / ACTION REQUESTED:

The Fleet Services Department recommends purchasing the 2019 Western Star tandem axle trucks with dump bodies from Piedmont Truck Center. Recommendation also includes declaring the old trucks as surplus and disposing through the online auction process.



Existing



Proposed



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Fleet Services**

COUNCIL AGENDA DATE: **August 6, 2018**

BID NO.: **NC Sheriffs' Association** CONTRACT NO.: **19-03-0504** DATE OPENED:

DESCRIPTION:
2019 Western Star tandem axle dump trucks

PURPOSE:
The Water & Sewer Residuals Division has two 2008 Sterling tandem axle dump truck with maintenance costs that have steadily increased over the past couple of years. We recommend replacement based on age and overall condition. The trucks are used daily for transporting rock, dirt, and other materials.

COMMENTS:
The price of \$126,090 is for one truck, body installation, and delivery. Total of \$252,180 for both. Estimated delivery is 180-240 days.

RECOMMEND AWARD TO: **Piedmont Truck Center** AMOUNT:

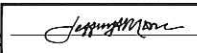
JUSTIFICATION:
Using this bid allows the City of High Point to take advantage of the volume discount offered through the NJPA contract

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			\$ 252,180
TOTAL BUDGETED AMOUNT				\$ 252,180

DEPARTMENT HEAD: **Gary L. Smith** Digitally signed by Gary L. Smith
DN: cn=Gary L. Smith, o=City of High Point, ou=Fleet Services, email=gary.smith@highpointnc.gov, c=US
Date: 2018.07.27 10:24:49 -0400 DATE: **Jul 27, 2018**

The Purchasing Division concurs with recommendation submitted by the **Fleet Services** and recommends award to the lowest responsible, responsive bidder **Piedmont Truck Center** in the amount of \$ **252,180.00**

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=, ou=, email=erik.conti@highpointnc.gov, c=US
Date: 2018.07.27 10:32:45 -0400 DATE: **Jul 27, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
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Date: 2018.07.27 13:34:53 -0400 DATE: **Jul 27, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.07.27 13:38:31 -0400 DATE: **Jul 27, 2018**