



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

Manager's Report

May 18, 2016

Submitted by Martin G. Howe

General Updates

1. North 25th Street Glass & Zinc Site – The U.S. EPA, Region 3 Public Meeting will be on Tuesday, May 24th from 6pm-8pm at St. James Parish Center, North 21st Street, regarding the site proposal to the EPA's Superfund National Priorities List (NPL).
2. Jackson Square Restroom Renovation – Pre-Bid meeting was Wednesday, May 11th at the Rocky's Building, approximately eleven (11) general contractors and sub-contractors attended the Pre-Construction meeting. The bid opening was held Wednesday, May 18th at 2pm. Four (4) bids were received. Veritas Contracting (Morgantown) submitted the low bid in the amount of \$179,959.00. Recommend Council appropriate \$123,324 from Stabilization Fund (Rainy Day) to the Parking Authority for this project.
3. Parking Authority – Will be meeting Thursday, May 19th at 9am to consider awarding the Jackson Square Restroom Project and entering into a lease for parking with State of WV Department of Administration for (100) monthly parking spaces.
4. Department of Highways –
 - a) Pike Street – The DOH will be bidding the resurfacing of Pike Street from near Oak Street (Rt. 50 overpass) to near the triangle at the West End.
 - b) Rt. 98 – DOH is currently bidding the resurfacing of approximately 1.7 miles of Rt. 98.
5. Workers' Compensation Insurance – The City is in the process of advertising for Agent of Record for Workers' Compensation Insurance Program. The proposals are due Friday, June 10th. The committee consisting of Vice Mayor Malfregeot, Councilman Caplan as well as Finance Directors Ferrari and Karakiozis and myself will interview firms Wednesday/Thursday, June 15th and 16th. Council will consider authorizing Agent of Record on Thursday, June 16th.

Economic Development

1. Robinson Grand – Historical Tax Credits – The Part I Application – evaluation of significance has been submitted to the WV Division of Culture and History.
2. Infrastructure –
 - a) Lowndes Hill – The low bid was submitted by Bear Contracting (Clarksburg) in the amount of \$748,819. Four (4) firms submitted bids. Recommend Council award this Bid.
 - b) Sycamore Street Project – The low bid was submitted by Bilco Construction (South Charleston) in the amount of \$366,901. Four (4) firms submitted bids. Recommend Council award this Bid.
 - c) The USDA Bond Pre-Closing will be on Thursday, May 26th. We are in the process of scheduling a Pre-Construction meeting for Wednesday, June 1st for both projects as well as issuing a Notice to Proceed to both contractors for the projects.
3. Ribbon Cutting – Boost Mobile by Preferred Wireless – Thursday, May 26th at 12:00 noon, located at 532 W. Main Street, Clarksburg.

Sanitary Board

1. Sanitary Board – Approved the proposed budget (\$7,634,800) for Fiscal Year 2016-2017. The Revenue Fund consists of \$5,880,800 and the Renewal and Replacement Fund is \$1,754,000.

Police & Fire

Police –

- a) Civil Service Update – The Police Civil Service had a meeting on Friday, May 13th to consider the reinstatement of Ethan Walker. The reinstatement was approved. Mr. Walker will be reinstated upon a vacancy occurring within the Police Department.
- b) Downtown Foot Patrol – The Chief will be assigning an officer to foot patrol from 9am – 4pm Monday – Friday, once the staffing level is adequate.