City Council of Hyattsville, Maryland

AGENDA
City Council Regular Meeting
Monday, July 18, 2016
8:00 PM

Council Chambers
Hyattsville Municipal Building
4310 Gallatin Street, 3rd Floor
Hyattsville, MD 20781
(301) 985-5000 www.hyattsville.org

<u>CITY COUNCIL</u>
Mayor Candace B. Hollingsworth
Edouard Haba, Council President, Ward 4
Bart Lawrence, Council Vice President, Ward 1
Kevin Ward, Ward 1
Robert S. Croslin, Ward 2
Shani N. Warner, Ward 2
Patrick A. Paschall, Ward 3
Thomas Wright, Ward 3
Paula J. Perry, Ward 4
Ruth Ann Frazier, Ward 5
Joseph Solomon, Ward 5

<u>ADMINISTRATION</u>
Tracey E. Nicholson, City Administrator
Laura Reams, City Clerk, 301-985-5009, lreams@hyattsville.org

WELCOME TO THE CITY OF HYATTSVILLE CITY COUNCIL MEETING! Your participation at this public meeting is valued and appreciated.

Agenda/Packet: The Agenda/Packet is available for review at the Hyattsville Municipal Building and online at www.hyattsville.org prior the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the City Clerk's Office at (301) 985-5009. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Audible Devices: Please ensure all audible devices are turned off or otherwise not audible when the City Council is in session. Thank you.

Consent Agenda: Items listed on the Consent agenda are considered to be routine in nature, and are normally approved by one motion. Please note that most items on the Consent agenda have been discussed at a previous meeting. If a Councilmember wishes to comment on a particular item, that item shall be removed from the Consent agenda to "action" to allow for additional discussion.

Public Input: If you wish to address the Council during the Public Comment period, please submit an Audience Participation Form to the City Clerk prior to the beginning of the meeting. Matters identified during Public Comment that are not on that meeting's agenda will be referred to staff for follow-up or considered on a future agenda. Issues that require a response will be addressed publically at the next regular Council meeting. Speakers are requested to keep their comments to no more than two (2) minutes per speaker. Written comments or supporting documents may be turned in to the City Clerk for distribution to the Mayor and Council.

Ways to Watch the Meetings Live: City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2

Replay Schedule: The meetings will be re-broadcast on cable television, channel 71 (Comcast) and channel 12 daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at www.hyattsville.org/councilagendas.

City Information: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

Inclement Weather: In the event of inclement weather, please call 301-985-5000 to confirm the status of the Council meeting.

Twitter Facebook Instagram Vimeo

1. **Call to Order and Council Roll Call**

2. **Pledge of Allegiance to the Flag**

3. **Moment of Silence in Honor of Hyattsville Resident Dorothy Jones**

4. **Approval of Agenda**

5. **Approval of the Minutes**
   5.a) Approval of the Minutes
   I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: (1) Council Meeting of May 2, 2016, (2) Special Council Meeting of May 12, 2016, (3) Council Meeting of May 16, 2016, and (4) Public Hearing of June 6, 2016.
   Motion #: 01-07-FY17
   Sponsor(s): At the Request of the City Administrator

   May 2 2016 Minutes FINAL.docx

   May 12 2016_Minutes_FINAL.docx

   May 16 2016 Minutes_FINAL.docx

   Jun 6 PH minutes_FINAL.docx

6. **Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker**

7. **Presentations (8:20 p.m. – 8:30 p.m.)**
   7.a) City Administrator Update (5 minutes)
   Motion #: Presentation Only
   Sponsor(s): At the Request of the City Administrator

   7.b) Update of FY-2015 Audit (5 minutes)
   Motion #: Presentation Only
   Sponsor(s): At the Request of the City Administrator

8. **Consent Items (8:30 p.m. – 8:35 p.m.)**
   8.a) Schedule Public Hearing, August 1, 2016
   I move that the Mayor and Council schedule a public hearing on August 1, 2016 at 7:00 PM in order to hear public comment on the Proposed Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in the City of Hyattsville in an aggregate principal amount not exceed $17,750,000 and a interest rate not to exceed 5% per annum.
   Motion #: 02-07-FY17
   Sponsor(s): At the Request of the City Administrator

   DOCS-#188500-v3-2016_Hyattsvile_UTC_Notice_of_Public_Hearing.DOCX

   8.b) Appointments to the Health, Wellness and Recreation Advisory Committee

I move that the Mayor and Council appoint Lauren Comeau (Ward 1) and Julia Crooks (Ward 2) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on July 19, 2018.
Motion #: 03-07-FY17
Sponsor(s): Lawrence, Warner, Solomon

Comeau_ Redacted HWRAC.pdf

Crooks_Redacted HWRAC.pdf

8.c) Cintas Uniform Company Contract
I move that the Mayor & Council approve the contract with Cintas Uniform Company not to exceed $15,500.00 per year, upon the review and approval of the City Attorney for legal sufficiency.
Motion #: 04-07-FY17
Sponsor(s): At the Request of the City Administrator

8.d) ADA Compliance and Accommodation on Intersections Along Nicholson Street
I move that the Mayor and Council approve the contract with Team Cam for the ADA accommodations on Nicholson St, not to exceed $18,000.00 and upon the review and approval by the City Attorney for legal sufficiency.
Motion #: 05-07-FY17
Sponsor(s): At the Request of the City Administrator

ADA work Est_2827_from_Team_Cam_LLC_6656.pdf

8.e) NZI Construction, Inc. Contract
I move that the Mayor & Council approve the contract with NZI Construction Inc. not to exceed $3,000,000.00 upon the review and approval by the City Attorney for legal sufficiency.

Motion #: 06-07-FY17
Sponsor(s): At the Request of the City Administrator

Prince Georges County Contract 910-H.pdf

8.f) Website Contract Renewal - CivicPlus
I move that the Mayor and Council renew the contract with CivicPlus for website provision and maintenance in an amount not to exceed $13,687.99, upon the review and approval by the City Attorney for legal sufficency.
Motion #: 07-07-FY17
Sponsor(s): At the Request of the City Administrator

9. Action Items (8:35 p.m. - 8:55 p.m.)

9.a) Hyattsville CDC: Request for Maryland DHCD Community Legacy Letter of Support (10 minutes)
I move to authorize the Mayor, on behalf of the City of Hyattsville, to provide to the Hyattsville Community Development Corporation a letter of support for its Community Legacy grant application for up to $23,000 to the Maryland Department of Housing & Community Development. The funds are intended to support the printing and installation of

artistic vinyl wraps on the traffic boxes located at signalized intersections throughout the City.
Motion #: 08-07-FY17
Sponsor(s): Hollingsworth, Haba, Lawrence
HCDC CL Application Support.pdf

9.b) Hyattsville Resolution 2016-03: Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in City of Hyattsville (10 minutes)

I move that the Mayor and Council introduce Hyattsville Resolution 2016-03 for the Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in the City of Hyattsville in an aggregate principal amount not to exceed $17,750,000, at an interest rate or rates not to exceed 5% per annum. This issue will be for the purpose of refunding or advance refunding in whole or in part the outstanding City of Hyattsville Special Obligation Bonds (University Town Center Project), Series 2004 and funding or paying other costs permitted within RESOLUTION 2016-03. Additionally, RESOLUTION 2016-03 provides that such refunding bonds and the interest thereon shall never constitute a general obligation debt of, or a pledge of the City's full faith and credit or taxing powers; such refunding bonds shall be payable solely from special taxes levied on property within the University Town Center Special Taxing District in accordance with the existing Rate and Method identified in RESOLUTION 2016-03. RESOLUTION 2016-03 authorizes the Mayor by executive order (as permitted by the Special Taxing District Act) to make certain approvals and determinations relating to any such refunding bonds and the documents relating thereto. (FIRST READING).
Motion #: 09-07-FY17
Sponsor(s): At the Request of the City Administrator
DOCS-#188483-v3-2016_Hyattsville_Resolution_re__UTC_Refunding_Bonds.DOCX

10. Discussion Items (8:55 p.m. – 10:05 p.m.)
10.a) Recommendation: Designation of a Residential Parking Zone for 5100/5102 41st Avenue and 4100 block Farragut Street (10 minutes)
Motion #: N/A: No Council Action Required At This Time
Sponsor(s): At the Request of the City Administrator
Memo_Residential_Parking_Farragut_41_Ave-3.docx

Proposed On Street Parking_Gallatin St_Top of the Park_07122016.pdf

Resident Parking Zone Survey.pdf

10.b) University Hills Project Update (20 minutes)
Motion #: TBD: Phase 2 Scope/Funding Scheduled for Action on 8/1/16
Sponsor(s): At the Request of the City Administrator
Sidewalk_Constructability_Evaluation_-_Summary_16.doc

160523 - Sidewalk Evaluation Worksheet University Hills

Memo_University Hills Staff Eval_2016_Final.docx

10.c) Bigbelly Waste and Recycling System (10 minutes)
Motion #: TBD: Scheduled for Consent on 8/1/16
Sponsor(s): At the Request of the City Administrator
Big Belly Proposed Location 06222016.pdf

Bigbelly Presentation.ppt

10.d) Street Sweeper Purchase (10 minutes)
Motion #: TBD: Scheduled for Consent on 8/1/16
Sponsor(s): At the Request of the City Administrator
Memo Street Sweeper TN.docx

Proposal - Street Sweeper.pdf

Sweeper GSA Terms & Conditions 1.16.pdf

10.e) Recommendation for Selection of Parking Management Services (10 minutes)
Motion #: TBD: Scheduled for Consent on 8/1/16
Sponsor(s): At the Request of the City Administrator
Memo Parking Management Services RFP ten (2).docx

10.f) Evergreen Solution LLC Proposal for Personnel Related Issues (10 minutes)
Motion #: TBD: Scheduled for Consent on 8/1/16
Sponsor(s): At the Request of the City Administrator
Evergreen Solutions Memo 1ten 07 16-1v1.docx

11. Council Dialogue (10:05 p.m. – 10:15 p.m.)

12. Community Notices and Meetings
12.a) City Calendar: July 19 - August 1, 2016
Motion #: N/A
Sponsor(s): At the Request of the City Administrator
Main City Calendar July 19 - Aug 1.docx

July 2016 City Calendar.docx

13. Motion to Adjourn

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: City Clerk

SUBJECT
Approval of the Minutes

Motion #
01-07-FY17

Recommendation:
I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: (1) Council Meeting of May 2, 2016, (2) Special Council Meeting of May 12, 2016, (3) Council Meeting of May 16, 2016, and (4) Public Hearing of June 6, 2016.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

May 2 2016 Minutes FINAL.docx

May 12 2016_Minutes_FINAL.docx

May 16 2016 Minutes_FINAL.docx

Jun 6 PH minutes_FINAL.docx

Summary Background:
N/A

Next Steps:
The Clerk's Office has the following meeting minutes outstanding: Council Meeting of June 6, 2016.

Fiscal Impact:
N/A

City Administrator Comments:
N/A

Community Engagement:
Approved minutes will be posted on the City's website.

Strategic Goals:
Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?
N/A

1) Call to Order and Council Roll Call

The meeting was called to order by Mayor Hollingsworth at 8:03 p.m.

Present: Mayor Candace B. Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Shani Warner
Ward 2 Councilmember Robert Croslin
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 4 Councilmember Paula Perry
Ward 5 Councilmember Ruth Ann Frazier
Ward 5 Councilmember Joseph Solomon

Absent: None

Also present were the following City Staff Members:
City Administrator Tracey E. Nicholson
Assistant City Administrator, Director of Community & Economic Development, Jim Chandler
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Wright, Frazier, Paschall, Perry, Croslin, Solomon

4) Approval of the Minutes

4.a Approval of the Minutes

I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: (1) Council Meeting of March 21, 2016, (2) Public Hearing of March 21, 2016, (3) Council Work Session of March 30, 2016 and (4) Council Meeting of April 4, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Wright, Frazier, Paschall, Perry, Croslin, Solomon

Mar 21 Public Hearing Minutes - FINAL.pdf

Apr 4 2016 Minutes_FINAL.pdf

March 21 2016 Minutes_FINAL.pdf

Mar 30 2016_FINAL.pdf

5) Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker

Ms. Nina Faye, a Ward 3 resident, addressed the Mayor and Council in regard to the proposed container ordinance on the Council discussion agenda. Ms. Faye stated that she did not believe the proposed legislation was necessary, adding that she did not believe it was a prevalent problem in the City. Ms. Faye expressed concern with the permitting process, fees and definitions used in the ordinance. She also provided specific feedback on the container sizes referenced in the draft legislation and question why feedback from the Code Committee had not been incorporated into the ordinance. Ms. Faye urged that the proposed ordinance not be passed and also stated that for a long time she thought that Section 65-23-1 of the City Code should be rewritten.

6) Presentations (8:20 p.m. – 8:35 p.m.)

6.a Children's Mental Health Awareness Week

Presentation_Childrens_Mental_Health_Awareness.pdf

City Administrator Nicholson introduced Eileen Cave, Art Specialist from Rosa Parks Elementary School who presented the Rosa Parks Elementary School Gratitude Banner, created in honor of Children's Mental Health Week to the Mayor and Council. The Banner will be displayed in City Council Chambers for the month of May along with Gratitude Banners from Hyattsville Elementary School and Edward M. Felegy Elementary School. Mayor Hollingsworth then read a proclamation in recognition of Children's Mental Health Awareness week May 1st through May 7th 2016.

6.b Update of FY-2014 and FY-2015 Audits

Treasurer_Cover_Sheet__4_for_FY-2014-2015_Audit_Update.pdf

Treasurer Brooks provided the Mayor and Council with an update on the FY14 and FY15 audits. Mr. Brooks stated he was waiting on close out documents from the FY14 audit and he was approximately 3 weeks into the work on the FY15 audit. Mr. Brooks then provided details on upcoming activities pertaining to the FY15 audit.

7) Consent Items (8:35 p.m. – 8:40 p.m.)

NOTE FOR THE RECORD: All consent items are considered and approved in one Council action

7.a Children's Mental Health Awareness Week Proclamation

67-05-16 Children's Mental Health Awareness Week Proclamation I move that the Mayor and Council approve the attached Children's Mental Health Week Awareness Proclamation.

Childrens_Mental_Health_Awareness_cover.pdf

67-05-16 Childrens_Mental_Health_Week_2016.pdf

7.b Proclamation in Recognition National Police Week & Peace Officers' Memorial Day

68-05-16 Proclamation in Recognition National Police Week & Peace Officers' Memorial Day I move that the Mayor and Council adopt a Proclamation of National Police Week & Peace Officers' Memorial Day, May 15th through May 21st , 2016.

68-05-16 National_Police_Week_2016.pdf

National Police Week_2016.pdf

7.c Asian-Pacific American Heritage Month Proclamation

69-05-16 Asian-Pacific American Heritage Month Proclamation I move that the Mayor and Council proclaim May of 2016 Asian-Pacific American Heritage Month.

69-05-16 Asian_Pacific_American_Heritage_Month_2016.pdf

Asian_Pacific_American_Heritage_Month_2016.pdf

7.d Citizenship Celebration Day Proclamation

70-05-16 Citizenship Celebration Day Proclamation I move that the Mayor and Council proclaim May 7th , 2016, Citizenship Celebration Day.

Citizenship_Celebration_Day_2016.pdf

Citizenship_Celebration_Day_ Proclamation 2016.pdf

7.e Appointments to the Health, Wellness and Recreation Advisory Committee

71-05-16 Appointments to the Health, Wellness and Recreation Advisory Committee I move that the Mayor and Council appoint Michael Bello (Ward 1) and Susan Holland (Ward 2) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on May 2nd , 2018.

71-05-16 HWRAC Appointments_cover.pdf

Bello_Application Shade Tree and HWRAC.pdf

Holland_HWRAC application.pdf

7.f Appointment to the Shade Tree Board

72-05-16 Appointment to the Shade Tree Board I move the Mayor, with Council approval, appoint Michael Bello (Ward 1) to the Shade Tree Board for a term of 3 years to expire on May 2nd, 2019.

72-05-16 Tree Board Appointment_cover.pdf

Bello_Application Shade Tree and HWRAC.pdf

7.g Pay-by-Phone Parking Services: Passport Parking LLC

73-05-16 Pay-by-Phone Parking Services: Passport Parking LLC I move that the Mayor and Council accept the proposal submitted by Passport Parking LLC to provide the City with pay-by-phone parking services and authorize the City Administrator to execute a contract for a one-year term with two additional one-year options, upon the review and approval for legal sufficiency by the City Attorney.

73-05-16 Pay_by_Phone_cover.pdf

Memo - Pay by Phone Parking Services Recommendation for Approval.docx

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Wright, Solomon, Croslin Perry, Frazier, Paschall

8) Action Items (8:40 p.m. – 9:15 p.m.)

8.a Paid Family Medical Leave for City Employees

Paschall_Paid_FMLA_Leave.pdf

FMLA_Recommendation_Memo.pdf

74-04-16 Paid Family Medical Leave for City Employees I move that the mayor and Council direct the City Administrator to create and implement a policy allowing city employees 6 weeks' paid time off for family events that qualify for Family and Medical Leave Act benefits.

Treasurer Brooks provided a summary of the estimated calculation of $34K for the cost of the Paid Family and Medical Leave Program. Mr. Brooks explained that the calculation was based on an analysis of previous employees who had utilized the Federal Family and Medical Leave Program to take authorized un-paid leave from work. He said the $34K was intended to pay for the hiring of temporary staff or overtime pay for existing staff to cover position responsibilities for an employee on leave. Treasurer Brooks emphasized that the City did not have an historical perspective for the proposed Paid Family Medical Leave Program and that the 34K was essentially a placeholder number. He added that the calculation assumed 5 employees taking part in the program in FY17. City Administrator Nicholson acknowledged that that cost of the proposal was difficult for staff to estimate and stated that it was possible that the actual cost of the program could exceed or be lower than the $34K calculation that was supplied to Council for budgeting and discussion purposes. She also added that some positions in the City required the hiring of a temporary employee to fill the position if the incumbent staff member were to go on extended leave but that other positions may be able to be covered by existing staff.

Council President Haba thanked Mr. Brooks for the memo. He said, reviewing the numbers, and assuming the City did not have to bring in a temporary employee to cover a position that it looked like the cost was approximately 10K for one employee to cover overtime expenses. Council President Haba provided details on his estimated calculation and said he was not opposed to the policy but that as proposed the costs were very unpredictable and he was concerned of the financial repercussions. He asked if the City could explore other ways to provide the same or similar benefit. He noted that more employees may ask for the benefit than in years past because the time off would be paid, and questioned what would happen when the $34K funds were expended. He said he was not comfortable supporting the proposal as is and suggested that the City could increase the number of sick days earned each period as an alternate method.

Mayor Hollingsworth clarified that the motion was to direct staff to draft a policy that would provide paid time off for FMLA qualifying events. She then inquired of the motion maker, Councilmember Paschall if he could provide clarification on how the program intended employees to utilize already accrued sick and vacation leave, asking if the intent was for an employee to exhaust existing leave prior to using the 6 weeks Paid Family and Medical Leave. Councilmember Paschall said he believed the program specifics were at the discretion of the City Administrator but added that his preference was to have employees first utilize the 6 weeks of Paid Family and Medical Leave provided by the City and then utilize existing accrued leave. He explained that part of his reasoning was that he was concerned that if employees were required to exhaust accrued leave first, then there would be no time left for future sick days or doctor appointments.

Councilmember Croslin stated he was concerned about the cost of this program but did think it is a great idea. He said he would like to see a 5 year financial projection of the viability of the program and asked Treasurer Brooks the financial implications of reducing the program from 6 weeks to 3 weeks of paid leave. Mr. Brooks stated until the City obtained a historical perspective to forecast from all numbers utilized were a placeholder, at best.

Councilmember Warner said she believed there would be uncertainty about the cost until the program was implemented. Councilmember Warner stated that as a Councilmember they shape the community they want to see and she believes 6 weeks of paid leave is a tremendous benefit and would have serious meaning for employees. She suggested that the City utilize a trial period for the program in order to obtain data to provide the requested financial information.

Councilmember Frazier asked for additional clarification on the proposal. Councilmember Paschall summarized the Federal FMLA law and provided details on his proposal. Councilmember Paschall noted that employees could take additional time off beyond the 6 weeks using existing leave or unpaid leave.

Mayor Hollingsworth then relinquished the meeting chair to Council President Haba and moved to amend the motion to add wording to amend the proposed FY17 budget to include costs of 34K to support the Paid Family and Medical Leave program. Councilmember Paschall seconded the motion to amend.

RESULT:	AMENDED [7-3-1]
MOVER:	Hollingsworth
SECONDER:	Paschall
AYES:	Hollingsworth, Lawrence, Ward, Warner, Paschall, Wright, Solomon
NAYS:	Haba, Perry, Frazier
ABSTAIN:	Croslin

Councilmember Perry clarified that she liked the proposal, but she was concerned that the City would not be able to sustain the cost of the program and said she believed employees would value increases in pay more than the proposed benefit. Councilmember Wright asked Human Resources Director Snellman if, once implemented, the benefits could be re-evaluated from time to time. Director Snellman stated that the City was able to change or remove benefit programs and noted that the initial staff recommendation was to evaluate the program annually and provide an update and recommendation to Council during the budget season.

Councilmember Solomon acknowledged that there was concern about how to fund the program long term but added that he was also concerned that the estimated cost of $35K was insufficient. He said the City had recently did a benefits study and found that it was doing well in comparison to surrounding municipalities and stated that he felt it was difficult to assume that the Paid Family and Medical leave proposal would make the City a more competitive employer. He then suggested that the City look into utilizing administrative leave as an alternative. There was a brief discussion regarding the current policy for administrative leave.

Council President Haba stated that per the staff memo, in the last 2 years 18 employees had been eligible for FMLA and that if all of those employees had taken the benefit, under the proposal it would cost the City approximately $121K. He reiterated that he felt the costs to the City were unpredictable and suggested the City consider doing a combination of administrative leave, donated leave and use of existing leave to achieve the 6 weeks of paid time off. There was a brief discussion regarding the budgeting process. Treasurer Brooks noted that the FY17 budget had not been passed and it was within the Council's authority to amend the budget right up to passage as well as after adoption.

Councilmember Solomon said it sounds like the concern was with how the City would structure the policy and asked if the policy could be implemented in different ways. Mayor Hollingsworth said she was open to discussion on that but noted that policies that are administrative in nature, generally were implemented administratively, without further Council review, however, sometimes policies are reviewed and codified by the Council. She said she believed this policy would return to the council for review after staff developed it utilizing FMLA and Human Resource best practices. Councilmember Paschall said that the point of directing the City Administrator to create and implement this policy was to remove the Council from that level of detail. He added that the alternatives that had been raised all had the same financial impact to the City. He also said that he did not believe that it would be helpful to employees to give the City Administrative discretion vary the amount of time off on an employee basis but that there should be a set amount of time consistently applied to all employees. Councilmember Paschall stated that the proposed legislation required 6 weeks paid time off in addition to accrued leave. Mayor Hollingsworth thanked Councilmember Paschall for his comments and clarification.

There was some additional discussion regarding intermittent use of FMLA time and other alternative suggestions, including the use of a donation pool.

RESULT:	APPROVED [7-4]
MOVER:	Paschall
SECONDER:	Haba
AYES:	Hollingsworth, Lawrence, Ward, Warner, Paschall, Wright, Solomon
NAYS:	Haba, Croslin, Perry, Frazier

9) Discussion Items (9:15 p.m. – 10:05 p.m.)

9.a Proposed Creation of Chapter 65-8: Temporary Structures & Enclosures

Hyattsville_Staff_Agenda_Cover_Page_-_Chapter_65-8.docx

Memo Storage Containers Chapter_65-8.docx

Hyattsville Ordinance CONTAINER 6-17-15_DRAFT.pdf

Code Minutes July 15%2c 2015 (2).docx

Assistant City Administrator and Director of Community Economic Development Chandler provided a summary of the proposed ordinance pertaining to temporary structures and enclosures. Mr. Chandler said that the City had received increasing phone calls about portable storage units and the draft ordinance attempted to create basic boundaries on the use of these types of structures. Mr. Chandler then summarized pertinent points from the ordinance. Mr. Chandler added that he was familiar with the recommendation of the Code Committee on the ordinance and noted that some but not all of the committee recommendations were in the draft ordinance.

There was a discussion regarding the proposed dimensions for storage bins, the types of containers that would be governed by the ordinance and the definitions utilized. Council President Haba stated that he was concerned that the proposed size restrictions in the ordinance were too restrictive and inquired if existing code was enough to address the intent of the ordinance. Councilmember's Croslin and Perry also expressed concern with the ordinance as written.

Mayor Hollingsworth thanked Director Chandler for his work on the ordinance and said that it would be helpful, when the item came back for additional discussion, to include a comparison spreadsheet showing the differences between the Code Committee recommendations and the proposed legislation. Council Vice President Lawrence said that he was also curious to see how the proposed ordinance compared with surrounding municipalities.

10) Council Dialogue (10:05 p.m. – 10:15 p.m.)

Councilmember Warner thanked the Council for passing the Paid Medical Leave benefit and said she was grateful to Councilmember Paschall for bringing the initiative forward. Council President Haba reminded residents about the upcoming Citizenship Celebration Day event. Council President Lawrence announced the upcoming Native Plant Sale at Hyattsville Elementary School. Councilmember Perry thanked City staff and Council for the warm thoughts and prayers for her family. Councilmember Croslin recognized Mr. Detrick Epp Simit, a young member of the community who has successfully defended his thesis for his master's degree, and would be graduating in the summer.

11) Community Notices and Meetings

11.a City Calendar: May 3 - 16, 2016

Main City Calendar_May 3-16.pdf

May 2016 Calendar.pdf

12) Motion to Adjourn

The meeting was adjourned at 9:43 PM.

RESULT:	UNANIMOUS
MOVER:	Perry
SECONDER:	Croslin
AYES:	Hollingsworth, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Haba, Perry, Solomon, Frazier

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:03 p.m.

Present: Mayor Candace Hollingsworth
Ward 4 Council President, Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 2 Councilmember Shani Warner
Ward 2 Councilmember Robert Croslin
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 5 Councilmember Ruth Ann Frazier
Ward 5 Councilmember Joseph Solomon

Absent: Ward 1 Councilmember Kevin Ward
Ward 4 Councilmember Paula Perry

Also present were the following City staff members:
City Administrator Tracey E. Nicholson
Assistant City Administrator, Director of Community & Economic Development, Jim Chandler
City Treasurer Ron Brooks
City Clerk Laura Reams

2) Pledge of Allegiance to the Flag

3) Approval of the Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Paschall
AYES:	Hollingsworth, Haba, Lawrence, Warner, Croslin, Paschall, Wright, Frazier, Solomon
NAYS:	None
ABSENT:	Ward, Perry

4) Public Comment (8:10 p.m. - 8:20 p.m.) Limit 2 minutes per speaker

There were no individuals who wished to address the Council.

5) Presentations (8:20 p.m. - 8:45 p.m.)

5.a Public Comment Follow Up (5 minutes)

City Administrator Nicholson provided a response to a recent inquiry regarding the location of the International Festival for 2017. Administrator Nicholson noted that the Council would consider a motion to amend the budget for $9,000.00 to provide funding for the festival to be at Hamilton Street.

Public Comment_cover.pdf

5.b FY-2017 Summary of Amendments - Updated (10 minutes)

Treasurer Ron Brooks provided an update on the summary of amendments to the proposed FY17 Budget. Treasurer Brooks stated that the Call-A-Bus Fund increase pertained to health benefits for an employee who was added to the program outside of the open enrollment period. Treasurer Brooks added that the Senior Services fund increase would cover the costs of related activities for seniors, and the increase in $34,000.00 in the HR budget was reflected by the Paid Family Leave program recently approved by Council.

Treasurer Brooks then reviewed the draft budget ordinance. Treasurer Brooks stated that there was no change in the original revenue estimate, equaling approximately $16 million. Treasurer Brooks then focused on expenditures, and stated that the original request of $473,000.00 from the carry forth balance had been adjusted to $298,000.00. Treasurer Brooks stated that the reduction was reflected in the movement of the Police Department Captain to the special revenue fund. Treasurer Brooks then addressed capital expenditures and stated that the increase of $512,000.00 would cover the change made to the arcade building and the increase in loan to Pyramid Atlantic.

FY17 Summary of Amendments_cover.pdf

RB FY2017 Budget Updates 5 9 2016.pdf

FY2017 Revised Draft Budget Ordinance 5 4 2016.pdf

Excel FTE FY 2017.pdf

FY17 CIP.pdf

FY 2017 University Town Center Special Tax Report (2016).pdf

5.c 5 Year Forecast (10 minutes)

5 year forecast_cover.pdf

Treasurer Brooks introduced the five year budget forecast and expanded on the fact that this forecast included additional details that were not previously included. Treasurer Brooks thanked Intern Russell Rollow for his assistance with the report. Treasurer Brooks gave a brief overview of the forecast and stated that there was slow growth within the forecast. Treasurer Brooks reviewed trends in the labor market and unemployment, creditworthiness, real estate housing, business development in the community, and various projections for the City regarding income tax and debt services. Treasurer Brooks then reviewed the projected ending fund balance and stated that he believed the fund balance for FY2014 would be approximately $10 Million. Treasurer Brooks added that the fund balance would remain steady for FY2015 pending adjustments from the auditors, and asked the Council to consider the projections when taking on new projects.

Mayor Hollingsworth thanked Treasurer Brooks and Intern Rollow for their work. Councilmember Paschall thanked Treasurer Brooks for the detailed analysis and asked if the real property tax growth increase of 5% would be assumed per year, as the County assessments are completed every three years. Councilmember Paschall then asked if the increase would be compounded to be 17% in three years, and asked for clarification on when the City would see the funds. Treasurer Brooks stated that the analysis took into consideration some of those factors, as the assessments were phased over three years for residents. Councilmember Paschall clarified that the phasing explained the gradual growth. Treasurer Brooks added that each year there was a bulk for new growth and public utilities, but some adjustments would be retroactive, as property owners adjust retroactive rebates for tax credits. Councilmember Paschall clarified that the differences between beginning and ending balance from the FY2017 and the budget ordinance were a result of the FY2017 projection versus the FY2014 audit. Treasurer Brooks stated that the projections were indeed beyond FY2014. Councilmember Paschall stated that he would not have been alarmed the past few budget cycles if the City had this kind of detailed analysis available previously.

5.b FY-2017 Summary of Amendments - Updated (10 minutes)

Treasurer Brooks then briefly reviewed the other budget attachments for the CIP and the FTE listings and the updated financial report for the UTC Special Assessment Bonds.

6) Action Items (8:45 p.m. - 8:55 p.m.)

6.a FY17 Proposed Budget Amendment: 2017 International Festival Funding (10 minutes)

75-05-16_International Festival.pdf

Councilmember Solomon stated that Councilmember Perry could not attend the meeting due to family matters, but added that she attended the festival each year and she and residents truly believed that the location should be returned to Hamilton Street. Councilmember Solomon added that he had a concern regarding the business community; businesses in the community were happy to have the festival at Hamilton Street but wanted to make sure that everyone was directed to alternative parking.

Councilmember Frazier stated that she felt that the location gave the idea that the festival was not inclusive for the whole community. Councilmember Frazier added that she felt the location was not large enough and there were parking and safety concerns regarding the grass. Councilmember Frazier noted that she felt that the Handmade on Hamilton was not successful.

Councilmember Croslin suggested that there should be a way for the City to express to business owners that this was an opportunity for business. Council Vice President Lawrence expressed agreement and stated that there were a number of businesses that did not serve food, and also noted issues of safety that the business owners had expressed. Council Vice President Lawrence stated that he would not support this change at this time unless he was able to see data on festival attendance at the current location.

Councilmember Paschall stated that the request was for $9,000.00 and asked how much the City was currently planning on spending for the festival. Administrator Nicholson stated around $14,000.00. Councilmember Paschall stated that the dollar amount was not significant, but stated that he did have concerns passing this in regard to the impacts on businesses. Councilmember Paschall added that there would be more food amenities and beer this year which could affect attendance rates. Councilmember Paschall then suggested that the City add the dollar amount requested to the budget, then conduct an after action review to see how successful the event was. Councilmember Paschall clarified that he did not feel comfortable making the call right now but thought the Council should still appropriate the funds.

Mayor Hollingsworth stated that she wanted to propose a variation. Mayor Hollingsworth added that she thought Councilmembers Solomon, Haba, Perry, and Frazier had intended to create an experience similar to when the festival was on Hamilton Street, which could be achieved with additional funds. Mayor Hollingsworth added that Heurich Park was under programmed and needed programming opportunities like the festival. Mayor Hollingsworth then clarified that she would like to propose appropriating funding, but remove the change of location.

Councilmember Paschall stated that he could support that, but did not want to hamper the City Staff's ability to have flexibility. Mayor Hollingsworth clarified that her suggestion was to add the funding but not require the event to be held at a specific location. Council President Haba asked what time of the year the 2017 International Festival would be, and asked for clarification on whether this proposal would be added to the FY2017 or FY2018 budget. Administrator Nicholson stated that the event would be held in June and that the staff would do a full review of the event including the time frame. Council President Haba added that everyone could do more research and reach out to business owners in order to evaluate the location at Hamilton Street.

Councilmember Frazier stated agreement with Council President Haba, but wanted to stress that she did not like the location at Heurich Park because it was difficult for people living on the West side to get there and find parking. Councilmember Frazier added that she had never heard of any safety problems at Hamilton Street and believed that businesses would still be accessible. Administrator Nicholson clarified that the safety concern derived from challenges for pedestrians with people crossing Queen's Chapel Road. Councilmember Frazier noted that there would be police presence to help this issue.

Councilmember Paschall suggested to make a motion to amend and strike the change of location in the proposal. Council President Haba stated that the motion makers would take this as a friendly amendment. Council Vice President Lawrence stated support and wished that Director Rollow could have been present for the conversation. Councilmember Solomon stated that he did not think striking "on Hamilton Street" would accomplish the goal of the motion, and added that Councilmember Perry's intent was to understand that the appropriation of funds would be used to move the festival to Hamilton Street. Councilmember Solomon added that he understood there would be a review, but the new request would not reflect resident concerns. Councilmember Solomon stressed that he would like to keep the language as is. Councilmember Croslin stated that he believed the motions intent was to move the festival to Hamilton Street, but did not oppose the amendment. Councilmember Croslin added that Council should increase the budget, but let staff make the decision on location.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Lawrence, Warner, Croslin, Paschall, Wright, Frazier, Solomon
NAYS:	None
ABSENT:	Ward, Perry

7) Council Dialogue (8:55 p.m. - 9:05 p.m.)

Councilmember Wright noted that the HPA Historic House Tour would be this weekend. Council President Haba thanked Director Rollow for a successful naturalization ceremony. Council Vice President Lawrence thanked staff and Council President Haba for the naturalization ceremony and stated that the Hyattsville Elementary School native plant sale would be on Saturday May 14^{th} from 8:00 a.m. to 2:00 p.m. Councilmember Paschall thanked staff for their responses to recent requests. Councilmember Croslin echoed Councilmember Paschalls comment and stated that he was impressed by Treasurer Brooks' work. Councilmember Croslin added that Chief Holland had an unplanned meeting about changes made in the Police Department and diversity training. Mayor Hollingsworth offered congratulations to Ms. Casey Erlich on graduating for her PHD.

8) Community Notices and Meetings

8.a City Calendar: May 13 - 22, 2016

Main City Calendar May 13-22.pdf

May Calendar.pdf

9) Motion to Adjourn

The meeting adjourned at 9:10 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Solomon
SECONDER:	Warner
AYES:	Hollingsworth, Haba, Lawrence, Warner, Croslin, Paschall, Wright, Frazier, Solomon
NAYS:	None
ABSENT:	Ward, Perry

1) Call to Order and Council Roll Call

The meeting was called to order by Mayor Hollingsworth at 7:05 p.m.

Present: Mayor Candace Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 5 Councilmember Ruth Ann Frazier
Ward 5 Councilmember Joseph Solomon, Arrived at 7:06 p.m.

Absent: Ward 4 Councilmember Paula Perry

Also present were the following City staff members:
City Administrator Tracey E. Nicholson
Assistant City Administrator, Director of Community and Economic Development, Jim Chandler
City Treasurer Ron Brooks
Police Chief Douglas Holland
Director of Public Works Lesley Riddle
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Frazier, Solomon
NAYS:	None
ABSENT:	Perry

4) Motion to Close (7:10 p.m. - 7:50 p.m.)

4.a Motion to Close

Motion # 84-05-16
I move that the Mayor and Council close the Council Meeting of May 16, 2016 in order to consult with the City Attorney to obtain legal advice pertaining to contract negotiations and to discuss such contract negotiations.

84-05-16_Closed_Session_cover.pdf

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba

SECONDER:	Warner
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Frazier, Solomon
NAYS:	None
ABSENT:	Perry

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 7:08 p.m. on Monday, May 16, 2016, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks, City Clerk Laura Reams, City Attorney Richard Colaresi, Police Chief Douglas Holland, Director of Public Works Lesley Riddle, and Director of Community Services Jake Rollow.

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305 (7) to consult with counsel to obtain legal advice and 3-305 (14) to discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topics Discussed: The Council obtained legal advice from the City attorney regarding annexation contracts and negotiation strategies.

Action Taken: None taken.

The Council returned to open session on a motion made by Council President Haba, seconded by Council Vice President Lawrence and approved unanimously by the Body at 7:53 p.m. Open session resumed at 8:03 p.m.

5) Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker

Mr. Tom Wright, Ward 3 Councilmember, addressed the Council on behalf of Ward 3 resident Nina Faye. Councilmember Wright stated Ms. Faye's opposition to the letter of support for a Wine and Beer license for Vigilante Coffee Company, due to the lack of parking and other businesses who were also deserving of the license.

Mr. Chris Vigilante, owner of Vigilante Coffee Company, addressed the Council in regard to the letter of support. Mr. Vigilante expressed gratitude for being a part of the community and stated that he would like to add the beer and wine component to the menu. Mr. Vigilante added that he would like to stay true to being a coffee shop, but guests requested and required a different kind of beverage later in the day.

Mr. Austin Redington, Director of Retail & Marketing for Vigilante Coffee Company, addressed the Council in regard to the letter of support. Mr. Redington thanked the Council for their consideration and restated that Vigilante was focused on being a coffee shop. Mr. Redington added that the addition of a license would reach customers better, as well as longer hours of business. Mr. Redington expressed gratitude for the support received from the community.

Mr. Dave Iannone, Vice President of the Hyattsville Volunteer Fire Department, thanked the Council for their continued support of the department. Mr. Iannone added that the Fire Department was two years ahead in their current loan repayment to the City. Mr. Iannone provided details on the request for a new loan for truck. He also provided the Council with a brief update on the construction of new facilities for the Fire Department in partnership with the Red Cross.

6) Presentations (8:20 p.m. – 8:35 p.m.)

6.a FY-2014 - 2015 Audit Update (5 minutes)

FY-2014 - 2015 Audit Update_cover.pdf

Treasurer Brooks provided the Mayor and Council with an update on the close out of the FY2014 Audit and the ongoing work for the FY2015 Audit. Mr. Brooks noted that the City had received the first copy of the draft of the close out documents for the FY2014 Audit.

6.b Public Comment Follow Up (5 minutes)

Public Comment_cover.pdf

City Administrator Nicholson made remarks in response to concerns raised during the public comment portion of the May 2, 2016 Regular Council Meeting in regard to the container ordinance.

6.c Rosa L. Parks Elementary 10-Year Anniversary (5 minutes)

Rosa Parks Presentation_cover.pdf

Community Services Director Jake Rollow introduced Dr. Tara Miner, Principal of Rosa Parks Elementary School, in celebration of the school's 10th Anniversary. Mr. Rollow provided a brief background on the school and Dr. Minter. Mayor Hollingsworth presented Dr. Minter with a proclamation in celebration of the 10 year anniversary of Rosa Parks Elementary School.

7) Consent Items (8:35 p.m. – 8:40 p.m.)

NOTE FOR THE RECORD: All consent items are considered and approved in one Council action.

7.a Proclamation for Rosa L. Parks Elementary 10-Year Anniversary

Motion # 76-05-16
I move that the Mayor and Council proclaim today a celebration of the 10-year anniversary of Rosa L. Parks Elementary School.

76-05-16_Rosa_Parks_Proclamation_Cover.pdf

Proclamation_Rosa Parks Elementary 10-Year Anniversary.pdf

7.b Schedule Public Hearing for a Residential Parking Petition on at 7:00 p.m. June 6, 2016

Motion # 77-05-16

I move that the Mayor and Council schedule a Public Hearing for June 6, 2016 at 7:00 p.m. to hear input from residents on a petition submitted in support of establishing a Residential Parking Zone for the 4100 block of Farragut Street and 5100-5102 41st Avenue (Ward 2).

77-05-16 Schedule Public Hearing_cover.pdf

Petition_Residential Parking Zone_4100 bk Farragut_41st_redacted.pdf

41st Ave & Farragut St_04152016.pdf

7.c Emergency Tree Work

Motion # 78-05-16
I move that the Mayor and Council approve funds for emergency tree work provided by Adirondack Tree Experts at a cost not to exceed $40,000.00.

78-05-16 Emergency Tree Work_cover.pdf

7.d Letter of Support for Vigilante Coffee Company, LLC

Motion # 79-05-16
I move that the Council authorize the Mayor to send a letter to the Prince George's County Board of License Commissioners in support of an application for a Class D, Beer and Wine license submitted by Vigilante Coffee Company, LLC.

79-05-16_Letter_of_Support_-_Vigilante_Coffee_Company.pdf

7.e A Proclamation Declaring June 2nd Gun Violence Awareness Day in Hyattsville

Motion # 80-05-16
I move that the Mayor and Council adopt the attached proclamation declaring June 2nd as Gun Violence Awareness Day in Hyattsville.

80-05-16_Proclamation_Gun_Violence_Awareness_Day.pdf

2016 Gun Violence Awareness Day Proclamation.pdf

7.f Cancel Special Council Meeting of May 25, 2016

Motion # 81-05-16
I move that the Mayor and Council cancel the Special Council Budget Meeting of May 25, 2016.

81-05-16_Cancel_Special_Meeting_cover.pdf

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

8) Action Items (8:40 p.m. – 9:00 p.m.)

8.a Hyattsville Ordinance 2016-01, Fiscal Year 2017 Budget (10 minutes)

Motion # 82-05-16
I move that the Mayor and Council introduce Hyattsville Ordinance, 2016-01, an Ordinance adopting an annual budget for the Fiscal Year of July 1, 2016 through June 30, 2017, for the General Purpose; fixing the tax rates for the Fiscal Year beginning July 1, 2016; authorizing collection of taxes herein levied, and appropriating funds for the Fiscal Year (FIRST READING).

Councilmember Wright asked questions regarding the University Hills Capital Improvement Plan project. Councilmember Wright asked if the University Town Center assessment would be a one year assessment or recurring. Director Chandler clarified that it would be an annual assessment. Councilmember Solomon thanked the Council, City Administrator, and Treasurer and stated appreciation that resident's needs were being taken care of in the budget.

82-05-16_Ordinance 2016-01_FY17_Budget_Ordinance_cover.pdf

FY2017_Budget_Ordinance_5_4_2016.pdf

Excel FTE FY 2017.pdf

FY17 CIP.pdf

FY 2017 University Town Center Special Tax Report (2016).pdf

RESULT:	APPROVED
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	Frazier
ABSENT:	Perry

8.b Prince George's Plaza Branding and Marketing MOU (10 minutes)

Motion # 83-05-16
I move that the Mayor and Council approve the expenditure of $10,000 and authorize City Administrator to execute a memorandum of understanding with the Prince George's County Economic Development Corporation for the purpose of jointly developing a branding and marketing strategy for the Prince George's Plaza Transit District.

83-05-16 PGP Branding Marketing Strategy MOU_cover.pdf

Memo_Prince Georges Plaza Branding Marketing Strategy.pdf

Councilmember Frazier asked why the City was getting involved in this project and asked for details on the proposed spending of $10,000.00. Administrator Nicholson explained that the City's portion of $10,000.00 was only a portion of the grand total of $75,000.00 for the project, and noted that this was a project that would have a large impact on the area. Mayor Hollingsworth clarified that this funding was not for the mall specifically, rather the whole area known as the Prince George's County Transit District. Councilmember Frazier asked for more details and clarification. Director Chandler provided background information on the marketing and branding effort and noted that the area would be rebranded, resulting in increased property values and tax assessment, leading to increased property tax revenue for the City.

Councilmember Solomon asked if the City would get an opportunity to see the branding before the County starts the process. Director Chandler stated the conversation would be a very transparent community discussion with input from stakeholders, property owners, elected officials, and residents. Councilmember Solomon asked how much of a say the City would have in the branding, as it had a vested interest in the process. Director Chandler clarified that the City hoped the branding would be an organic process, where residents would need to show up in order to have a say, and added that the branding would reflect the efforts of those who participated.

Councilmember Wright responded to Councilmember Frazier's prior comments. Councilmember Wright stated that he thought it was very important for the City to participate in the branding, because the impact of renaming this area would last for generations. Councilmember Wright added that to get residential involvement, he believed the City's Planning Committee would be involved. Councilmember Wright also noted that he was surprised the City was only required to give $10,000.00.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

9) Discussion Items (9:00 p.m. – 9:45 p.m.)

9.a Loan approval for the Hyattsville Volunteer Fire Department (10 minutes)

Fire_Department_Discussion_350K_Loan_to_HVFD.pdf

Treasurer Brooks provided background information on the Hyattsville Volunteer Fire Department's request for a loan as well as a brief history of the City's involvement in the Fire Department. Treasurer Brooks noted that the City was able to offer lower rates than the Fire Department would be able to get in the open market. Treasurer Brooks added that the Fire Department was two years ahead on their existing loan with the City. Treasurer Brooks then explained specific details of the loan and clarified that the City was in a strong position to offer the loan.

Council President Haba thanked Treasurer Brooks and The Hyattsville Volunteer Fire Department for their work in the City. Council President Haba asked if the Finance Department had explored the option for lease financing. Treasurer Brooks responded and stated that lease financing would be an external option for the HVFD because the City could not do lease financing for a third party. Mr. Iannone addressed the Council and stated that the funding was for a refurbished vehicle, which limited the type of financing the Fire Department was able to ask for.

Councilmember Solomon asked questions regarding the rate and allocation of funds. Treasurer Brooks noted that this loan had a lower rate than their other loan due to the lower rates in the general market. Treasurer Brooks added that the money came out of cash, so the City would conduct a wire transfer. Councilmember Solomon asked if the City's cash fund was an interest bearing account. Mr. Brooks responded that it was with a current yield rate of 1.6 or 1.8 percent. Councilmember Solomon asked what the return back to the City would be. Treasurer Brooks stated that the return rate for the loan was 3.2%. Councilmember Solomon asked how common it was for municipalities to provide this service and asked what the City's policy was on anyone who wanted a cash loan from the City. Treasurer Brooks stated that in 2011 the legislative body made a decision to support the HVFD with a loan, and that there was no specific policy in place. Treasurer Brooks clarified that the Council could consider the request or deny it, and that there was nothing in the City Charter that addressed loans to external organizations. Councilmember Solomon asked if the HVFD was required to stay in the City of Hyattsville per the terms of the loan, to which Treasurer Brooks responded that the loan agreement was a financial document, and that it did not refer to the location of business.

Councilmember Solomon asked Mr. Iannone what other loan options the HVFD had tried and if the Council chose not to support this loan what options they would have. Mr. Iannone stated that they could consider tradition financing which would be 1.2% more, and that the department would still proceed with the purchase. Councilmember Wright clarified that he supported the Fire Department, but did not want to create a perception that anyone could ask the City for a loan. Councilmember Wright suggested that the Council consider the precedent this would set. Administrator Nicholson stated that this was not something the City had expected, but there was a precedent set in 2011 and Staff believed it to be of low risk. Administrator Nicholson added that Staff had a responsibility to bring the loan request to Council for consideration. Mayor Hollingsworth provided details on the schedule for further Council review and possible approval of this item.

9.b Body Worn Camera Program (20 minutes)

Cover_Page_BWC_Program.pdf

Memo Body Worn Camera Program.pdf

MPTC Model Policy.pdf

BWC Brekford Quote.pdf

DRAFT_4.2_MRD_Policy.pdf

Police Chief Holland introduced the discussion on body worn cameras, and introduced several members of his team, and Skip Cornbrooks of the City Attorney's Office, who were available for questions. Chief Holland provided background information on the body worn camera program which began as a pilot in partnership with LGIT in 2013. Chief Holland stated that the Police Department had provided an update and evaluation of the program in 2015 to Council, where problems were identified with the cameras; the cameras were not rugged enough, there was a lack of security of the footage, and there was no ease of use. Chief Holland added that the department did a detailed evaluation of seven models of cameras, and continued to provide details on the various camera models. Chief Holland stated that the department had determined that the Panasonic Arbitrator was the best choice due to ease of use, long battery life, large field of vision, encrypted video, vision in low light, large internal storage capacity, ability to tag and bookmark incidents, and built in GPS. Chief Holland added that the department had looked at the best practices for use and implementation of the body worn cameras, to which all of the essential user decision items were met.

Chief Holland then reviewed the best practices that the Police Department would be able to comply with in accordance with the 21st Century Policing model that Council adopted earlier in the year. Chief Holland stated that the Police Department had been working hard on updating the Police Department's policy on body worn cameras and that they were confident that the policy for the HCPD would meet the requirements from the State Police Training Commission. Chief Holland added that the department was looking closely at the length of record retention for videos and informed Council that the final policy would be presented to the Mayor and Council as well as published on the City's website. Chief Holland acknowledged his staff for their work, and opened the floor for questions regarding the sole source procurement of the Panasonic Arbitrator cameras, and the allocation of $15,000.00 from the current fiscal year's CIP budget.

Mayor Hollingsworth thanked Chief Holland for the detailed memorandum and presentation. Councilmember Paschall stated appreciation for the work put into the presentation and added that he agreed with the recommendation. Councilmember Paschall asked how many cameras $15,000.00 would purchase, and if this purchase would replace the existing cameras. Chief Holland responded and stated that the department only had one or two of the original cameras left, and that the funds would purchase approximately ten cameras. Chief Holland added that the FY17 budget contained $25,000.00 that would allow for 20 more cameras in order for all patrol officers to be outfitted in the next year, with spares also available.

Councilmember Paschall asked if there were action items within the President's report on policing that the policy did not meet, to which Chief Holland replied that there were no action items unmet.

Councilmember Wright stated that the report was outstanding and asked if the encrypted back office was off premise as well as fairly updated. Mr. Hartnett stated it worked on a server on the third floor and that it was replaced the previous year. Councilmember Wright asked when the NAS portion of the storage was purchased and if the server was exclusive for this use. Mr. Hartnett stated that the NAs portion was purchased two months previous to the meeting and that there was a built in life cycle replacement every five years. Councilmember Wright then asked, regarding confidentiality, if the department was prohibited from modifying data on the camera itself or the server. Councilmember Lawrence clarified that the policy in discussion was not the City's policy, but rather served as guidance. The Council decided to take action on the request to approve the procurement of body worn camera.

Motion # 84-05-16
I move that the Mayor and Council approve the sole source procurement of Panasonic Arbitrator Body Worn Cameras and additionally authorize the expenditure of $15,000 from the FY2016 Police Department Capital Improvements Budget for the purchase of Body Worn Camera equipment.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

9.c 3505 Hamilton Street Environmental Assessment (15 minutes)

3505_Environmental_Assessment_cover.pdf

Memo_Purchase Order Request for AMA for Services.pdf

Asbestos Proposal FandR for 3505 Hamilton Street.pdf

Asbestos Proposal ECS for 3505 Hamilton Street.pdf

Asbestos Proposal AMA2 21APR2016 3505 Hamilton Street rev pro.pdf

Department of Public Works Director Riddle introduced Project Manager Hal Metzler and Jeff Burkhart from Johnson, Mirmiran & Thompson, Inc. (JMT). Director Riddle provided background information on the request and stated that, as a part of the 3505 Hamilton Street Project, an environmental assessment was required.

Councilmember Paschall asked how much was budgeted for this project and Director Riddle stated that the funds would come out of the operating budget under Professional Services, and would not impact other planned Professional Services activities.

Councilmember Frazier asked what the purpose of having this assessment was, to which Director Riddle responded that the City needed to evaluate and remediate any existing hazardous materials. Councilmember Frazier asked if staff was aware of the presence of hazardous materials at 3505 Hamilton Street and Director Riddle stated that there were existing hazardous materials in the building and that they would entrust the professionals to take care of these matters.

Mayor Hollingsworth asked if there was any uneasiness to moving this item. Council President Haba asked about the proposal process, and Director Riddle provided details on the proposal and the differences in costs between various proposals. Mr. Metzler added that one of the main differences in cost was that AMA provided construction drawings which would relieve the need of hiring an additional contractor. Council President Haba asked if the need for construction drawing was in the RFP, and Mr. Burkhart stated that it was a need of the process and for the second RFP they would need to have a set of drawings. Mr. Burkhart added that this proposal would be a single source risk and the recommended company also had its own laboratory. Mr. Burkhart then clarified that the other companies did not provide construction drawings despite the fact that they were requested.

Motion # 85-05-16
I move that the Mayor and Council approve the appropriation of funding not to exceed $12,450.00 to Aerosol Monitoring & Analytics for a Hazardous Material/Environmental Assessment of 3505 Hamilton Street.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Warner
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

10) Council Dialogue (9:45 p.m. – 9:55 p.m.)

Councilmember Croslin thanked the Hyattsville Preservation Association for the Historic House tour. Councilmember Solomon asked that prayers and thoughts were sent to the Perry family. Councilmember Warner stated that the past weekend was a big weekend for Ward 2 residents, with the tour and the Grand Opening of Harper Books. Councilmember Warner added that she enjoyed the interaction of neighbors. Councilmember Wright echoed sentiments of the house tour. Mayor Hollingsworth asked for Council feedback regarding meeting start times. Council President Haba suggested holding public hearings at 7:30 p.m. or revisiting the closed session start times. Councilmembers Paschall and Warner expressed concern regarding difficulty getting to meetings starting at 7:00 p.m.

Motion # 86A-05-15

I move that the Mayor and Council to rescheduled the Public Hearing for the Residential Parking Petition on June 6, 2016 at 7:00 p.m. to take place on June 6, 2016 at 7:30 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paschall
SECONDER:	Lawrence
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

11) Community Notices and Meetings

11.a City Calendar: May 17 - June 6, 2016

Main City Calendar_May 17 - June 6.pdf

May Calendar.pdf

June Calendar.pdf

Councilmember Ward noted the opening of the Food Forest.

12) Motion to Adjourn

The meeting adjourned at 9:27 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin
SECONDER:	Ward
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

Notice of Public Hearing

The Mayor and City Council held a public hearing to consider a petition in support of the designation of a residential parking zone for the areas of 5100 - 5102 41st Avenue and the 4100 blocks of Farragut and Gallatin Streets.

1) Call to Order

The Public Hearing was called to order at 7:33 p.m.

2) Public Comment

Sherry Wilder, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone for the areas of 5100-5102 41st Avenue and the 4100 blocks of Farragut and Gallatin Streets. Ms. Wilder asked all Top of the Park residents to stand and stated that the Top of the Park community was a three sided community but only had parking on two sides. Ms. Wilder added that the members of Top of the Park community were residents of Hyattsville and deserved parking.

Robert Harper, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Harper stated that he has not had any parking problems at his home and added that this proposal would cause problems for the elderly. Mr. Harper addressed the criteria presented in the letter and explained how all criterion were not met.

Robert Harper read a letter on behalf of Herb Hille and Victoria Boucher, Ward 2 residents, who addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Hille and Ms. Boucher stated that the letter misled residents and would impose many problems and setbacks on residents, in a totalitarian manner.

Sarah Harper, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone and stated that she did not want this issue to turn into an ugly situation. Ms. Harper added that she had guests over often, and this proposal would hinder her ability to entertain.

Nina Faye, a Ward 3 resident, addressed the Mayor and Council regarding the petition for a residential parking zone. Ms. Faye stated that she has served on and attended Residential Parking Zone Committee meetings and had continuously heard resident opposition that was being ignored by the City and this letter.

Fay Batts, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Ms. Batts stated that she had not seen any issues with the current parking conditions and addressed the issues for the elderly. Ms. Batts added that this proposal would bring more problems than solutions.

Michael Fain, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone and stated that he was amazed that this conversation was happening. Mr. Fain stated that he had moved to the Top of the Park Apartments for the sense of community and expressed hope for this issue to be resolved between neighbors of the same community.

Sofia Boughanmi, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Ms. Boughanmi stated that all residents should be able to park on a public street.

Noelle Boughanmi, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone and referenced the letter as well as the City Charter. Ms. Boughanmi noted that the City Charter used the term “resident” rather than “homeowner” in the details of Residential Parking Zones, which would not exclude residents of Top of the Park. Ms. Boughanmi then posed a question to Council of how the City would prevent certain residents from parking on City streets, and explained that the petition at hand would give preference to homeowners and create an unfair precedent.

Erin Scott, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Scott believed that those who resided in the City or were visitors of residents would be able to park on City streets. Mr. Scott then stated that there would be security concerns for certain residents and visitors if this petition was accepted.

Pat Yinkey, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Yinkey stated that he would not personally be affected by the proposed residential parking zone, but stated that he had served on the Code Advisory Committee and had experienced residents' requests not being taken into account in the past. Mr. Yinkey asked that the City considered an alternate solution to parking in the City.

Joy Truby, a Ward 2 resident, addressed the Mayor and Council regarding the petition for a residential parking zone. Ms. Truby stated that she did not hold a position on the issue, but when she went to the City website she was unable to find the supporting documents for the petition. Ms. Truby added that she had lived in her home for 41 years and never had a problem with parking.

Kia Murray, a Ward 2 resident and the Property Manager for Top of the Park, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Ms. Murray provided background information on Southern Management, the property owner of Top of the Park. Ms. Murray stressed that residents of Top of the Park were residents of the City of Hyattsville and introduced specific long-term residents. Ms. Murray stated that she works hard to keep her residents and neighboring homeowners feel comfortable. Ms. Murray stated that the residents of Top of the Park were not transient, that they were not leaving, and needed somewhere to park.

Dennis Breen, a Ward 2 resident, addressed the Mayor and Council in support of the petition for a residential parking zone. Mr. Breen read statements written by Mary Kay Giunta and Patty Galotti in support of the petition as well. Ms. Giunta stated that she and her husband had lived on Farragut Street for a long time and relied on street parking. Ms. Giunta noted an increase of out of state cars as well as decreased parking availability due to recent traffic calming devices. Ms. Giunta had also found trash and damage to properties due to the cars parking on the street, despite lots of investment into maintenance. Ms. Galotti wrote that she was one of the authors of the petition and noted that there was a significant increase of non-resident cars parked on both sides of the no outlet area of 41st Avenue. Ms. Galotti added that she had noticed scratches on her car and an increase in trash from these vehicles. Mr. Breen then provided his statement, and noted that he had lived on 41st Avenue since 1983. Mr. Breen stated that overflow parking had become a normalcy. Mr. Breen stated that a good portion of the cars came from people doing business at the Justice Center because it was free and legal parking. Mr. Breen explained that more and more streets became residential parking zones, which left only two streets for people to park on, and that the problem was now on his doorstep. Mr. Breen then clarified that out of the twelve homes that did not have off-street parking, ten were in support of the petition and two were unable to be reached. Mr. Breen added that the study should look into the old WSSC lots for resident parking to combat this issue.

Willie Byrd, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Byrd stated agreement for looking into the WSSC lots and stressed that the residents of Top of the Park were residents of the City and paid taxes and voted just like any resident. Mr. Byrd added that decreasing parking availability would also decrease safety for certain residents.

Flawn Williams, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Mr. Williams stated that he had received the petition and could only find one issue that resonated with him: the trash issue. Mr. Williams clarified that this issue had no relation to allowing people to park on City streets. Mr. Williams noted that if there were safety issues on these streets, then they should be painted yellow and no residents should be allowed to park there.

Casey Arevalo, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone.

Marialis Zmuda, a Ward 2 resident, addressed the Mayor and Council in opposition to the petition for a residential parking zone. Ms. Zmuda stated that the Gallatin residents had no interest in parking restrictions, and asked that they be removed from this petition.

Mayor Hollingsworth thanked the residents for attending the Public Hearing and stated that the City Administrator would present her recommendation to Council on the Council Meeting of July 18, 2016.

3) Background Information

3.a Background Information

Public_Hearing_cover.pdf

Resident Notification Letter_Public Hearing June 6

4) Motion to Adjourn

The Public Hearing was adjourned at 8:18 p.m.

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Administration

SUBJECT
City Administrator Update (5 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Summary Background:
City Administrator Nicholson will provide a brief update to the Mayor, Council and Residents.

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
N/A

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent & Accessible Governance

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Finance

SUBJECT
Update of FY-2015 Audit (5 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Summary Background:
The FY-2015 audit is slowly progressing. We are in the early stages of various activities including but not limited to the following:
- The analytical review of revenues recorded in the General Fund and Special Revenue Funds.
- Identifying various employees and Council members to interview and answer random questions prepared by the auditors.
- Begin recording stakeholder's responses on financial information provided in confirmation letters.

As we approach spring and summer our revised time frame to complete the FY-2015 audit is the end of October 2016.

Next Steps:
Continue to push thru the various stages of analytical review to complete the FY-2015 audit.

Fiscal Impact:
Late audit filings with the Department of Administrative Services can result in the loss of various State Grants, loss of revenue from the State Highway Fund and limited opportunities to secure funding for current and future capital improvement needs.

City Administrator Comments:
See Summary Background above

Community Engagement:
N/A

Strategic Goals:
Goal 1 – Ensure Transparent & Accessible Governance

Legal Review Required?

N/A

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Finance

SUBJECT
Schedule Public Hearing, August 1, 2016

Motion #
02-07-FY17

Recommendation:
I move that the Mayor and Council schedule a public hearing on August 1, 2016 at 7:00 PM in order to hear public comment on the Proposed Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in the City of Hyattsville in an aggregate principal amount not exceed $17,750,000 and a interest rate not to exceed 5% per annum.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
DOCS-#188500-v3-2016_Hyattsvile_UTC_Notice_of_Public_Hearing.DOCX

Summary Background:
A public hearing is held prior to City Council authorizing an ordinance or resolution for the purposes of issuing any bonds, notes or other evidences of indebtedness (including refunding bonds, notes or other evidences of indebtedness) per Section C5-23B-C of the Charter. Additionally, according to the indenture of trust passed by the City in August of 2004, the City is to give notice to the trustee and the trustee notice to bond holders, both are required prior to the date of redemption.

Next Steps:
City Council approval and passage of the Proposed Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in the City of Hyattsville in an aggregate principal amount not exceed $17,750,000 and a interest rate not to exceed 5% per annum.

Fiscal Impact:
No fiscal impact to the City's operating funds. This refunding provides the owners of the UTC project a reduced interest rate and reduction in their debt service payments.

City Administrator Comments:
Recommend Approval.

Community Engagement:
The public hearing provides an opportunity for the community to get information, ask questions and give public comments related to this issue.

Strategic Goals:
Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?
Still in legal review with bond counsel.

NOTICE OF PUBLIC HEARING

Monday, August 1, 2016 –
7:00 p.m.

Concerning Proposed Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in City of Hyattsville

The City Council (the "City Council") of City of Hyattsville (the "City") will conduct a **Public Hearing on Monday, August 1, 2016 at 7:00 p.m.,** to discuss the proposed issuance of revenue bonds, notes or other similar instruments from time to time in an aggregate principal amount not to exceed $17,750,000 and bearing interest at a rate or rates not to exceed 5.00% per annum (the "Refunding Bonds") to refund in whole or in part the outstanding City of Hyattsville Special Obligation Bonds (University Town Center Project), Series 2004 (the "2004 Bonds"). The 2004 Bonds were issued pursuant to Section 44A of Article 23A of the Annotated Code of Maryland (as since re-codified, the "Act") to finance or reimburse the cost of (i) certain infrastructure improvements within or outside the University Town Center Special Taxing District (the "District") established by Hyattsville Resolution 2004-02 of the City Council (the "Designation Resolution"), (ii) establishing a debt service reserve fund, (iii) issuance costs of the 2004 Bonds, and (iv) other expenses permitted by the Act. The Series 2004 Bonds are currently outstanding in the aggregate principal amount of approximately $16,640,000. Any Refunding Bonds shall be issued pursuant to the Act and any other applicable Maryland law. Proceeds of the Refunding Bonds may be applied to fund a debt service reserve fund, pay issuance costs of the Refunding Bonds and fund other costs permitted by the Act, in addition to refunding the outstanding 2004 Bonds in whole or in part. It is anticipated that any Refunding Bonds will be structured to achieve debt service savings, although applicable law allows Refunding Bonds to be issued for other purposes.

A proposed resolution authorizing the Refunding Bonds was scheduled for introduction before the City Council on July 18, 2016.

The District encompasses approximately 23.3693 acres of land and is generally bordered by Toledo Road on the north, Democracy Avenue (originally known as Streets E and H) and certain property adjacent thereto on the east, East-West Highway (Maryland Route 410) on the south and Belcrest Road on the west.

The Series 2004 Bonds are payable from certain special taxes (collectively, the "Special Tax") levied on property within the District pursuant to the City of Hyattsville, Maryland University Town Center Special Taxing District Rate and Method of Apportionment of Special Taxes (the "Rate and Method") adopted and approved pursuant to Hyattsville Resolution 2004-03 of the City Council (the "2004 Bond Resolution"). The Rate and Method provides that the Special Tax shall continue to be computed, imposed, levied and collected on real property within the District in connection with any bonds (within the meaning of the Act) issued to refund the Series 2004 Bonds. The Special Tax has been, and will continue to be, collected and secured in the same manner as general ad valorem taxes, unless otherwise provided in the 2004 Bond Resolution and the Rate and Method, and has been, and will continue to be, subject to the same penalties and the same procedure, sale and lien priority in the case of delinquency as is provided for general ad valorem taxes with respect to any Refunding Bonds and any Series 2004 Bonds remaining outstanding. In connection with authorizing the Refunding Bonds, the City does **not** intend to amend the Rate and Method to increase the maximum Special Tax provided for thereunder.

Any Refunding Bonds issued by the City pursuant to the proposed resolution shall never constitute a general obligation debt of or a pledge of the City's full faith and credit or taxing powers. The only funds the City will be obligated to use to make payment on any Refunding Bonds will be those that result from the Special Tax levied on and collected from property in the District.

Proceeds of collected Special Taxes will be deposited in the special fund created pursuant to the Designation Resolution and applied to pay debt service on any Refunding Bonds and any 2004 Bonds remaining outstanding, to replenish any debt service reserve fund and for any other purpose relating to the ongoing expenses of or security for any Refunding Bonds and any 2004 Bonds remaining outstanding.

There will be opportunity for discussion of the details of the proposed Refunding Bonds at the Public Hearing.

The proposed resolution may be passed (i) as introduced or (ii) as amended, either at the City Council meeting held on the same day as and following the public hearing or at a subsequent City Council meeting. Copies of the proposed resolution may be obtained by contacting Laura Reams, City Clerk, as indicated below or by viewing the agenda packet for the applicable meeting at www.hyattsville.org/councilagendas.

The Public Hearing will be held at the Hyattsville Municipal Building (4310 Gallatin Street) in the third floor Council Chambers. Public testimony is encouraged. This hearing will be broadcast live on cable channels 71 (Comcast) and 12 (Verizon).

Questions on this Public Hearing or requests regarding special accommodations may be directed to Laura Reams, City Clerk, by e-mail to lreams@hyattsville.org or call 301-985-5009.

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: City Clerk

SUBJECT
Appointments to the Health, Wellness and Recreation Advisory Committee

Motion #
03-07-FY17

Recommendation:
I move that the Mayor and Council appoint Lauren Comeau (Ward 1) and Julia Crooks (Ward 2) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on July 19, 2018.

Sponsor(s):
Lawrence, Warner, Solomon

ATTACHMENTS

Comeau _Redacted HWRAC.pdf

Crooks_Redacted HWRAC.pdf

Summary Background:
The HWRAC was established by the City Council in November 2015. The first meeting of the Committee will be held in July 2016.

Next Steps:
Staff liaisons for HWRAC Committee will reach out to the new appointees to invite them to attend the first meeting.

Fiscal Impact:
None

City Administrator Comments:
N/A

Community Engagement:
Agendas for the HWRAC Meetings will be posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:
Goal 1 - Ensure Transparent & Accessible Governance
Action 1.1 - Provide information and opportunities for resident participation in civic endeavors.

Legal Review Required?
N/A

City of Hyattsville

Submit Date: Jun 15, 2016

Board, Committee and Commission Application

Status: submitted

Profile

Lauren
First Name

Comeau
Last Name

[redacted]
Email Address

[redacted]
Street Address

[redacted]
Suite or Apt

[redacted]
City

[redacted]
State

[redacted]
Postal Code

To find your City Ward, click on this link! http://www.hyattsville.org/538/Residency-Verification-Page

Ward 1
Ward

[redacted]
Primary Phone

[redacted]
Alternate Phone

Which Boards would you like to apply for?

Health, Wellness and Recreation Advisory Committee

Referred By:

Biographical Statement

I am passionate about public service and as a resident of the community I would like to serve the community at a greater level. I am employed by the U.S. Government Accountability Office where I am a Senior Analyst in the Financial Markets & Community Investment team. For the past year, I have served as a detailee to the Senate Appropriations Financial Services & General Government subcommittee. I have worked on a wide range of health and wellness initiatives funded through Treasury, HUD, and District of Columbia. Serving the community as a member of the Health, Wellness and Recreation Advisory Committee would be a great fit for me as I value an active and healthy lifestyle. I have frequented the trails via biking or walking, enrolled in local yoga and dance classes, and observed local recreation events. The city prides itself for being a 'World Within Walking Distance' but as the community evolves it is important to not only engage the residents but work to create a safe space for their active lifestyle. It would be an honor to serve the city in this capacity.

City of Hyattsville

Board, Committee and Commission Application

Submit Date: Jun 14, 2016
Status: submitted

Profile

Julia
First Name

Crooks
Last Name

[redacted]
Email Address

[redacted]
Street Address

[redacted]
Suite or Apt

[redacted]
City

[redacted]
State

[redacted]
Postal Code

To find your City Ward, click on this link! http://www.hyattsville.org/538/Residency-Verification-Page

Ward 2
Ward

[redacted]
Primary Phone

[redacted]
Alternate Phone

Which Boards would you like to apply for?

Health, Wellness and Recreation Advisory Committee

Joseph Solomon
Referred By:

Biographical Statement

My name is Julia Crooks, I am a City of Hyattsville resident since 2007 and lived on Nicholson St. since 2010. I am an adjunct faculty member at Prince George's Community College where I have taught workshops on Health Literacy, and was previously a hospital administrator. I love to be outside and want to be a part in improving the recreation facilities in Hyattsville, as well as contribute to the health and wellness of our community residents.

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
Cintas Uniform Company Contract

Motion #
04-07-FY17

Recommendation:
I move that the Mayor & Council approve the contract with Cintas Uniform Company not to exceed $15,500.00 per year, upon the review and approval of the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Summary Background:
The Department of Public Works budgets to provide uniforms to the staff each year. This is a welcomed and necessary benefit, as the wear and tear on the uniforms can be significant and extremely costly if paid by employees. The current contract with G&K Uniforms expires on August 6th. In an effort to reduce costs the staff contacted Cintas Uniforms and ACE Uniforms for comparison pricing. Cintas Uniforms was able to provide the best value and at a reduced cost. Cintas is a participating vendor of US Communities which allows them the ability to offer significant savings to their customers. U.S. Communities is the leading national cooperative purchasing program, providing world class government procurement resources and solutions to local and state government agencies.

Next Steps:
Uniforms include shirts, pants, safety shirts, and safety boots. The contract will not exceed the adopted operating budget funds of $15,500.00.

Fiscal Impact:
The Department of Public Works operating budget will cover the costs of providing uniforms to staff, not to exceed $15,500.00

City Administrator Comments:
Recommend Support

Community Engagement:
None

Strategic Goals:

Foster Excellence in all City Operations

Legal Review Required?
Complete

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
ADA Compliance and Accommodation on Intersections Along Nicholson Street

Motion #
05-07-FY17

Recommendation:
I move that the Mayor and Council approve the contract with Team Cam for the ADA accommodations on Nicholson St, not to exceed $18,000.00 and upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
ADA work Est_2827_from_Team_Cam_LLC_6656.pdf

Summary Background:
The City received a request to improve sidewalks on Nicholson St to accommodate a blind resident whose child will be starting school at Felegy Elementary in August 2017. The staff provided the Mayor and Council with our initial analysis during the June 2016 Council meeting and confirmed the need for continuous sidewalk ramps on the North side of Nicholson St starting from 37 Ave to 31st Place. The City has now obtained 3 estimates and recommends moving forward with the proposal from Team Cam. Team Cam provides the City with the best value and can complete the work in the required time frame.

Next Steps:
Upon Council approval, funds for this project will be appropriated from the $20,000 currently in the ADA Improvements line of the Capital Improvement Projects budget.

Fiscal Impact:
There is $20,000.00 in the CIP for funding this project.

City Administrator Comments:
Recommend Support

Community Engagement:
The staff will inform the community of the dates and time work will commence and be completed.

Strategic Goals:
Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?
Complete

Team Cam, LLC
701 Evelyn Avenue

(443) 304-2237
443-304-2328
jhall@teamcamservices.com
www.teamcamservices.com

Bid Proposal 2827

CLIENT:
City of Hyattsville
Mike Schmidl
4310 Gallatin St.
Hyattsville, MD 20781

PROJECT ADDRESS:
City of Hyattsville
Mike Schmidl
4310 Gallatin St.
Hyattsville, MD 20781

4/26/2016

We are pleased to submit the following proposal:

ADA Ramp Replacements	17,850.00

- 14 ramp locations
- Mark all areas to be replaced
- Demo and removed old concrete from indicated areas
- Use of rebar as reinforcement throughout slab, lapped and tied
- Pour w/3500-4500 psi concrete
- Pour new fiber strengthen concrete
- Install truncated dome mats
- Install expansion joints where needed.
- Broom finish surface
- Removal of forms and restoration of disturbed areas
- Paint curbs as needed

Ramps will be in compliance with Federal ADA Regulations unless otherwise specified

Price is based on being able to complete installations all at one time

Total: $17,850.00

Signature ____________________ Acceptance Date: ____________________

Building Services *Masonry* *Waterproofing*
Paint *Concrete* *Pressure Washing*
Restoration *Asphalt* *Tenant Improvements*

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
NZI Construction, Inc. Contract

Motion #
06-07-FY17

Recommendation:
I move that the Mayor & Council approve the contract with NZI Construction Inc. not to exceed $3,000,000.00 upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
Prince Georges County Contract 910-H.pdf

Summary Background:
The County has a contract NTE $3M with NZI Construction Inc. The City has a number of significant street projects that are scheduled for the upcoming season. The 2017 Infrastructure projects list includes: University Hills Sidewalk and Street Renovation, installation of storm water mitigation at University Hills and other locations, installation of sidewalk and low impact design at 37th Place, and additional curb, gutter, street milling, paving, installation of retaining walls and other infrastructure work required by the Department of Public Works. These projects are not expected to exceed $1.3M in FY17, and can be approved by riding off of the County Contract. The City has used NZI as its source for street, sidewalk and other infrastructure projects and has been pleased with their performance.

Next Steps:
The Capital Improvement Budget for FY17 includes $1,300,000.00 for University Hills Sidewalk and Street Renovation and other street and sidewalk infrastructure projects. The Capital Improvements Budget for FY18 includes $1,300,000.00 for University Hills Sidewalk and Street Renovation and other street and sidewalk infrastructure projects. The total contract costs should not exceed $3,000,000.00 as outlined in the County contract rider.

Fiscal Impact:
The funds for this contract are in the Capital Improvements Budget and will not exceed $3,000,000.00 for FY17 and FY18.

City Administrator Comments:
Recommend Support

Community Engagement:
None

Strategic Goals:
Ensure the Long-Term Economic Viability of the City

Legal Review Required?
Complete

Bond No.: 1038983

CONTRACT AGREEMENT

THIS AGREEMENT made the 14th day of January 201__, by and between **NZI Construction Corporation, a business located at 11601 Spruce Avenue, Beltsville, Maryland 20705,** herein called the "Contractor," and **PRINCE GEORGE'S COUNTY, MARYLAND**, a body corporate and politic, herein called the "County."

Witnesseth, that the Contractor and the County for the considerations here mentioned agree as follows:

Article 1. Scope of Project: The Contractor shall furnish all **labor, equipment, materials, supervision** and perform all of the work shown on the drawings and described in the specifications entitled **Road Resurfacing and Related Improvements in Councilmanic Districts – 5 Contracts, Contract No. 910-H (E)/D,** prepared by **Prince George's County, Maryland, Department of Public Works and Transportation,** who (or their successor) is herein called the "Engineer" and "Construction Manager," respectively; and shall do everything required by **the Contract Documents (as defined in Part II Prince George's County General Terms and Conditions). The Drawings and Procurement Request which comprise part of the Contract Documents are listed below.** All of the Contract Documents, including the County General Terms and Conditions, are incorporated in this agreement as if fully set forth herein.

Drawings: Not Applicable

Proposal: **Road Resurfacing and Related Improvements in Councilmanic Districts – 5 Contracts, Contract No. 910-H (E)/D**

Article 2. Time of Completion: The Project shall be commenced **in accordance with the County's "Notice To Proceed"** and shall be completed within Five hundred fifty (550) calendar days thereafter. **If the work is not completed within the Five hundred fifty (550) calendar days, the Contractor will be liable for liquidated damages of Five Hundred Dollars ($500.00) per calendar day late as specified in Article 7.12 of the General Terms and Conditions of the Contract.**

Article 3. The Contract Price: The County shall pay the Contractor (subject to additions and deductions to reflect quantities of materials incorporated into the work and as specified herein) as follows:

Three Million Five Hundred One Thousand Dollars and Zero Cents ($3,501,000.00)

Article 4. Special Provisions:

A. NZI Construction Corp. hereby agrees to enter into Contract with the noted Minority Contractors/Suppliers to perform the following:

Name of Sub-Contractor/Supplier	Type of Work/Service	Contract Amount/%

B. Contractor shall coordinate all work with the Project Manager.

Article 5. Manner of Payment: The County shall make payment on account of the Contract Price, in accordance with Article 8.03 of the General Terms and Conditions of the Contract.

The Contractor's Federal Tax Identification No. is 52-1446806.

Invoices should be prepared in duplicate in the name of the ***Prince George's County, Maryland, Department of Public Works and Transportation****, and should indicate thereon the Contract No., and bear the following certification:*

I/We certify that we have made payments from proceeds of prior payment, and/or that we will make timely payments from the proceeds of the progress or final payment now due, to subcontractors and suppliers in accordance with our contractual arrangements with them.

The Contractor (or authorized representative) shall sign the original invoice only, indicating the title of the signer, and mail to:

Prince George's County, Maryland
Department of Public Works and Transportation
Office of Engineering and Project Management
9400 Peppercorn Place Suite 310
Largo, Maryland 20774

Article 6. Final Completion and Final Payment: Final payment to be due thirty (30) days after Final Completion of the Project.

Upon receipt of written notice that the project is ready for final inspection and acceptance, said Engineer or Construction Manager shall promptly inspect the same. When he finds the work and materials acceptable under the Contract and that the Contract has been fully performed, and upon receipt of evidence satisfactory to him that all payrolls, material bills and other indebtedness connected with the Project have been paid, and release of liens have been furnished to the County, said Engineer or Construction Manager shall promptly issue an acceptance certificate, signed by him.

Said certificate shall state that the Contract has been fully performed according to its terms and that the work performed and materials furnished thereunder have been accepted by the Engineer or Construction Manager as being in accordance with the Contract; and shall set forth the balance found by said Engineer or Construction Manager to be due and payable to the Contractor.

If after Substantial Completion of the Project, Final Completion is materially delayed through no fault of the Contractor, and said Engineer or Construction Manager so certifies, the County shall, without terminating the Contract, pay the balance certified by the Engineer or Construction Manager to be due for that portion of Work fully completed and accepted. The terms and conditions of such certification shall be the same as those for final payment, above set forth, but payment pursuant thereto shall not constitute a waiver of claims.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first above written.

Witness/Attest:	**NZI CONSTRUCTION CORPORATION**
Name: Matilde A. Nazario	**Joaquim F. Nazario**
Title: Corp. Sec.	**President**
Date: 5-19-2015	

Bond No. 1038983

Witness:

PRINCE GEORGE'S COUNTY, MARYLAND

Barry L. Stanton
Deputy Chief Administrative Officer

Reviewed and Approval Recommended
Darrell B. Mobley, Director
Department of Public Works and Transportation

Reviewed for Legal Sufficiency

Budgetary Data:
ARC No.: ______________________________
Requisition No.: ________________________
Fund Source:____________________________
Title: _________________________________

CORPORATE ACKNOWLEDGEMENT
CONTRACT AGREEMENT

STATE OF MARYLAND :
: ss Tax ID No. 52-1446806
COUNTY OF Montgomery :

On this 19th day of May 2015, before me the undersigned notary, personally appeared Matilde A. Nazario, (Corporate Secretary or other Officer) and acknowledged as follows:

That he/she is the Corp. Sec (Title) of the NZI Construction Corp. (Name of Corporation), a Corporation in good standing in the State of Maryland and named as Principal in the attached instrument;

That Joaquim F. Nazario (Name of Corporate Officer Signing Agreement) as President (Title) of said Corporation, being so authorized, did sign the aforegoing instrument on behalf of the Principal;

That said signature is genuine and that said instrument was duly signed, sealed and attested to on behalf of the said Corporation by authority of the following officers of said Corporation:

Signature	Joaquim F. Nazario, President Name and Title
Signature	Nelson A. Nazario, Vice President Name and Title
Signature	Matilde A. Nazario, Corp. Sec. Name and Title

and that said acknowledgment of the said instrument is the free act and deed of the Corporation.

(SEAL)

Notary Public

3-18-19
Commission Expires

Bond No. 1038983

PERFORMANCE BOND

NZI CONSTRUCTION CORPORATION	11601 Spruce Avenue, Beltsville, MD 20705
Principal	**Business Address of Principal**
The Hanover Insurance Company	
Surety	**Obligee**
	PRINCE GEORGE'S COUNTY, MARYLAND
a Corporation of the State of New Hampshire	**(the "County") by and through the**
and authorized to do business in the State of Maryland	**Department of Public Works and Transportation**

Penal Sum of Bond (express in words and figures):

Three Million Five Hundred One Thousand and 00/100 Dollars ($3,501,000.00)

Date of Contract ____________________

BOND NO. 1038983

Date Bond Executed May 19, 2015

Description of Contract: Road Resurfacing and Related Improvements in Councilmanic Districts - 5 Contracts

Contract No. 910-H (E)/D

KNOW ALL MEN BY THESE PRESENTS, That we, the Principal named above and Surety named above, being authorized to do business in Maryland, and having business addresses as shown above being are held and firmly bound unto the Obligee named above in the Penal Sum of this Performance Bond stated above, for the payment of which Penal Sum we bind ourselves, our heirs, executors, administrators, personal representatives, successors and assigns, jointly and severally, firmly by these presents. However, where Surety is composed of Corporations acting as co-sureties, we, the co-sureties, bind ourselves, our successors and assigns, in such Penal Sum jointly and severally as well as severally only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each co-surety binds itself, jointly and severally with the Principal, for the payment of such sum as appears above its name below, but if no limit of liability is indicated, the limit of such liability shall be the full amount of the Penal Sum.

WHEREAS, Principal has entered into or will enter into a Contract with the County, by and through the Department of Public Works and Transportation acting for the County, which Contract is described and dated as shown above, and incorporated herein by reference, and is more particularly defined in the General Terms and Conditions of Contract (the "Contract"). The Contract Documents (as defined in the General Terms and Conditions of Contract) are also incorporated herein by reference.

WHEREAS, it is one of the conditions precedent to the final award of the Contract that these presents be executed.

NOW, THEREFORE, during the original term of said Contract, during any extensions thereto that may be granted by the County, and during the guarantee and warranty period, if any, required under the Contract, unless otherwise stated therein, this Performance Bond shall remain in full force and effect unless and until the following terms and conditions are met:

1. Principal shall well and truly perform under the Contract Documents

2. Principal and Surety shall comply with the terms and conditions contained in this Performance Bond.

Whenever Principal shall be declared by the County to be in default under the Contract Documents, the Surety may, within fifteen (15) days after notice of default from the County, notify the County of its election to either promptly proceed to remedy the default or promptly proceed to complete the Contract in accordance with and subject to its terms and conditions. In the event the Surety does not elect to exercise either of the above stated options, then the County thereupon shall have the remaining Contract work completed, Surety to remain liable hereunder for all expenses of completion up to but not exceeding the penal sum stated above.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the work to be performed thereunder shall in any way affect its obligations on this Performance Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Work.

This Performance Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

IN WITNESS WHEREOF, Principal and Surety have set their hands and seals to this Performance Bond. If any individual is a signatory under the Principal heading below, then each such individual has signed below on his or her own behalf, has set forth below the name of the firm, if any, in whose name he or she is doing business, and has set forth below his or her title as a sole proprietor. If any partnership or joint venture is a signatory under the Principal heading below, the authorized official of each such partnership or joint venture has signed below, has set forth below the name of the partnership or joint venture, and each member has set forth below his or her title as a general partner, limited partner, or member of joint venture, whichever is applicable. If any Corporation is a signatory under the Principal or Surety heading below, then each such Corporation has caused the following: the Corporation's name to be set forth below, a duly authorized representative of the Corporation to affix below the Corporation's seal and to attach hereto a notarized corporate resolution or power of attorney authorizing such action, and each such duly authorized representative to sign below and to set forth below his or her title as a representative of the Corporation. If any individual acts as a witness to any signature below, then each such individual has signed below and has set forth below his or her title as a witness. All of the above has been done as of the Date of Bond shown above.

In Presence of Witness:	Individual Principal
____________________________as to	____________________________(SEAL)

Bond No. 1038983

In Presence of Witness:	Co-Partnership Principal
	(Name of Co-Partnership)
as to	Partner
as to	Partner
as to	Partner

Attest:	Corporate Principal
	NZI CONSTRUCTION CORPORATION (Name of Corporation) AFFIX CORPORATE SEAL
Corporate Secretary Matilde A. Nazario	President Joaquim F. Nazario

Attest:	
	The Hanover Insurance Company (Surety) AFFIX CORPORATE SEAL
Surety Witness Richard A. Montgomery	Signature Attorney-in-Fact
BB&T Insurance Services, Inc. dba BB&T - Atlantic Risk Management Name of Branch Office	Dayna M. Betz, Attorney-In-Fact Printed or Typed Name
Signature, Resident Agent — Date: May 19, 2015	7130 Glen Forest Drive, Suite 200 Business Address of Surety
LeeAnne K. Michaud Printed or Typed Name	Richmond, VA 23226
2092464 Resident Agent's Registration Number	(804) 673-5584 Telephone Number
5850 Waterloo Road, Suite 240 Resident Agent's Address	
Columbia, MD 21045	
(410) 480-4400 Telephone Number	

Bond No. 1038983

CORPORATE ACKNOWLEDGEMENT
PERFORMANCE BOND

STATE OF MARYLAND :
: ss Tax ID No. 52-1446806
COUNTY OF Montgomery :

On this 19th day of May 2015, before

me the undersigned notary, personally appeared Matilde A. Nazario,
(Corporate Secretary or other Officer)

and acknowledged as follows:

That he/she is the Corp. Sec. of the
(Title)
NZI Construction Corp., a Corporation in good
(Name of Corporation)

standing in the State of Maryland and named as Principal in the attached instrument;

That Joaquim F. Nazario as President of said
(Name of Corporate Officer Signing Bond) (Title)

Corporation, being so authorized, did sign the aforegoing instrument on behalf of the Principal;

That said signature is genuine and that said instrument was duly signed, sealed and attested to on behalf of the said Corporation by authority of the following officers of said Corporation:

Signature	Joaquim F. Nazario, President Name and Title
Signature	Nelson A. Nazario, Vice President Name and Title
Signature	Matilde A. Nazario, Corp. Sec. Name and Title

and that said acknowledgment of the said instrument is the free act and deed of the Corporation.

(SEAL)

Notary Public

3/18/19
Commission Expires

Bond No. 1038983

PAYMENT BOND (L&M)

NZI CONSTRUCTION CORPORATION	11601 Spruce Avenue, Beltsville, MD 20705
Principal	**Business Address of Principal**
The Hanover Insurance Company	
Surety	**Obligee**
a Corporation of the State of New Hampshire **and authorized to do business in the State of Maryland**	**PRINCE GEORGE'S COUNTY, MARYLAND (the "County") by and through the Department of Public Works and Transportation**

Penal Sum of Bond (express in words and figures):
Three Million Five Hundred One Thousand and 00/100 Dollars ($3,501,000.00)

BOND NO. 1038983 **Date of Contract** ____________

Date Bond Executed May 19, 2015

Description of Contract: Road Resurfacing and Related Improvements in Councilmanic Districts - 5 Contracts

Contract No. 910-H (E)/D

KNOW ALL MEN BY THESE PRESENTS, That we, the Principal named above and Surety named above, being authorized to do business in Maryland, and having business addresses as shown above, are held and firmly bound unto the Obligee named above, for the use and benefit of claimants as hereinafter defined, in the Penal Sum of this Payment Bond stated above, for the payment of which Penal Sum we bind ourselves, our heirs, executors, administrators, personal representatives, successors, and assigns jointly and severally firmly by these presents. However, where Surety is composed of Corporations acting as co-sureties, we bind ourselves, our successors and assigns, in such Penal Sum jointly and severally as well as severally only for the purpose of allowing a joint action or actions against any or all of us, and for all other purposes each co-surety binds itself, jointly and severally with the Principal, for the payment of such sum as appears above its name below, but if no limit of liability is indicated, the limit of such liability shall be the full amount of the Penal Sum.

WHEREAS, Principal has entered into or will enter into a Contract with the County, by and through the Department of Public Works and Transportation acting for the County, which Contract is described and dated as shown above, and incorporated herein by reference, and is more particularly defined in the General Terms and Conditions of Contract (the "Contract"). The Contract Documents (as defined in the General Terms and Conditions of Contract) are also incorporated herein by reference.

WHEREAS, it is one of the conditions precedent to the final award of the Contract that these presents be executed.

Bond No. 1038983

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall promptly make payment to all claimants as hereinafter defined, for all labor and materials furnished, supplied and reasonably required for use in the performance of the Contract, then this obligation shall be null and void otherwise it shall remain in full force and effect, subject to the following conditions:

1. A claimant is defined to be any and all of those persons supplying labor and materials (including lessors of the equipment to the extent of the fair market value thereof) to the Principal or its subcontractors and sub-contractors in the prosecution of the work provided for in the Contract, entitled to the protection provided by Section 9-113 of the Real Property Article of the Annotated Code of Maryland, as from time to time amended.

2. The above named Principal and Surety hereby jointly and severally agree with the Obligee that every claimant as herein defined, who has not been paid if full may, pursuant to and when in compliance with the provisions of the aforesaid Section 9-113, sue on this Bond for the use of such claimant, prosecute the suit to final judgement for such sum or sums as may be justly due claimant and have execution thereon. The Obligee shall not be liable for the payment of any costs or expenses of any such suit.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the Work to be performed thereunder in any way affect its obligations on this Payment Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Work.

This Payment Bond shall be governed by and construed in accordance with the laws of the State of Maryland and any reference herein to Principal or Surety in the singular shall include all entities in the plural who or which are signatories under the Principal or Surety heading below.

IN WITNESS WHEREOF, Principal and Surety have set their hands and seals to this Payment Bond. If any individual is a signatory under the Principal heading below, then each such individual has signed below on his or her own behalf, has set forth below the name of the firm, if any, in whose name he or she is doing business, and has set forth below his or her title as a sole proprietor. If any partnership or joint venture is a signatory under the Principal heading below, then the authorized official of each such partnership or joint venture has signed below, has set forth below the name of the partnership or joint venture, and has set forth below his or her title as a general partner, limited partner, or member of joint venture, whichever is applicable. If any Corporation is a signatory under the Principal or Surety heading below, then each such Corporation has caused the following: the Corporation's name to be set forth below, a duly authorized representative of the Corporation to affix below the Corporation's seal and to attach hereto a notarized corporate resolution or power of attorney authorizing such action, and each such duly authorized representative to sign below and to set forth below his or her title as a representative of the Corporation. If any individual acts as a witness to any signature below, then each such individual has signed below and has set forth below his or her title as a witness. All of the above has been done as of the Date of Bond shown above.

In Presence of Witness:	Individual Principal
______________________________ as to	______________________________ (SEAL)

In Presence of Witness:	Co-Partnership Principal
	(Name of Co-Partnership)
______ as to	Partner
______ as to	Partner

Attest:	Corporate Principal
	NZI CONSTRUCTION CORPORATION
	(Name of Corporation) AFFIX CORPORATE SEAL
Corporate Secretary	President
Matilde A. Nazario	Joaquim F. Nazario

Attest:	
	The Hanover Insurance Company
	(Surety) AFFIX CORPORATE SEAL
Surety Witness Richard A. Montgomery	Signature
	Attorney-in-Fact
BB&T Insurance Services, Inc. dba BB&T - Atlantic Risk Management	Dayna M. Betz, Attorney-In-Fact
Name of Branch Office	Printed or Typed Name
Signature, Resident Agent — Date: May 19, 2015	7130 Glen Forest Drive, Suite 200
	Business Address of Surety
LeeAnne K. Michaud	Richmond, VA 23226
Printed or Typed Name	
2092464	(804) 673-5584
Resident Agent's Registration Number	Telephone Number
5850 Waterloo Road, Suite 240	
Resident Agent's Address	
Columbia, MD 21045	
(410) 480-4400	
Telephone Number	

Contract No. 910-H (E)/D

Bond No. 1038983

CORPORATE ACKNOWLEDGEMENT
PAYMENT BOND (L&M)

STATE OF MARYLAND :
: ss Tax ID No. 52-1446806
COUNTY OF Montgomery :

On this 19th day of May 2015, before me the undersigned notary, personally appeared Matilde A. Nazario (Corporate Secretary or other Officer), and acknowledged as follows:

That he/she is the Corp. Sec. (Title) of the NZI Construction Corp. (Name of Corporation), a Corporation in good standing in the State of Maryland and named as Principal in the attached instrument;

That Joaquim F. Nazario (Name of Corporate Officer Signing Bond) as President (Title) of said Corporation, being so authorized, did sign the aforegoing instrument on behalf of the Principal;

That said signature is genuine and that said instrument was duly signed, sealed and attested to on behalf of the said Corporation by authority of the following officers of said Corporation:

Signature	Joaquim F. Nazario, President Name and Title
Signature	Nelson A. Nazario, Vice President Name and Title
Signature	Matilde A. Nazario, Corp. Sec. Name and Title

and that said acknowledgment of the said instrument is the free act and deed of the Corporation.

(SEAL)

Notary Public

3/18/19
Commission Expires

Bond No. 1038983

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWERS OF ATTORNEY
CERTIFIED COPY

KNOW ALL MEN BY THESE PRESENTS: That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, do hereby constitute and appoint

Mary Ann Marbury, Kent M. Pagoota, Michael A. Walter, Stephanie D. Freeman, David J. Saul, Dayna M. Betz, Michelle L. Wilson and/or LeeAnne K. Michaud

of **BB&T-Atlantic Risk Management** of **Columbia, MD** and each is a true and lawful Attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line be filled in, only within the area therein designated any and all bonds, recognizances, undertakings, contracts of indemnity or other writings obligatory in the nature thereof, as follows:

Any such obligations in the United States, not to exceed Twenty Million and No/100 ($20,000,000) in any single instance

and said companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority of the following Resolution passed by the Board of Directors of said Companies which resolutions are still in effect:

"RESOLVED, That the President or any Vice President, in conjunction with any Vice President, be and they are hereby authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this **6th** day of **February 2015**.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Robert Thomas

Robert Thomas, Vice President

Joe Brenstrom, Vice President

THE COMMONWEALTH OF MASSACHUSETTS)
COUNTY OF WORCESTER) ss.

On this **6th** day of **February 2015** before me came the above named Vice Presidents of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

BARBARA A. GARLICK
Notary Public
Commonwealth of Massachusetts
My Commission Expires Sept. 21, 2018

Barbara A. Garlick

Barbara A. Garlick, Notary Public
My Commission Expires September 21, 2018

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

This Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America.

"RESOLVED, That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or any Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 19th day of May 2015.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

J. Michael Pete, Vice President

MARYLAND INSURANCE ADMINISTRATION

CERTIFICATE OF AUTHORITY

No. 000874

The below named insurer has authority to transact, within this State until the 30th day of June next, unless said authority is revoked prior to said day in accordance with law, the kinds of insurance set forth below and specifically designated by code letters. Code letters are detailed on reverse side.

EFFECTIVE DATE		
07	01	2014
MO	DAY	YR.

W C M P S V H

The Hanover Insurance Company
440 Lincoln Street
Worcester, MA 01653 USA

Therese M. Goldsmith
Insurance Commissioner

Bond No. 1038983

STATE OF MARYLAND
Department of Assessments and Taxation

I, PAUL B. ANDERSON OF THE STATE DEPARTMENT OF ASSESSMENTS AND TAXATION OF THE STATE OF MARYLAND, DO HEREBY CERTIFY THAT THE DEPARTMENT, BY LAWS OF THE STATE, IS THE CUSTODIAN OF THE RECORDS OF THIS STATE RELATING TO THE FORFEITURE OR SUSPENSION OF CORPORATIONS, OR THE RIGHTS OF CORPORATIONS TO TRANSACT BUSINESS IN THIS STATE, AND THAT I AM THE PROPER OFFICER TO EXECUTE THIS CERTIFICATE.

I FURTHER CERTIFY THAT NZI CONSTRUCTION CORP., INCORPORATED FEBRUARY 26, 1986, IS A CORPORATION DULY INCORPORATED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF MARYLAND AND THE CORPORATION HAS FILED ALL ANNUAL REPORTS REQUIRED, HAS NO OUTSTANDING LATE FILING PENALTIES ON THOSE REPORTS, AND HAS A RESIDENT AGENT. THEREFORE, THE CORPORATION IS AT THE TIME OF THIS CERTIFICATE IN GOOD STANDING WITH THIS DEPARTMENT AND DULY AUTHORIZED TO EXERCISE ALL THE POWERS RECITED IN ITS CHARTER OR CERTIFICATE OF INCORPORATION, AND TO TRANSACT BUSINESS IN MARYLAND.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY SIGNATURE AND AFFIXED THE SEAL OF THE STATE DEPARTMENT OF ASSESSMENTS AND TAXATION OF MARYLAND AT BALTIMORE ON THIS MAY 21, 2015.

Paul B. Anderson

Paul B. Anderson
Charter Division

301 West Preston Street, Baltimore, Maryland 21201
Telephone Balto. Metro (410) 767-1340 / Outside Balto. Metro (888) 246-5941
MRS (Maryland Relay Service) (800) 735-2258 TT/Voice
Fax (410) 333-7097

crblnk

R9543246

Bond No. 1038983

NZICO-1 OP ID: LSE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/19/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rosenkilde & Associates EP II Suite 904 11350 McCormick Road Hunt Valley, MD 21031 Eric Stone	CONTACT NAME: Lauren Selby PHONE (A/C, No, Ext): 410-833-7666 FAX (A/C, No): 410-833-3564 E-MAIL ADDRESS: Lauren@rarisk.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Erie Insurance Exchange — 26271
INSURED NZI Construction Corporation 11601 Spruce Avenue Beltsville, MD 20705	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE; X OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: POLICY; X PRO-JECT; LOC; OTHER:	X		Q40-0156020	04/01/2015	04/01/2016	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY; X ANY AUTO; ALL OWNED AUTOS; SCHEDULED AUTOS; X HIRED AUTOS; X NON-OWNED AUTOS			Q04-0140866	04/01/2015	04/01/2016	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB; X OCCUR; EXCESS LIAB; CLAIMS-MADE; DED; RETENTION $			Q28-0172816	04/01/2015	04/01/2016	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N; If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		Q88-5102256	04/01/2015	04/01/2016	X PER STATUTE; OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Prince George's County, Maryland is named as additional insured.
XCU Coverage applies.
Contract No. 910-H(E)/D, Road Resurfacing and Related Improvements in Councilmanic Districts- 5 Contracts.

CERTIFICATE HOLDER	CANCELLATION
PRINC19 Prince George's County, Maryland 9400 Peppercorn Place Largo, MD 20774	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Lauren Selby

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PROPOSAL

Prince George's County, Maryland
Department of Public Works and Transportation
Office of Project Management
9400 Peppercorn Place, Suite 310
Largo, Maryland 20774

BID DUE DATE: **April 17, 2015**
BID DUE TIME: **10:00 AM**
BID NUMBER: **Contract No. 910-H (E)/D**

(The) NZI Construction Corp.
(Bidding Company Name)

hereby submits the following proposal for the **Road Resurfacing and Related Improvements in Councilmanic Districts – 5 Contracts, Contract Number 910-H (E)/D**

Having carefully examined the "Information/Instructions To Bidders," the General Terms and Conditions of Contract, the entire proposal documents, drawings, specifications, and **Addenda Numbered** _______, **Clarification Numbered** ______________________________;
And having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, equipment, materials, supervision, etc., required by the documents for the entire work, all in strict accordance with the Contract Documents, for the stipulated sum of:

BASE CONTRACT PRICE: GROUP D

three million five hundred one thousand and 00/xx $ 3,501,000.00
(Written) (Figures)

UNIT PRICE SCHEDULE: (GROUP D)

For changing quantities of work items from those indicated by the contract drawings upon written instruction from the Engineer, the following unit prices shall prevail:

ITEM NO.	APPROXIMATE QUANTITIES		ITEMS AND UNIT PRICES BID	UNIT PRICES		AMOUNT	
	Quantity	Unit		Dollar	Cents	Dollar	Cents
1001	15,000	LF	Four Inch (4")Temporary Pavement Marking Tape at zero and 25/xx per Linear Foot	0	25	3,750	00
3001	500	LF	High Density Polyethylene (HDPE) Corrugated Smooth Lined Dual Wall Pipe – 24 Inch Dia. at ~~eight five~~ and 00/xx Sixty-five per Linear Foot NaV	~~85~~ 65	~~00~~ 00	~~42,500~~ 32,500	~~00~~ 00 NaV
3002	1,800	LF	Six Inch (6") Diameter Polyvinyl Chloride (PVC) Perforated Under drain Pipe or Outlet (Schedule 40) at thirty and 00/xx per Linear Foot	30	00	54,000	00

3003	18	EA	Furnish and Install Six Inch (6") Solid PVC Cleanout Assembly (Schedule 40) at two hundred seventy-five and 00/xx per Each	275	00	4,950	00
3004	900	SF	Remove and Replace Reinforced Concrete Inlet Top Slabs at twenty and 00/xx per Square Foot	20	00	18,000	00
5001	8,250	TON	Hot Mix Asphalt SUPERPAVE 12.5 MM, PG 70-22, Low ESALS at eighty-seven and 00/xx per Ton	87	00	717,750	00
5002	8,250	TON	Hot Mix Asphalt SUPERPAVE 9.5 MM, PG 64-22, Low ESALS at eighty-seven and 00/xx per Ton	87	00	717,750	00
5004	10,500	SY	Full Depth Patching at fifty and 00/xx per Square Yard	50	00	525,000	00
5005	95,000	SY	Milling Hot Mix Asphalt Pavement, One Inch (1") at two and 75/xx per Square Yard	2	75	261,250	00
5006	8	EA	Hot Mix Asphalt Speed Humps at three thousand eight hundred and 00/xx per Each	3800	00	30,400	00
5007	400	SY	Remove and Replace Concrete Intersection Swale at sixty and 00/xx per Square Yard	60	00	24,000	00
5008	4,500	SY	Remove and Replace Residential Driveway Entrance at sixty and 00/xx per Square Yard	60	00	270,000	00
5009	750	SY	Remove and Replace Commercial Driveway Entrance at eighty and 00/xx per Square Yard	80	00	60,000	00
5010	7,500	LF	Five Inch (5") Yellow Thermo-plastic Pavement Marking at zero and 80/xx per Linear Foot	0	80	6,000	00

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5011	7,500	LF	Five Inch (5") White Thermo-plastic Pavement Marking at zero and 80/xx per Linear Foot	0	80	6,000	00
5012	600	LF	Twenty Four Inch (24") Wide Preformed Reflective Stop Bars at fifteen and 00/xx per Linear Foot	15	00	9,000	00
5013	300	SF	Thermoplastic Pavement Marking Arrows or Letters at twenty and 00/xx per Square Foot	20	00	6,000	00
6001	18,500	LF	Remove and Replace Concrete Curb and Gutter at twenty-five and 00/xx per Linear Foot	25	00	462,500	00
6002	36,000	SF	Remove and Replace Concrete Sidewalk at five and 00/xx per Square Foot	5	00	180,000	00
6003	8,000	SF	Remove and Replace Concrete Handicap Access Ramp at twelve and 00/xx per Square Foot	12	00	96,000	00
6004	4,000	SY	Shoulder Restoration Using Graded Aggregate, CR-6 at four and 00/xx per Square Yard	4	00	16,000	00
7001	50	SY	Shoulder Restoration Using Furnished Topsoil, Seed and Mulch at five and 00/xx per Square Yard	5	00	250	00
TOTAL FOR PROPOSAL – GROUP D				3,501,100.00			

CONTINGENT ITEMS (NOT INCLUDED IN THE TOTAL FOR PROPOSAL):

ITEM NO.	APPROXIMATE QUANTITIES		ITEMS AND UNIT PRICES BID	UNIT PRICES		AMOUNT	
	Quantity	Unit		Dollar	Cents	Dollar	Cents
2001	100 (contingent)	CY	Class 1-A Excavation at thirty-five and 00/xx per Cubic Yard	35	00	3500	00

2002	100 (contingent)	CY	Borrow Excavation at thirty-five and 00/xx per Cubic Yard	35	00	3500	00
2003	10 (contingent)	CY	Test Pit Excavation at one hundred and 00/xx per Cubic Yard	100	00	1000	00
3005	50 (contingent)	LF	Remove and Replace Storm Drain Inlet Throat at thirty-five and 00/xx per Linear Foot	35	00	1750	00
5003	100 (contingent)	TON	Hot Mix Asphalt SUPERPAVE 19.0 MM, PG 64-22, Low ESALS, at one hundred and 00/xx per Ton	100	00	10,000	00
TOTAL FOR CONTINGENT ITEMS – GROUP D						19,750	00

The above unit prices shall include all labor, supervision, materials, shoring, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for. Changes shall be processed in accordance with the General Conditions.

Special Terms and Conditions

A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.

B. It is understood that the proposal price will be firm for a time period of one hundred twenty (120) calendar days from the proposal due date, and it is anticipated that within this period, the successful Offeror/Contractor will be notified of acceptance of the proposal, and the Offeror/Contractor and the County shall execute a contract for the above stated compensation. It is further understood that the successful Offeror/Contractor shall complete work within five hundred fifty (550) calendar days after the "Notice To Proceed;" and agrees that, if the work is not completed in the time noted above the Offeror/Contractor will be liable for "Liquidated Damages" of Five Hundred Dollars ($500.00) per calendar day late as specified in Article 7.12 of the General Terms and Conditions of Contract (Part II).

C. Accompanying the Proposal is a fully executed bid bond security in the amount of five percent (5%) of the total bid (when the total bid exceeds $50,000.00). Bid bonds and checks of all Bidders will be returned within one hundred twenty (120) calendar days after determination of the order of bids, unless the Purchasing Agent determines that the circumstances warrant holding them for a longer period.

after determination of the order of bids, unless the Purchasing Agent determines that the circumstances warrant holding them for a longer period.

D. The Offeror/Contractor shall quote all prices, in both word and figures. In case of a discrepancy between the written words and the figures, the written words shall govern.

16976899
(Construction Firm License No.)

4-14-2015
(Date Issued)

Circuit Court - PG Co.
(Place of Issuance)

52-1446806
Federal Employer Identification Number
(or Social Security No. if no FEI No.)

Individual Principal

Firm Name

In Presence of Witness:

Signature

Address

Telephone Number

Co-Partnership Principal

Firm Name

In Presence of Witness:

Signature

Address

Telephone Number

__________ as to __________
Partner

__________ as to __________
Partner

__________ as to __________
Partner

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Corporate Principal

NZI Construction Corp.
Name of Corporation

11601 Spruce Ave, Beltsville, MD
Address

301-937-8990
Telephone Number

301-937-2514
Fax Number

Attest:

Corporate Secretary
Matilde A. Nazario

President

Joaquim F. Nazario
Printed or Typed Name

AFFIX CORPORATE SEAL

Affirmation of Proposal

The Offeror represents, and it is a condition precedent to acceptance of this proposal, that the Offeror has not been a party to any agreement to submit a fixed or uniform price.

Witness:

Matilde A. Nazario, Corp. Sec.

Signature of Officer

Joaquim F. Nazario President
Title

SUBSCRIBED AND SWORN TO before me, a Notary Public of the State of Maryland

__________, County or City of Montgomery this 17th day of

April 2015

Notary Public

SEAL

3-18-19
Commission Expires

Contract No. 910-H (E)
EXHIBIT A

BOND NO. Bid Bond

BID BOND

KNOW ALL MEN BY THESE PRESENTS: that we, NZI CONSTRUCTION CORPORATION as Principal, hereinafter called the Principal, and The Hanover Insurance Company a corporation duly organized under the laws of the State of New Hampshire, as Surety, hereinafter called the Surety, are held and firmly bound unto Prince George's County Government, hereinafter called "County,"

for the sum of Five Percent of Amount Bid ($ 5%), for the payment of which sum, the said Principal and the said Surety bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for:

Road Resurfacing and Related Improvements
Contract No. 910-H (E)

NOW, THEREFORE, if the Principal, upon acceptance by the County of its bid identified above, within the period specified herein for acceptance, shall execute such further contractual documents, and give such bond(s) as may be required by the terms of the bid as accepted within ten (10) days after receipt of the forms, or in the event of his/her failure to execute such further contractual documents and give such bonds, if the Principal shall pay the County for any cost of procuring the work which exceeds the amount of its bid, then the above obligation shall be void and of no effect.

The Surety executing this instrument hereby agrees that its obligation shall not be impaired by any extension(s) of the time for acceptance of the bid that the Principal may grant to the County notice of which extension(s) to the Surety being hereby waived; provided that such waiver of notice shall apply only with respect to extensions aggregating not more than 90 calendar days in addition to the period originally allowed for acceptance of the bid.

In Presence of Witness:	Individual Principal
______________________ as to	______________________ (SEAL)

In Presence of Witness:	Co-Partnership Principal
	(Name of Co-Partnership)
______ as to	Partner
______ as to	Partner
______ as to	Partner

Attest:	Corporate Principal
	NZI CONSTRUCTION CORPORATION (Name of Corporation) AFFIX CORPORATE SEAL
Corporate Secretary Matilde A. Nazario	President Joaquim F. Nazario

Attest:	
	The Hanover Insurance Company (Surety) AFFIX CORPORATE SEAL
Surety Witness Richard A. Montgomery	Signature Attorney-in-Fact
BB&T Insurance Services, Inc. dba BB&T - Atlantic Risk Management Name of Branch Office	Dayna M. Betz Printed or Typed Name
April 17, 2015 Signature, Resident Agent Date	7130 Glen Forest Drive, Suite 200 Business Address of Surety
LeeAnne K. Michaud Printed or Typed Name	Richmond, VA 23226
2092464 Resident Agent's Registration Number	(410) 828-3716 Telephone Number
5850 Waterloo Road, Suite 240 Resident Agent's Address	
Columbia, MD 21045	
(410) 480-4400 Telephone Number	

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWERS OF ATTORNEY
CERTIFIED COPY

KNOW ALL MEN BY THESE PRESENTS: That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, do hereby constitute and appoint

Mary Ann Marbury, Kent M. Pagoota, Michael A. Walter, Stephanie D. Freeman, David J. Saul, Dayna M. Betz, Michelle L. Wilson and/or LeeAnne K. Michaud

of **BB&T-Atlantic Risk Management** of **Columbia, MD** and each is a true and lawful Attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line be filled in, only within the area therein designated any and all bonds, recognizances, undertakings, contracts of indemnity or other writings obligatory in the nature thereof, as follows:

Any such obligations in the United States, not to exceed Twenty Million and No/100 ($20,000,000) in any single instance

and said companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority of the following Resolution passed by the Board of Directors of said Companies which resolutions are still in effect:

"RESOLVED, That the President or any Vice President, in conjunction with any Vice President, be and they are hereby authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this **6th** day of **February 2015**.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Robert Thomas, Vice President

THE COMMONWEALTH OF MASSACHUSETTS)
COUNTY OF WORCESTER) ss.

Joe Brenstrom, Vice President

On this **6th** day of **February 2015** before me came the above named Vice Presidents of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.

BARBARA A. GARLICK
Notary Public
Commonwealth of Massachusetts
My Commission Expires Sept. 21, 2018

Barbara A. Garlick

Barbara A. Garlick, Notary Public
My Commission Expires September 21, 2018

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

This Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America.

"RESOLVED, That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or any Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 17th day of April 2015.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

J. Michael Pete, Vice President

Contract No. 910-H (E)
EXHIBIT A

BOND NO. ______________

CORPORATE ACKNOWLEDGEMENT
BID BOND

STATE OF MARYLAND :
: ss Tax ID No. 52-1446806
COUNTY OF Montgomery :

On this 17th day of April 2015, before me the undersigned notary, personally appeared Matilde A. Nazario, (Corporate Secretary or other Officer) and acknowledged as follows:

That he/she is the Corp. Sec. (Title) of the N Z I Construction, a Corporation in good (Name of Corporation) standing in the State of Maryland and named as Principal in the attached instrument;

That Joaquim F. Nazario (Name of Corporate Officer Signing Bond) as President (Title) of said Corporation, being so authorized, did sign the aforegoing instrument on behalf of the Principal;

That said signature is genuine and that said instrument was duly signed, sealed and attested to on behalf of the said Corporation by authority of the following officers of said Corporation:

Signature	Joaquim F. Nazario, President Name and Title
Signature	Nelson A. Nazario, Vice President Name and Title
Signature	Matilde A. Nazario, Corp. Sec. Name and Title

and that said acknowledgment of the said instrument is the free act and deed of the Corporation.

(SEAL)

Notary Public

3-18-19
Commission Expires

BIDDER/OFFEROR AND STATEMENT OF OWNERSHIP

Part A below requires a business entity, when responding to a bid or proposal solicitation, to provide a statement of ownership as a condition of eligibility to receive a Contract from Prince George's County.

Part B is an Affidavit of "No Convict" for bribery, attempted bribery, or conspiracy to bribe, and is required under Section 12-107 of the Maryland State Finance and Procurement Article.

PART A: OWNERSHIP Date 4-17-2015

1. Full name and address of business:
   NZI Construction Corp 11601 Spruce Ave

   11601 Spruce Ave Beltsville, MD 20705 301-937-8990
   Street Address City & State Zip Code Telephone No.

2. Is the business incorporated? ✓ Yes ______ No

3. Other names used by business, i.e., T/A: ______

Non-Corporate Business

If response to Item 2 above is No, list the name and business and residence address of each individual having a ten percent (10%) or greater financial interest in the business.

Name	Business Address	Residence Address

Corporate Business Entities

Is the corporation listed on a National Securities Exchange? ____ Yes ✓ No

4. List the names of all officers of the corporation, their business and residence addresses and the date they assumed their respective offices.

Name	Office	Residence/Business Address	Date Office Assumed
Joaquim F. Nazario	President	16021 Amina Dr Burtonsville MD	3/86
		11601 Space Ave. Beltsville, MD	
Nelson A. Nazario	Vice President	same as above	3/86
Matilde A. Nazario	Corp. Sec.	same as above	3/86

5. List the names of all members of the current Board of Directors, their business and residence addresses, the date each member assumed office and the date his/her term as a Director shall expire (if any). Please use company/organization letterhead for additional space to identify Board of Directors if necessary.

Name	Residence/Business Address	Date Office Assumed	Date Term of Office Expires
	same as #4		

6. List the names and residence addresses of all individual owning at least ten percent (10%) of the shares of any class of corporate security, including but not limited to stocks of any type or class and serial maturity bonds of any type or class. NOTE: Response is not required if corporation is listed on the National Securities Exchange.

Name	Residence Address
same as #4	

This Financial Disclosure Statement has been prepared by Joaquim F. Nazario on this 17th day of April 2015.

Joaquim Nazario
Signed by Preparer
Joaquim F. Nazario

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PART B: AFFIDAVIT

1. I am the President of NZI Construction a party interested in obtaining a contract with Prince George's County under conditions set forth in the documents for Contract No. ~~897-H (C).~~ 910-H NQN

2. Upon examination of relevant records and to the best of my knowledge, no officer, director, partner or employee of the aforementioned business entity has on the basis of acts committed after July 1, 1977, been convicted of, or entered a plea of nolo contendere to, a charge of bribery, attempted bribery or conspiracy to bribe under the laws of the State of Maryland, any other state, or the Federal Government other than those listed on the attachment to this affidavit (attachment should list name, title, offense, place and date of conviction or plea):

3. I have been authorized to make this statement on behalf of the aforementioned party.

Signature

Joaquim F. Nazario, President

Contract No. 910-H (E)
EXHIBIT B

CORPORATE ACKNOWLEDGEMENT
BIDDER/OFFEROR AND STATEMENT OF OWNERSHIP

STATE OF MARYLAND :
: ss Tax ID No. 52-1446806
COUNTY OF Montgomery :

On this 17th day of April 2015, before

me the undersigned notary, personally appeared Matilde A. Nazario,
(Corporate Secretary or other Officer)

and acknowledged as follows:

That he/she is the Corp. Sec. of the
(Title)

NZI Construction, a Corporation in good
(Name of Corporation)

standing in the State of Maryland and named as Principal in the attached instrument;

That Joaquin F. Nazario as President of said
(Name of Corporate Officer Signing Statement) (Title)

Corporation, being so authorized, did sign the aforegoing instrument on behalf of the Principal;

That said signature is genuine and that said instrument was duly signed, sealed and attested to on behalf of the said Corporation by authority of the following officers of said Corporation:

Signature	Name and Title
[signature]	Joaquin F. Nazario, President
[signature]	Nelson A. Nazario, Vice President
[signature]	Matilde A. Nazario, Corp. Sec

and that said acknowledgment of the said instrument is the free act and deed of the Corporation.

(SEAL)

[signature]
Notary Public

3-18-19
Commission Expires

VENDOR'S OATH AND CERTIFICATION

Pursuant to Subtitle 10, Section 10A-110 of the Prince George's County Code, the Purchasing Agent requests as a matter of law that any Contractor receiving a Contract or award from Prince George's County, Maryland, shall affirm under oath as below. Receipt of such certification, under oath, shall be a prerequisite to the award of the Contract and payment thereof.

"I (We) hereby declare and affirm under oath and the penalty of making a false statement that if the Contract is awarded to our firm, partnership or corporation that no officer or employee of the County whether elected or appointed, is in any manner whatsoever interested in, or will receive or has been promised any benefit from, the profits or emoluments of this Contract, unless such interest, ownership or benefit has been specifically authorized by resolution of the Board of Ethics pursuant to Section 1002 of the Charter of Prince George's County, Maryland; and

I (We) hereby declare and affirm under oath and the penalty of making a false statement that if the Contract is awarded to our firm, partnership or corporation that no member of the elected governing body of Prince George's County, Maryland, or members of his or her immediate family, including spouse, parents or children, or any person representing or purporting to represent any member or members of the elected governing body has received or has been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee, political contribution, or any other similar form of remuneration and/or on account of the acts of awarding and/or executing this Contract, unless such officer or employee has been exempted by Section 1002 of the Charter of Prince George's County, Maryland."

Handwritten Signature of Authorized Principal(s):

Name: Joaquim Nazario

Title: Joaquim F. Nazario, President

CERTIFICATION OF ASSURANCE OF COMPLIANCE REGARDING FAIR LABOR STANDARDS ACT

In accordance with the Fair Labor Standards Act of 1938 (29 USCS, Sections 201-216, 217-219, 557), the implementing rules and regulations thereof, a Certification of Compliance with the Fair Labor Standards Act of 1938 is required of bidders or prospective contractors receiving a Contract or award from Prince George's County, Maryland. Receipt of such certification shall be a prerequisite to the award of Contract and payment thereof.

Certification of Bidder

I (We) hereby certify that our firm, as producer of the goods to be purchased by Prince George's County, Maryland, has complied with all applicable requirements of the Fair Labor Standards Act of 1938 (29 USCS, Sections 201-216, 217-219, 557).

Handwritten Signature of Authorized Principal(s):

Joaquim F. Nazario
Signature

Joaquim F. Nazario
Name

President
Title

NZI Construction Corp.
Name of Firm/Partnership/Corporation

4-17-2015
Date

CERTIFICATION OF ASSURANCE OF COMPLIANCE REGARDING FAIR LABOR STANDARDS ACT

In accordance with the Fair Labor Standards Act of 1938 (29 USCS, Sections 201-216, 217-219, 557), the implementing rules and regulations thereof, a Certification of Compliance with the Fair Labor Standards Act of 1938 is required of bidders or prospective contractors receiving a Contract or award from Prince George's County, Maryland. Receipt of such certification shall be a prerequisite to the award of Contract and payment thereof.

Certification of Bidder

I (We) hereby certify that our firm, as producer of the goods to be purchased by Prince George's County, Maryland, has complied with all applicable requirements of the Fair Labor Standards Act of 1938 (29 USCS, Sections 201-216, 217-219, 557).

Handwritten Signature of Authorized Principal(s):

Joaquim Nazario
Signature

Joaquim F. Nazario
Name

President
Title

NZI Construction Corp.
Name of Firm/Partnership/Corporation

4-17-2015
Date

CONTRACTOR'S QUALIFICATION QUESTIONNAIRE

Return to: Prince George's County, Maryland
Department of Public Works and Transportation
9400 Peppercorn Place Suite 310
Largo, Maryland 20774

IMPORTANT

This Questionnaire is intended as a basis for establishing the qualifications of Contractors for undertaking construction, maintenance and repair work under the jurisdiction of the Department of Public Works and Transportation.

If a Contractor has not fully completed and submitted the Contractor's Qualification to the **Prince George's County Department of Public Works and Transportation at Prince George's County, Maryland,** setting forth Contractor's qualifications to the satisfaction of the **Department of Public Works and Transportation at Prince George's County, Maryland,** the Contractor may be deemed non-responsible and not subject to Contract award for such work as may be handled through the **Department of Public Works and Transportation at Prince George's County, Maryland.**

I. **General**

a. Company Information:

Legal Title	NZI Construction Corp.
Address of Organization	11601 Spruce Ave, Beltsville, MD
Business Telephone	301-937-8990

b. Company's Representative:

Name	Joaquim F. Nazario
Title	President
Address	11601 Spruce Ave, Beltsville, MD
Contact Phone Number	301-937-8990
E-mail Address	jnazario@nziconstruction.com

c. ✓ Corporation _____ Co-Partnership _____ Individual

d. If a Corporation, please provide the following information:

Capital Paid in Cash	$ 250,000
Date of Incorporation	March 1986
State in Which Incorporated	Maryland

Name and Title of Principal Officers	Date of Assuming Position
Joaquim F. Nazario, President	3/86
Nelson A. Nazario, Vice President	3/86
Matilde A. Nazario, Corp. Sec.	3/86

e. If Partnership, please provide the following information:

Date of Organization	
Nature of Partnership (General, Limited or Association)	

Name and Address of Partners	Age

f. If Individual, please provide the following information:

Full Name of Owner	
Address of Owner	

g. List major items of equipment fully owned by organization, giving approximate value and age. (If not fully owned, please indicate.)

Equipment	Value	Age	Owned
Case 580 SN	80,000	3 yrs	Yes
Bobcat S650	60,000	1 yrs	Yes
Kenworth T880	180,000	1 yrs.	Yes
Dodge Ram 5500	60,000	2 yrs	Yes
Hitachi 350	300,000	1 yrs	Yes
Wirtgen W2000	400,000	5 yrs	Yes
Chevy 3500	40,000	2 yrs	Yes
Ford F-450	50,000	6 yrs	Yes

h. Is any member of your organization employed by Prince George's County Government, a member of any County Institution's Board of Managers or Trustee, or in any way officially connected with the County

Yes _____ No ✓

If "Yes," Explain:

i. Give name and data about any construction projects you have failed to complete (use separate sheet if necessary):

None

j. Has your organization ever been party to any criminal litigation as a result of construction methods, costs, etc. Yes _____ No ✓

If "Yes," Explain:

II. **Financial**

a. Give value of all construction equipment fully owned by your organization:

Equipment	Value
Case 580 SN	80,000
Bobcat S650	60,000
Kenworth T880	180,000
Dodge Ram 5500	60,000
Hitachi 350	300,000
Wirtgen W2000	400,000
Chevy 3500	40,000

b. Give value of total assets of organization (including equipment value in II.a.) above:

Assets	Value
Equipment	4,000,000
Bank Acct	500,000

c. Give value of total liabilities of organization:

Liability	Value
None	

d. Give total Contract value of work accomplished by your organization in each of the last three (3) years:

Year	Value
2014	12,000,000
2013	15,000,000
2012	20,000,000

e. Give contract value of work presently being accomplished by, or pending award to your organization:

Work	Value
PG 889-H Pedestrian Safety	$2,200,000
PG 893-H Transforming Neighborhoods	$1,800,000
PG 890-H Storm Drain	$500,000

f. Give value of any judgments or liens outstanding against your organization

Judgments	Value
None	

g. Has any Bonding Company refused to write you a bond on any construction work? Yes _____ No ✓

If "Yes," Explain:____

h. Give maximum value of Contract work for which you could obtain a Bond.

25,000,000

III. **Experience**

a. Indicate type of contracting undertaken by your organization and years of experience:

Contracting	Years
General	29
Subcontractor	29
Type Concrete	29
Type asphalt	29
Type Storm drain	29

b. State construction experience of principal members of your organization:

CONSTRUCTION EXPERIENCE				
Name	Title (President, etc.)	Years of Construction Experience	Type of Work (Houses, Hospitals, Apartments, etc.)	In What Capacity (Foreman, Superintendent, etc.)
Joaquin F. Nazario	President	40	Roads + Utilities	President
Nelson Nazario	VP	20	Roads + Utilities	Proj. Mngr/Est.
Jack Nazario Jr	Proj. Mngr	20	Roads + Utilities	Proj. Mngr/Est.
Jaime Rosales	Foreman	35	Roads + Utilities	Foreman
Hector Tapia	Foreman	30	Roads + Utilities	Foreman
Ed Dean	Foreman	25	Roads + Utilities	Foreman

c. Give any special qualifications of firm members (Registered Engineer, Surveyor, etc.)

None

(Use Separate Sheet for Additional Information if Necessary)

d. List some principal projects completed by your organization:

Name of Work	General or Sub (If Sub, What Type of Work)	Your Contractor Amount	Year	Designing Architect or Engineer	Owner's Name and Address
Old Marlboro Pk Imp.	Gen	300,000	2014		PG DER
Arapahoe Dr Imp.	Gen	100,000	2014		PG DER
PG 862-H	Gen	1,800,000	2013		PG DPWT
Safe Routes to School	Gen	100,000	2014		City of College Park
Street Maint.	Gen	400,000	2014		City of College Park
Roadway Improv.	Gen	300,000	2013		City of Laurel

e. If General Contractor, list some subcontractors in various fields who have worked under you:

Aggregate Industries
FO Day Co Inc.
Denison Landscaping
Midlantic Marking

f. If Subcontractor, list General Contractor (s) for whom you have worked:

Aggregate Industries
FO Day Co Inc.
B+P Utilities
Humphrey + Son

g. Performance Data

What is the money value of the largest project accomplished by your organization?	4,500,000
Maximum value in last three (3) years	4,500,000
Maximum value you prefer to undertake	10,000,000
Price range of work your organization is deemed best adapted to undertake	1-5 million

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h. Is your organization licensed in the State of Maryland for the current year:

Date of License	Number of License
4-14-2015	16976899

The above statements are certified to be true and accurate.

CORPORATE SEAL
(if appropriate)

Signature

Joaquim F. Nazario, President
Title of Person Signing

NZI Construction Corp.
Name of Organization

4-17-2015
Date

STATE OF Maryland :
:ss
COUNTY OF Montgomery :

Being duly sworn, the above signer states that he/she is the President of
(Title)

NZI Construction Corp.
(Name of Organization)

and that the answers to the foregoing questions and all statements therein contained are true and correct.

Sworn to before me this 17th day of April 2015.

Notary Public

3-18-19
Commission Expires

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ATTACHMENT NO. 1
MINORITY BUSINESS ENTERPRISES PARTICIPATION AGREEMENT
(TO BE SUBMITTED WITH BID)

With respect to this Contract, I hereby certify that I am the ______________________

President and duly authorized representative
(Title)
of NZI Construction Corp. whose address is 11601 Spruce Ave
(Firm)
Beltsville, MD and that all statements made herein

are on such firm's behalf.

I. Basic Understanding and Certifications

(a) I understand and subscribe to the following statement of policy and regulatory application:

"It is the policy of Prince George's County, Maryland, that minority business enterprises ("MBE") as defined in Section 10A-101 (a) (27) of the Prince George's County Code shall have the maximum opportunity to participate in the performance of subcontracts under this Contract. Consequently, the MBE requirements of Section 10A-101 (a) (27) and applicable administrative procedures of Prince George's County Code apply to this Contract."

(b) If awarded this Contract, the above-named firm agrees to comply with the following MBE obligation:

"The Contractor agrees to ensure that Minority Business Enterprises as defined in Section 10A-101 (a) (27) of the Prince George's County Code have the maximum opportunity to participate in the performance of subcontracts under this Contract. In this regard, the Contractor shall take all necessary and reasonable steps to ensure that minority business enterprises have the maximum opportunity to compete for and perform subcontracts. The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts under this Contract."

(c) We hereby certify that it is the intention of the above-named firm to affirmatively seek out and include MBE's to participate in this Contract as subcontractors or suppliers, and to otherwise comply with the provisions of this Agreement.

(d) We hereby certify, that if awarded this Contract, the above-named firm accepts the requirement to procure forty percent (40%) of the value of the services in the award price of the Contract from certified MBE's.

(e) We understand and agree that any and all subcontracting in connection with this Contract, whether undertaken prior to or subsequently to aware of the Contract, will be in accordance with the terms of this Agreement.

ATTACHMENT NO. 1 (continued)
MINORITY BUSINESS ENTERPRISES PARTICIPATION AGREEMENT

(f) If awarded this Contract, the above-named firm agrees to require all subcontractors to exert their best efforts to accord MBE's the maximum opportunity to participate in lower-tier subcontracting opportunities under the subcontract.

(g) We understand that failure to carry out the requirements set out in this Agreement shall constitute a breach of Contract and may result in termination of the Contract by the County or such other remedy as the County deems appropriate.

(h) We understand that the provisions of this Agreement are in addition to all other equal opportunity requirements of the Contract.

<u>Definitions</u>:

(a) "Minority individuals" are those who have been subjected to prejudice or cultural bias because of their identity as a member of a group in terms of race, color, ethnic origin, or gender, without regard to their individual capabilities. Minority individuals are limited to members of the following groups:

1. African Americans (Black Americans)
2. Asian Americans
3. Hispanic Americans and
4. Females

(b) "Minority business enterprise" means any business enterprise (a) which is at least fifty one percent (51%) owned by one or more minority individuals; or, in the case of any publicly owned corporation, at least fifty one percent (51%) of the stock of which is owned by one or more minority individuals, and (b) whose general management and daily business affairs and essential productive operations are controlled by one or more minority individuals, and (c) which has been certified by the Commission as a Minority Business Enterprise pursuant to Section 2-452 (j) of the Prince George's County Code.

ATTACHMENT NO. 1 (continued)
MINORITY BUSINESS ENTERPRISES PARTICIPATION AGREEMENT

ARE YOU:		YES	NO
1.	A Minority Business Enterprise	✓	
2.	A Certified MBE by Prince George's County	✓	
3.	A Certified MBE by State of Maryland or MDOT	✓	
4.	Other Certification (specify) ______		

I understand and agree that any and all subcontracting or procurement of supplies and services in connection with this Contract whether undertaken prior to or subsequently to award of the Contract, will be in accordance with this Agreement.

I acknowledge that this Agreement is to be made an integral part of the Invitation for Bid.

Witness
Matilde A. Nazario
4-17-2015
Date

Signature of Authorized Official
Joaquim F. Nazario, President
4-17-2015
Date

301-937-8980
Telephone No.

ATTACHMENT NO. 2
MINORITY BUSINESS ENTERPRISES UTILIZATION PLAN
(TO BE SUBMITTED WITH BID)

MBE'S NAME, ADDRESS, PHONE AND PRINCIPAL	WORK TO BE PERFORMED	MBE CERIFICATION	PROJECTED SUBCONTRACT PERCENTAGE	PROJECTED SUBCONTRACT DOLLAR AMOUNT
NZI Const. 11601 Spruce Ave Beltsville, MD	All Work	PG County MdDOT		
301-937-8990 Joaquim F. Nazario President				

TOTAL MBE % PARTICIPATION

100%

NZI Construction Corp.
Name of Prime Contractor

Joaquim F. Nazario
Name of Principal

Joaquim F. Nazario
Signature

4-17-15
Date

ATTACHMENT NO. 3
LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
(TO BE SUBMITTED WITH BID)
(All Items Must be Completed)

TO: NZI Construction Corp.
(Name of Prime or General Bidder)

The undersigned intends to perform work in connection with the above project(s) as (check one):

_____ Individual   _____ Partnership   ✓ Corporation   _____ Joint Venture

Specify in detail particular work items or parts thereof to be performed by the MBE: All work

0 %
of the dollar value of the subcontract will be sublet and/or awarded to non-MBE contractors and/or non-MBE suppliers. The undersigned will enter into a formal agreement with you for the above work upon your execution of a Contract with the County.

Date ______________________   NZI Construction Corp.
Name of MBE Contractor

4/17/15
Date   Joaquim F. Nazario
Signature/Title of MBE Representative
Joaquim F. Nazario, President

****

TO BE COMPLETED BY THE PRIME CONTRACTOR

In addition to being submitted with the bid, a copy of this letter must be returned to the MBE subcontractor to indicate acceptance.

To: NZI Construction Corp.
Name of MBE

You have projected your interest and intent for such work, and the undersigned is projecting completion of such work as follows:

Work Items	Projected MBE Commencement Date	Projected MBE Completion Date

Name of Prime Contractor
NZI Construction Corp.

4/17/15
Date   Joaquim Nazario
Acceptance Signature of Prime Contractor
Joaquim F. Nazario, President

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ATTACHMENT NO. 4
CERTIFIED COUNTY-BASED BUSINESS PARTICIPATION AGREEMENT
(TO BE SUBMITTED WITH BID)

With respect to this Contract, I hereby certify that I am the ______________________________

President and duly authorized representative
(Title)

of NZI Construction Corp whose address is 11601 Spruce Ave, Beltsville, MD
(Firm)

______________________________ and that all statements made herein

are on such firm's behalf.

I. Basic Understanding and Certifications

(a) I understand and subscribe to the following statement of policy and regulatory application:

"It is the policy of Prince George's County, Maryland, that Certified County based businesses ("as established in Section 10A-163) of the Prince George's County Code shall have a minimum of 40% participation in the performance of subcontracts under this Contract. Consequently, the Certified County-based business requirements of Section 10A-161 (a) and applicable administrative procedures of Prince George's County Code apply to this Contract."

(b) If awarded this Contract, the above-named firm agrees to comply with the following Certified County-based Business obligation:

"The Contractor agrees to ensure that the Certified County-based Businesses of Prince George's County have the maximum opportunity to participate in the performance of subcontracts under this Contract. In this regard, the Contractor shall take all necessary and reasonable steps to ensure that Certified County-based businesses have the maximum opportunity to compete for and perform subcontracts. The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts under this Contract."

(c) We hereby certify that it is the intention of the above-named firm to affirmatively seek out and include Certified County-based businesses to participate in this Contract as subcontractors or suppliers, and to otherwise comply with the provisions of this Agreement.

(d) We hereby certify that if awarded this Contract, the above-named firm accepts the requirement to procure forty percent (40%) of the value of the services in the award price of the Contract from Certified County-based Businesses.

ATTACHMENT NO. 4 (continued)
CERTIFIED COUNTY-BASED BUSINESS PARTICIPATION AGREEMENT

(e) We understand and agree that any and all subcontracting in connection with this Contract, whether undertaken prior to or subsequently to aware of the Contract, will be in accordance with the terms of this Agreement.

(f) If awarded this Contract, the above-named firm agrees to require all subcontractors to exert their best efforts to accord Certified County-based Businesses the maximum opportunity to participate in lower-tier subcontracting opportunities under the subcontract.

(g) We understand that failure to carry out the requirements set out in this Agreement shall constitute a breach of Contract and may result in termination of the Contract by the County or such other remedy as the County deems appropriate.

(h) We understand that the provisions of this Agreement are in addition to all other equal opportunity requirements of the Contract.

I understand and agree that any and all subcontracting or procurement of supplies and services in connection with this Contract whether undertaken prior to or subsequently to award of the Contract, will be in accordance with this Agreement.

I acknowledge that this Agreement is to be made an integral part of the Invitation for Bid.

Witness Matilde A. Nazario	Signature of Authorized Official Joaquim F. Nazario, President
4/17/15 Date	4/17/15 Date
	301-937-8990 Telephone No.

Attachment No. 5

OFFICE of CENTRAL SERVICES
One Mission One Team

NOTICE TO BIDDERS/OFFERORS:

This solicitation is subject to Section 10A-169 of the County Code (attached), which requires the Purchasing Agent to include as a condition of any contract or agreement for procurements funded by a County agency or the County government, at the time of initial contract execution, effective as of January 1, 2014, at the time of any exercise of contract renewal, option, or extension (including automatic renewal or extension), a requirement that the business enter into a First Source and Local Hiring Agreement with the County. Failure to complete and submit an executed copy of the First Source Local Hiring Agreement with your bid or proposal (as applicable) will render your bid or proposal nonresponsive and will be rejected.

The requirements of Sections 10A-168 and Subsections (a) through (d) of 10A-169 of the County Code, shall not apply to procurement contracts in the construction industry, as defined by Sector 23 of the current edition of the North American Industry Classification System ("NAICS"), for procurements funded by a County agency or the County government if the procurement contract or agreement is governed by a project labor agreement. .

Competitive bids or proposals responding to a solicitation by a County agency or the County government may be deemed nonresponsive and rejected by the Purchasing Agent if the bid or proposal fails to demonstrate adequate capacity to meet the annual County resident hiring goals as enumerated in 10A-169 of the County Code in the judgment of the Purchasing Agent.

Sec. 10A-169. First Source and Local Hiring Agreements required; local hiring requirement.

(a) The Purchasing Agent shall include for every government-assisted project, including as a condition of any contracts or agreements for procurements funded by a County agency or the County government, at the time of initial contract execution or, effective as of January 1, 2014, at the time of any exercise of contract renewal, option, or extension (including automatic renewal or extension), a requirement that the business enter into a First Source and Local Hiring Agreement with the County which states that:

(1) The first source for finding employees to fill all jobs created by the government-assisted project shall be the First Source Registry;

(2) The first source for finding employees to fill any vacancy occurring in all jobs covered by a First Source and Local Hiring Agreement will be the First Source Registry; and

(3) Compliance with this Section is a condition of the First Source and Local Hiring Agreement.

(b) In selecting qualified County residents from the First Source Registry for interviews or other consideration for employment for all jobs covered by each First Source and Local Hiring Agreement, the Prince George's County Economic Development Corporation's Workforce Services Division shall give first priority to referring veterans who are County residents, second priority to referring unemployed County residents, third priority to referring County residents within three hundred percent (300%) of federal poverty guidelines, and then fourth priority to referring other job-seeking County residents.

(c) Each business that is a signatory to a First Source and Local Hiring Agreement under a procurement contract shall submit to the Prince George's County Economic Development Corporation's Workforce Services Division and the Purchasing Agent, by the fifth business day of every month following the execution of the First Source and Local Hiring Agreement, an agreement compliance report for the project that includes the:

(1) Number of employees needed;

(2) Number of current employees transferred;

(3) Number of new job openings created;

(4) Number of jobs openings listed with the Prince George's County Economic Development Corporation's Workforce Services Division;

(5) (A) For the reporting period (during the previous calendar month), the total number of County residents employed, including new County resident hires, and total hours worked by County residents, and

(B) For the calendar year, the cumulative total number of County residents employed, including cumulative new County resident hires, and cumulative work hours by County residents; and

(6) (A) For the reporting period (during the previous calendar month), the total number of employees employed, including new hires, and total employee hours worked, and

(B) For the calendar year, the cumulative total number of employees hired, including cumulative new hires, and cumulative employee hours worked, including, for each employee:

(i) Name;

(ii) Job title;

(iii) Hire date;

(iv) Residence; and

(v) Referral source for all new hires.

(d) At least ten (10) calendar days prior to announcing an employment position, a business that is a signatory to a First Source and Local Hiring Agreement under a procurement contract shall notify the Prince George's County Economic Development Corporation's Workforce Services Division of the available positions. If the County resident interviewed or otherwise considered for the position is not hired, the business shall provide reasons why the referred County resident was not hired. A good faith effort is required to hire the referred County resident, if sufficiently qualified for the available position.

(e) The requirements of Section 10A-168 and Subsections (a) through (d) of this Section, except for the reporting requirements of Paragraphs (5) and (6) of Subsection (c) of this Section on a form provided by the Purchasing Agent, shall not apply to procurement contracts in the construction industry, as defined by Sector 23 of the current edition of the North American Industry Classification System ("NAICS"), for procurements funded by a County agency or the County government if the procurement contract or agreement is governed by a project labor agreement. The remaining requirements of this Subdivision shall apply to such procurement contracts, agreements, or awards.

(f) The Purchasing Agent shall require "best efforts" to reach a minimum goal that at least fifty-one percent (51%) of the annual man/woman hours (work hours), on both a total work hour and trade by trade basis, be worked by County residents as a condition of any contract or agreement for a procurement funded by a County agency, including requiring "best efforts" to reach a minimum goal that at least fifty-one percent (51%)

of the annual apprenticeship work hours on such contracts or agreements be worked by apprentices who are County residents. The requirements of this Subsection extend to hiring by contractors and subcontractors on procurements funded by a County agency under the supervision or control of the contractors and subcontractors.

(1) In procurements funded by a County agency or the County government, competitive bids or proposals responding to a bid or proposal solicitation, including, but not limited to, competitive bids pursuant to Section 10A-112 or competitive proposals pursuant to Section 10A-113, may be deemed nonresponsive and rejected by the Purchasing Agent if the bid or proposal fails to demonstrate adequate capacity to meet the annual County resident hiring goals of this Subsection in the judgment of the Purchasing Agent.

(2) If a procurement subject to this Subsection fails to reach the minimum goal that at least fifty-one percent (51%) of the annual man/woman hours (work hours) or fifty-one percent (51%) of the annual apprenticeship work hours be worked by County residents, a waiver must be granted pursuant to Subsection (h) of this Section or the procurement is subject to the penalties of Subsection (i) of this Section.

(3) In order to meet the "best efforts" requirements of this Subsection, an employer required to comply with the annual County resident hiring goals of this Subsection shall require any worker it employs that it deems to be a County resident for the purposes of meeting the annual County resident hiring goals to submit documentation by the end of the calendar year to the employer necessary to establish the worker's County residency pursuant to the requirements set forth in Section 10A-101(14.1), including a copy of a filed Maryland state income tax return as prescribed in Section 10A-101(14.1)(A) – (B) or an attestation as prescribed in Section 10A-101(14.1)(C) establishing a Prince George's County domicile for the worker for the most recent full calendar year, unless the worker has already submitted such documentation during the calendar year to the Prince George's County Workforce Services Division pursuant to Section 10A-168(a). The employer shall transmit the documentation required by this Paragraph submitted by its workers during the calendar year to the Prince George's County Workforce Services Division and the Purchasing Agent by the tenth (10th) business day of the subsequent calendar year or the employer shall be in noncompliance with the "best efforts" requirements of this Subsection and subject to the penalties of Subsection (i) of this Section.

(g) For procurements funded by a County agency or the County government, including, but not limited to, procurements awarded pursuant to Section 10A-112 or Section 10A-113, the Purchasing Agent shall require compliance with this Subdivision as a condition of the procurement contract or agreement or any such contract or agreement shall be void.

(h) On a case by case basis, at the request of an employer required to comply with Subsection (f) of this Section, the Purchasing Agent may waive the annual County resident hiring goals of Subsection (f) of this Section if the Purchasing Agent finds that "best efforts" to comply with the annual County resident hiring goals by the employer requesting the waiver have been demonstrated as prescribed in Paragraph (2) of this Subsection. An employer is only allowed to request and the Purchasing Agent is only allowed to grant a waiver authorized by this Subsection after the end of the calendar year for which the employer seeks the waiver and the waiver, if granted, shall only apply for that calendar year.

(1) For procurement contracts or agreements subject to approval by legislative act under Section 819 of the Charter, a waiver authorized by this Subsection must be approved by the County Council. For procurement contracts or agreements not subject to approval by legislative act under Section 819 of the Charter, notice of such a waiver, including the information provided to the Purchasing Agent pursuant to Subparagraphs (A) – (D) of Paragraph (2) of this Subsection, shall be sent to the County Council by the Purchasing Agent by no less than fourteen (14) calendar days prior to the date of the County Executive's approval of the Purchasing Agent's decision to waive the provisions of Subsection (f) of this Section.

(2) The term "best efforts" in this Subdivision means efforts to the maximum extent practicable have been made to meet the requirement. "Best efforts" by an employer required to comply with Subsection (f) of this Section shall not be found and a waiver authorized by this Subsection shall not be granted unless the employer provides written documentation to the Purchasing Agent demonstrating that:

(A) Whenever employment opportunities became available during the calendar year, the employer made good faith efforts to hire each County resident who applied or was referred for employment;

(B) The employer sent written notifications during the calendar year to the Prince George's County Workforce Services Division and community, labor, and workforce-related organizations and institutions identified by the County Executive or the County Executive's designee whenever employment opportunities became available;

(C) For each County resident who applied or was referred for employment during the calendar year, but was not hired, the employer maintained written documentation that includes a sufficient explanation of the reason(s) the County resident was not hired; and

(D) The employer met other requirements during the calendar year determined by the Purchasing Agent.

Based on an analysis of the information provided by the employer seeking a waiver authorized by this Subsection and an analysis by the Purchasing Agent of the sufficiency of the County's labor market, the Purchasing Agent shall determine whether "best efforts" to comply have been demonstrated by the employer and whether to grant the employer's request for a waiver authorized by this Subsection, subject to the approvals and notice required by this Subsection. An employer must be in compliance with Paragraph (3) of Subsection (f) of this Section in order to receive a waiver authorized by this Subsection. A waiver decision by the Purchasing Agent authorized by this Subsection must be approved by the County Executive.

(i) Failure to comply with this Section, for a procurement funded by a County agency or the County government, may subject a signatory to a First Source and Local Hiring Agreement or any other entity required to comply with this Subdivision to a penalty, to include monetary fines of up to twenty percent (20%) of the value of the direct and indirect labor costs of the contract, as determined by the Purchasing Agent. For repeated violations of this Section, a signatory to a First Source and Local Hiring Agreement or any other entity required to comply with this Subdivision may be subject to a cancellation of the procurement contract or agreement, as determined by the Purchasing Agent,

(j) At the discretion of the Purchasing Agent or the County Auditor, any business that is a signatory to a First Source and Local Hiring Agreement or any other entity required to comply with this Subdivision shall be subject to an audit of documents or other information deemed necessary by the Purchasing Agent or the County Auditor to verify compliance with this Section upon thirty (30) calendar days written notice.

(k) Immediately upon execution, the Purchasing Agent shall expeditiously transmit a paper or electronic copy of any signed First Source and Local Hiring Agreement to the Prince George's County Economic Development Corporation's Workforce Services Division
(CB-17-2011)

First Source and Local Hiring Agreement

The Contractor agrees to the following provisions as a condition to their contract with Prince George's County:

A) The first source for finding employees to fill all jobs created by the government assisted project shall be the First Source Registry;

B) The first source for finding employees to fill any vacancy occurring in all jobs covered by a First Source and Local Hiring Agreement will be the First Source registry;

C) Contractor shall submit to the Prince George's County Economic Development Corporation's Workforce Services Division and the Purchasing Agent by the fifth business day of every month following the execution of the First Source and Local Hiring Agreement an agreement compliance report for the project that includes the:

(1) Number of employees needed;
(2) Number of current employees transferred;
(3) Number of new job openings created;
(4) Number of jobs openings listed with the Prince George's County Economic Development Corporation's Workforce Services Division;
(5) (A) For the reporting period (during the previous calendar month), the total number of County residents employed, including new County resident hires, and total hours worked by County residents, and
(B) For the calendar year, the cumulative total number of County residents employed, including cumulative new County resident hires, and cumulative work hours by County residents; and
(6) (A) For the reporting period (during the previous calendar month), the total number of employees employed, including new hires, and total employee hours worked, and
(B) For the calendar year, the cumulative total number of employees hired, including cumulative new hires, and cumulative employee hours worked, including, for each employee:
(i) Name;
(ii) Job title;
(iii) Hire date;
(iv) Residence; and
(v) Referral source for all new hires.

D) At least ten (10) calendar days prior to announcing an employment position, a business that is a signatory to a First Source and Local Hiring Agreement under a procurement contract shall notify the Prince George's County Economic Development Corporation's Workforce Services Division of the available positions. If the County resident interviewed or otherwise considered for the position is not hired, the business shall provide reasons why the referred County resident was not hired. A good faith effort is required to hire the referred County resident, if sufficiently qualified for the available position.

E) The Purchasing Agent requires "best efforts" to reach a minimum goal that at least fifty-one percent (51%) of the annual man/woman hours (work hours), on both a total work hour and trade by trade basis, be worked by County residents as a condition of any contract or agreement for a procurement funded by a County agency, including requiring "best efforts" to reach a minimum goal that at least fifty-one percent (51%) of the annual apprenticeship work hours on such contracts or agreements be worked by apprentices who are County residents. The requirements of this Subsection extend to hiring by contractors and subcontractors on procurements funded by a County agency under the supervision or control of the contractors and subcontractors.

Contract No. 910-H (E)
EXHIBIT K

Joaquim Nazario

Signature: Authorized Corporate Officer/Partner or Proprietor

4-17-15

Date

Joaquim F. Nazario

Typed Name of Signatory

President

Title of Authorized Signatory

Name of person designated by your firm to monitor your company's compliance with the First Source and Local Hiring agreement:

Name: Nelson Nazario

Title: VP

Phone: 301-937-8990

Email: nnazario@nziconstruction.com

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Community Services

SUBJECT
Website Contract Renewal - CivicPlus

Motion #
07-07-FY17

Recommendation:
I move that the Mayor and Council renew the contract with CivicPlus for website provision and maintenance in an amount not to exceed $13,687.99, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Summary Background:
The City is entering the fourth and final year of our contract with CivicPlus. Our annual fee of $2,000 will provide for our website redesign at no cost in FY2018. Failure to renew the contract would result in forfeiture of the $6,000 the City has already paid towards this redesign.

Next Steps:
Renew the contract with CivicPlus.

Fiscal Impact:
$13,687.99

City Administrator Comments:
Recommend Support

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Community & Economic Development

SUBJECT
Hyattsville CDC: Request for Maryland DHCD Community Legacy Letter of Support (10 minutes)

Motion #
08-07-FY17

Recommendation:
I move to authorize the Mayor, on behalf of the City of Hyattsville, to provide to the Hyattsville Community Development Corporation a letter of support for its Community Legacy grant application for up to $23,000 to the Maryland Department of Housing & Community Development. The funds are intended to support the printing and installation of artistic vinyl wraps on the traffic boxes located at signalized intersections throughout the City.

Sponsor(s):
Hollingsworth, Haba, Lawrence

ATTACHMENTS
HCDC CL Application Support.pdf

Summary Background:
The Hyattsville CDC is requesting the City of Hyattsville support its Community Legacy grant application to the Maryland Department of Housing & Community Development. The "vinyl artistic wraps" is eligible under the Community Legacy program, with DHCD previously funding a number of vinyl artistic wraps/ traffic signal control box projects in Ocean City, Maryland.

Projects are funded based on the overall strength of the application, not necessarily as an area. Last year the City of Hyattsville was awarded two (2) CL projects and Hyattsville CDC was awarded one (1). The City is pursuing commercial facade improvement funding, a program consistent with the City's current Community Sustainability Plan.

Next Steps:
A letter of support will be drafted and provided to the Hyattsville CDC for inclusion in its grant application. Maryland DHCD is not requiring local resolutions to accompany grant application this cycle, however if funding is awarded to the project, it may be necessary for the City Council to formally adopt a local resolution of support.

Fiscal Impact:
Not applicable

City Administrator Comments:
Staff has confirmed with Maryland DHCD that the program is an eligible activity. Recommend Support.

Community Engagement:

The project was originally brought to the attention of The Hyattsville Community Development Corporation (HCDC) because of the positive public support received by traffic box art wrap projects in other municipalities. To date the Hyattsville CDC has presented the project to state delegates and representatives from Prince Georges Department of Public Works and Transportation and the State Highway Administration.

The final designs of the traffic box wraps will be selected by a jury consisting of area residents, City Council members, and local artists. HCDC will market the Traffic Box Art Wrap project through its social media channels, (facebook, twitter, Instagram), and also provide a public page on its website describing the project, providing updates, and community events. The HCDC intends to hold a public ceremony once the art wraps are installed.

Strategic Goals:
Goal 5: Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community
Action 5.4 – Develop and maintain strategic partnerships with organizations and communities

Legal Review Required?
N/A

Hyattsville Community Development Corp

4312 Hamilton Street - Hyattsville, MD 20781 - (301) 683-8267 (O) - (207) 470-3805 (F) - www.hycdc.org

Board of Directors:

Lisa Jordan, Board Chair
Gloria Felix-Thompson, Vice-Chair
Mark G. L. Ferguson, Treasurer
Corey Powell, Secretary
Michael Franklin, Past Chair

Lynda Lynn
Chris Hatcher
Adam Weissman
Lawrence Taub

Executive Director: Stuart W. Eisenberg

July 6th, 2016

The Honorable Candace Hollingsworth, Mayor
4310 Gallatin Street
Hyattsville, MD 20781

Dear Mayor Hollingsworth,

The Hyattsville Community Development Corporation would like to thank the City of Hyattsville for its past support of our projects and programming; and we will continue to seek and expand on the City's invaluable partnership for our future endeavors.

We would like to request a City Council resolution of support for the Hyattsville CDC's application for Community Legacy funding for FY 2017. The funding will support the printing and instillation of artistic vinyl wraps on the traffic boxes located at signalized intersections throughout the city.

Attached is a draft copy of the statutory resolution language prepared for staff to employ. We would greatly appreciate the City's endorsement of the project.

Sincerely,

Stuart W Eisenberg

Stuart Eisenberg, Executive Director
Hyattsville Community Development Corporation

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Finance

SUBJECT
Hyattsville Resolution 2016-03: Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in City of Hyattsville (10 minutes)

Motion #
09-07-FY17

Recommendation:
I move that the Mayor and Council introduce Hyattsville Resolution 2016-03 for the Issuance of Refunding Bonds Relating to the University Town Center Special Taxing District in the City of Hyattsville in an aggregate principal amount not to exceed $17,750,000, at an interest rate or rates not to exceed 5% per annum. This issue will be for the purpose of refunding or advance refunding in whole or in part the outstanding City of Hyattsville Special Obligation Bonds (University Town Center Project), Series 2004 and funding or paying other costs permitted within RESOLUTION 2016-03. Additionally, RESOLUTION 2016-03 provides that such refunding bonds and the interest thereon shall never constitute a general obligation debt of, or a pledge of the City's full faith and credit or taxing powers; such refunding bonds shall be payable solely from special taxes levied on property within the University Town Center Special Taxing District in accordance with the existing Rate and Method identified in RESOLUTION 2016-03. RESOLUTION 2016-03 authorizes the Mayor by executive order (as permitted by the Special Taxing District Act) to make certain approvals and determinations relating to any such refunding bonds and the documents relating thereto. (FIRST READING).

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
DOCS-#188483-v3-2016_Hyattsville_Resolution_re__UTC_Refunding_Bonds.DOCX

Summary Background:
In 2004 under a Designation Resolution the City designated a contiguous area in the City and created the University Town Center Special Taxing District. Included in that resolution the City issued bonds in the aggregate principal amount of $18,000,000 for the following purposes: initially finance or reimburse the cost of infrastructure improvements, establish a debt service reserve fund, pay issuance costs of the bonds, fund capitalized interest and pay other costs as permitted by the Act. Currently in the Series 2004 Bonds there is approximately $16,640,000 in callable bonds that can be refinanced at lower rates thus creating significant savings in reduced interest and debt service payments for the UTC owners.

Next Steps:
Upon passage of the resolution by Council bonds will issued for sale to investors on the open market.

Fiscal Impact:
No fiscal impact to the City's operating funds. This refunding provides the owners of the UTC project a reduced interest rate and reduction in their debt service payments.

City Administrator Comments:
Recommend Support

Community Engagement:
A public hearing on the issuance of these bonds is scheduled to provide community comment on this issue.

Strategic Goals:
Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?
Pending

HYATTSVILLE RESOLUTION 2016-____________

A RESOLUTION AUTHORIZING AND EMPOWERING, PURSUANT TO NOTICE AND A PUBLIC HEARING, CITY OF HYATTSVILLE (THE "CITY") TO ISSUE, SELL AND DELIVER, IN ONE OR MORE SERIES FROM TIME TO TIME, ITS REVENUE BONDS, NOTES OR OTHER SIMILAR INSTRUMENTS (THE "REFUNDING BONDS") IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $17,750,000.00 AND BEARING INTEREST AT A RATE OR RATES NOT TO EXCEED 5.00% PER ANNUM FOR THE PURPOSE OF CURRENTLY REFUNDING OR ADVANCE REFUNDING IN WHOLE OR IN PART THE CITY'S THEN-OUTSTANDING SPECIAL OBLIGATION BONDS (UNIVERSITY TOWN CENTER PROJECT), SERIES 2004 (THE "SERIES 2004 BONDS") AND FUNDING OR PAYING OTHER COSTS PERMITTED UNDER THE ACT IDENTIFIED HEREIN; PROVIDING THAT SUCH REFUNDING BONDS AND THE INTEREST THEREON SHALL NEVER CONSTITUTE A GENERAL OBLIGATION DEBT OF OR A PLEDGE OF THE CITY'S FULL FAITH AND CREDIT OR TAXING POWERS; PROVIDING FOR THE FURTHER SPECIFICATION, PRESCRIPTION, DETERMINATION, PROVISION FOR OR APPROVAL OF VARIOUS OTHER MATTERS, DETAILS, DOCUMENTS AND PROCEDURES IN CONNECTION WITH THE AUTHORIZATION, ISSUANCE, SECURITY, SALE AND PAYMENT FOR ANY SUCH REFUNDING BONDS; MAKING CERTAIN LEGISLATIVE FINDINGS, AMONG OTHERS, CONCERNING THE PUBLIC BENEFIT OF THE MATTERS CONTEMPLATED BY THIS RESOLUTION; CONFIRMING THE CITY'S OBLIGATION TO, AND COVENANTING TO, IMPOSE, LEVY AND COLLECT SPECIAL TAXES WITHIN THE UNIVERSITY TOWN CENTER SPECIAL TAXING DISTRICT IDENTIFED HEREIN IN ACCORDANCE WITH THE RATE AND METHOD IDENTIFIED HEREIN IN ORDER TO PROVIDE SUFFICIENT REVENUES TO PAY DEBT SERVICE ON ANY OUTSTANDING REFUNDING BONDS AND SERIES 2004 BONDS AND TO FUND OTHER COSTS AND EXPENSES PERMITTED BY THE ACT, AND CONFIRMING THE CITY'S PLEDGE TO DEPOSIT SUCH SPECIAL TAXES IN THE SPECIAL FUND IDENTIFIED HEREIN ESTABLISHED PURSUANT TO HYATTSVILLE RESOLUTION 2004-02; AND GENERALLY PROVIDING FOR OR RELATING TO SUCH REFUNDING BONDS.

RECITALS

WHEREAS, in 2004, Section 44A of Article 23A of the Annotated Code of Maryland, (now codified as Sections 21-407 to 21-422, inclusive, of the Local Government Article of the Annotated Code of Maryland, and as the same may be further amended, supplemented or replaced, the "Act"), authorized any municipal corporation of the State of Maryland to create a "special taxing district" (as such term was used in the Act), levy ad valorem taxes or special taxes and borrow money by issuing and selling its "bonds" (as such term was used in the Act) for the purpose, among others, of financing, refinancing or reimbursing the "cost" (as such term was used in the Act) of the design, construction, establishment, extension, alteration or acquisition of adequate storm drainage systems, sewers, water systems, roads, bridges, culverts, tunnels, streets, sidewalks, lighting, parking, parks and recreation facilities, libraries, schools, and other "infrastructure

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improvements" (as such term was used in the Act) as necessary, whether situated within the special taxing district or the municipal corporation or outside of the municipal corporation if notification is given to the governmental unit having jurisdiction over the infrastructure improvement and if the infrastructure improvement is reasonably related to other infrastructure improvements within the special taxing district, for the development and utilization of land, each with respect to any defined geographic region within the municipal corporation, funding a debt service reserve fund, paying the costs of issuing such bonds, and paying interest before, during, or for a limited period of time after constructing the infrastructure improvements; and

WHEREAS, pursuant to the authority of the Act (as then codified), and Hyattsville Resolution 2004-02, adopted by the City Council of the City of Hyattsville (the "City Council") on February 17, 2004 and effective on February 17, 2004 (the "Designation Resolution"), City of Hyattsville, a Maryland municipal corporation and a municipality within the meaning of the current codification of the Act and the Refunding Act identified herein (the "City"), designated a contiguous area in the City totaling approximately 23.3693 acres and identified in the Designation Resolution as the "University Town Center Special Taxing District", a "special taxing district" within the meaning of the Act (the "District"); and

WHEREAS, pursuant to the Designation Resolution, the City also created the "special fund" required by the Act, which special fund is designated as the "University Town Center Special Taxing District Special Fund" (the "Special Fund"), and pledged to the Special Fund the proceeds of the ad valorem or special tax to be imposed pursuant to the Act; and

WHEREAS, the Act provides that any "bonds" issued pursuant thereto may be in the nature of revenue bonds, notes or other similar instruments; and

WHEREAS, pursuant to the authority of the Act and Hyattsville Resolution 2004-03, adopted by the City Council on February 17, 2004 and effective on February 17, 2004 (the "2004 Bond Resolution"), the City authorized the issuance of "bonds" (within the meaning of the Act) in one or more series from time to time in an aggregate principal amount not to exceed $18,000,000.00 (the "Authorized Bonds") in order to initially finance or reimburse the "cost" (within the meaning of the Act) of certain "infrastructure improvements" (within the meaning of the Act) benefiting the District, to establish a debt service reserve fund, to pay issuance costs of such bonds, to fund capitalized interest and to pay any other costs, as permitted by the Act, such Authorized Bonds to be payable from amounts on deposit in the Special Fund; and

WHEREAS, in accordance with the Act and the 2004 Bond Resolution, the City provided for the imposition, levy and collection pursuant to the Act of non-ad valorem special taxes (the "Special Tax") upon all real and personal property within the Special Taxing District, unless exempted by law or the provisions of the "City of Hyattsville, Maryland University Town Center Special Taxing District Rate and Method of Apportionment of Special Taxes" that was attached to the 2004 Bond Resolution as Exhibit A and approved and adopted pursuant to the 2004 Bond Resolution (the "Rate and Method"); and

WHEREAS, as permitted by the Act, pursuant to the 2004 Bond Resolution, the City Council delegated the authority to the Mayor of the City (the "Mayor") by executive order to determine and approve certain details of and documents relating to the Authorized Bonds, within the limitations stated in the 2004 Bond Resolution; and

WHEREAS, on August 24, 2004, pursuant to the authority of the Act, the Designation Resolution, the 2004 Bond Resolution, and executive orders of the Mayor dated August 9, 2004 and August 23, 2004, the City issued the City of Hyattsville Special Obligation Bonds (University Town Center Project), Series 2004 in the original aggregate principal amount of $18,000,000 (the "Series 2004 Bonds"); and

WHEREAS, the Series 2004 Bonds were issued pursuant to an Indenture of Trust dated as of August 1, 2004 (the "Original Indenture"), between the City and SunTrust Bank, as trustee, predecessor-in-interest to U.S. Bank National Association, the current trustee under the Original Indenture (the "Trustee"); and

WHEREAS, proceeds of the Series 2004 Bonds were applied to (i) the cost of street and road construction and improvements, retaining walls, water mains and hydrants, sewer mains and manholes, a storm drainage system, a bio retention pond, electrical/telecommunications improvements, earthwork and erosion control, reforestation, sculptures, plazas and related furniture and equipment, and signage, and such other infrastructure improvements within or outside the District as were permitted pursuant to the 2004 Bond Resolution and the Original Indenture, (ii) establishing a debt service reserve fund, (iii) paying costs of issuance of the Series 2004 Bonds, (iv) funding capitalized interest on the Series 2004 Bonds, and (v) paying any other costs or expenses permitted by the Act; and

WHEREAS, the Series 2004 Bonds were issued as term bonds scheduled to mature on July 1 in the following years and principal amounts and bearing interest at the following rates:

Year	Principal Amount	Interest Rate
2017	$ 1,676,000	5.00%
2024	3,524,000	5.60
2034	12,800,000	5.75; and

WHEREAS, the Series 2004 Bonds are subject to mandatory sinking fund redemption in the amounts set forth in such Series 2004 Bonds and in the Original Indenture as follows: (i) the Series 2004 Bonds maturing on July 1, 2017 – on July 1 in the years 2009 to 2017, inclusive, (ii) the Series 2004 Bonds maturing on July 1, 2024 – on July 1 in the years 2018 to 2024, inclusive, and (iii) the Series 2004 Bonds maturing on July 1, 2034 – on July 1 in the years 2025 to 2034, inclusive; and

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WHEREAS, the Series 2004 Bonds are currently outstanding in the approximate aggregate principal amount of $16,640,000.00; and

WHEREAS, the Series 2004 Bonds are subject to redemption prior to maturity on and after July 1, 2014, at the option of the City, as a whole or in part at any time at the following prices, expressed as percentages of the principal amount of the Series 2004 Bonds (or portions thereof) to be redeemed, plus accrued interest thereon to the date set for redemption:

Period During Which Redeemed (both dates inclusive)	Redemption Price
July 1, 2014 to June 30, 2015	102%
July 1, 2015 to June 30, 2016	101%
July 1, 2016 and thereafter	100%; and

WHEREAS, (i) the City is required to give notice to the Trustee of its election to optionally redeem any Series 2004 Bonds at least 45 days prior to the date fixed for redemption, or such fewer number of days' notice as shall be acceptable to the Trustee, and (ii) the Trustee is required to given notice to the holders of any Series 2004 Bonds to be redeemed in whole or in part at least 30 days prior to the date fixed for redemption; and

WHEREAS, the Original Indenture (i) authorizes the issuance of Additional Bonds (as defined therein) for, among other purposes, refunding or advance refunding any outstanding Bonds, (ii) defines "Bonds" as the Series 2004 Bonds and any Additional Bonds, and (iii) provides that Additional Bonds shall be issued pursuant to the provisions of a Supplemental Indenture (as defined therein); and

WHEREAS, the Rate and Method provides that the Special Tax shall be imposed, levied and collected with respect to any bonds or other debt (within the meaning of the Act) relating to the District, including refunding bonds; and

WHEREAS, as required by the Act, the District was created, the Designation Resolution and the 2004 Bond Resolution were adopted, and the Series 2004 Bonds were issued pursuant to an "Application to Create the University Town Center Special Taxing District and Provide for the Financing, Refinancing or Reimbursement of the Cost of Infrastructure Improvements Within and Outside the District" dated February 9, 2004 (the "Application"), which Application constituted the request of the property owners required by Subsections (c)(1) and (g)(3)(ii) of the Act (as then codified); and

WHEREAS, paragraph 4 of the Application provides that the applicants also request that the City from time to time undertake to refinance all or a portion of any special obligations issued by the City to originally finance or reimburse infrastructure improvements contemplated on

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Attachment 2 to the Application when and if market conditions favor any such refinancing or when a refinancing would be appropriate for any purpose permitted by applicable law, provided that any such refinancing does not result in an increase in the maximum special taxes or ad valorem taxes authorized to be levied on any class of property within the District pursuant to any rate and method authorized in connection with the special obligations issued for initial financing and reimbursement purposes; and

WHEREAS, Section 21-421 of the Act provides that bonds may be issued for the purpose of refunding bonds previously issued pursuant to the Act; and

WHEREAS, in addition, Section 19-207 of the Local Government Article of the Annotated Code of Maryland (as the same may be amended, supplemented or replaced, the "Refunding Act"), provides that a municipality (among other governmental entities) that has the power under any general or special statutory authority to evidence an obligation for the payment of money by the issuance of its "bonds" (within the meaning of the Refunding Act, which includes bonds, certificates of indebtedness, interim certificates and notes), by whatever name known or source of funds secured, may issue new bonds to refund its outstanding bonds; and

WHEREAS, refunding bonds may be issued under the authority of the Refunding Act for the public purpose of (i) realizing a savings in the total cost of debt service on a direct comparison or present value basis, or (ii) debt restructuring that reduces the total cost of debt service, or (iii) debt restructuring that the municipality determines is in its best interest, is consistent with its long-term financial plan, and realizes a financial objective of the municipality, including improving the relationship of debt service to any source of payment such as taxes, assessments and other charges; and

WHEREAS, the Refunding Act further provides that (i) the power to issue refunding bonds provided for thereunder shall be additional to any other power to borrow, and (ii) the procedures for the issuance of refunding bonds shall be the same as those applicable to the bonds being refunded, except that refunding bonds may be sold at a private sale, without soliciting bids, if the issuer determines in a public meeting that such private sale would be in the public interest; and

WHEREAS, the City has determined that under current market conditions a refunding of all or a portion of the outstanding Series 2004 Bonds may be effected that meets the requirements of the Act and the Refunding Act, does not require any increase in the maximum Special Tax provided for in the Rate and Method, and does not violate the provisions of paragraph 4 of the Application; and

WHEREAS, bonds issued for refunding purposes pursuant to the Act must be authorized by an ordinance or resolution of the issuer, and the refunding bonds authorized to be issued pursuant to the provisions of this Resolution in order to refund the then-outstanding Series 2004 Bonds in whole or in part shall be issued and secured pursuant to the provisions of the Act and the Refunding Act; and

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WHEREAS, pursuant to Section 21-417(d) of the Act, this Resolution, any executive order adopted in furtherance of this Resolution, and the imposition, levy and collection of the Special Tax may not be subject to any referendum by reason of any other State of Maryland or local law; and

WHEREAS, prior to issuing any refunding bonds relating to the District, the City has determined to adopt this Resolution in order to comply with certain provisions of the Act and, to the extent applicable, the Refunding Act; and

WHEREAS, prior to adopting this Resolution, the City Council held a public hearing after giving at least 10 days' notice before the date of the hearing in a newspaper of general circulation in the City of Hyattsville in accordance with Section 21-411 of the Act.

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Hyattsville, that:

SECTION 1. FINDINGS AND DETERMINATIONS. The City Council hereby finds and determines that:

(a) The Recitals to this Resolution (the "Recitals") are deemed a substantive part of this Resolution and are incorporated by reference herein, and capitalized terms defined in the Recitals and used herein shall have the meanings given to such terms in the Recitals.

(b) References in this Resolution to any official by title shall be deemed to refer (i) to any official authorized under the Charter of the City (the "Charter") or other applicable law or authority to act in such titled official's stead during the absence or disability of such titled official, (ii) to any person who has been elected, appointed or designated to fill such position in an acting capacity under the Charter, the code of City ordinances (the "City Code") or other applicable law or authority, (iii) to any person who serves in a "Deputy", "Associate" or "Assistant" capacity as such an official, provided that the applicable responsibilities, rights or duties referred to herein have been delegated to such deputy, associate or assistant in accordance with applicable law or authority, and/or (iv) to the extent an identified official commonly uses another title not provided for in the Charter or the City Code, the official, however known, who is charged under the Charter, the City Code or other applicable law or authority with the applicable responsibilities, rights or duties referred to herein. To the extent the Mayor is no longer the "chief executive officer" of the City (within the meaning of the Act) at the time the Mayor is authorized by this Resolution to specify, prescribe, determine, provide for, or approve by executive order any matters provided for herein, references in this Resolution to the Mayor determining such matters by executive order shall be construed to refer to the official of the City who constitutes the "chief executive officer" within the meaning of the Act.

(c) Terms used in the Recitals and elsewhere in this Resolution that are not specifically defined herein shall have the meanings given to such terms in the Act, the Refunding Act, the

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Designation Resolution, the 2004 Bond Resolution, the Original Indenture or the Rate and Method, as applicable.

(d) By the adoption of the Designation Resolution and the 2004 Bond Resolution, the City Council complied with the provisions of Section 21-412 of the Act (requiring designation of the District, creation of the Special Fund and the pledge to the Special Fund of the proceeds of the Special Tax) and Section 21-414 of the Act (requiring the City to provide for the imposition of the Special Tax) as such activities relate to the Refunding Bonds identified in Section 2 of this Resolution and are required to be undertaken by Section 21-417(b)(2)(i) of Act, inasmuch as the corresponding provisions of the Designation Resolution and the 2004 Bond Resolution are not intended to be modified by the provisions of this Resolution or otherwise in accordance with the authorization of such Refunding Bonds.

(e) Pursuant to Section 2 of the 2004 Bond Resolution and the Rate and Method, which is incorporated by reference in the 2004 Bond Resolution, the City Council met the requirements of Section 21-417(b)(3) of the Act with respect to the Refunding Bonds provided for herein.

(f) The Application submitted to the City prior to the adoption of the Designation Resolution constitutes the request contemplated by Section 21-409(c) of the Act with respect to the transactions contemplated by this Resolution.

SECTION 2. AUTHORIZED AMOUNT AND NATURE OF REFUNDING BONDS.

(a) The City is hereby authorized to issue bonds (within the meaning of the Act and the Refunding Act) in one or more series from time to time in an aggregate principal amount not to exceed Seventeen Million Seven Hundred Fifty Thousand Dollars ($17,750,000.00) and bearing interest at a maximum rate or rates of interest not to exceed 5.00% per annum for the purpose of currently refunding or advance refunding in whole or in part the then-outstanding Series 2004 Bonds (collectively, the "Refunding Bonds"). Any Refunding Bonds shall be issued pursuant to the authority of the Act and, to the extent applicable, the Refunding Act, and proceeds of any series of the Refunding Bonds may be applied to (i) paying all or any portion of outstanding principal and/or interest accrued or to accrue to the date of redemption, purchase or maturity of the Series 2004 Bonds to be refunded, (ii) financing or reimbursing the cost of issuing such series of the Refunding Bonds, (iii) funding a debt service reserve fund, (iv) paying funded interest with respect to such series of the Refunding Bonds, and/or (v) financing or reimbursing any other costs and expenses permitted by the Act. Any series of the Refunding Bonds may be issued as one or more bonds and any such bond may be issued in installment and/or draw-down form.

(b) It is anticipated that any series of the Refunding Bonds will be issued for the public purpose of realizing a savings in the total cost of debt service on a direct comparison or present value basis, but in the event that at the time of sale of any series of the Refunding Bonds such savings are not achievable, the Mayor, on behalf of the City, after consultation with the City

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Administrator of the City (the "City Administrator") and the Treasurer of the City (the "Treasurer"), and pursuant to an executive order provided for in Section 3 below, is hereby authorized and empowered to determine a structure for such series of the Refunding Bonds that satisfies other authorized purposes of the Refunding Act, provided that such structure does not violate the provisions of paragraph 4 of the Application.

(c) Each series of the Refunding Bonds shall be executed by the manual or facsimile signature of the chief executive officer of the City (currently, the Mayor) or any other official then authorized by the Act and the seal of the City shall be affixed to each series of the Refunding Bonds and attested by the City Clerk of the City (the "City Clerk") or other similar administrative officer of the City. Any series of Refunding Bonds shall mature not later than July 1, 2034.

(d) **THE REFUNDING BONDS SHALL NOT BE AN INDEBTEDNESS OF THE CITY FOR WHICH THE CITY IS OBLIGATED TO IMPOSE, LEVY OR PLEDGE, OR HAS IMPOSED, LEVIED OR PLEDGED, AD VALOREM TAXES OR SPECIAL TAXES OF THE CITY OTHER THAN THE SPECIAL TAX PROVIDED FOR BY THE 2004 BOND RESOLUTION AND THE RATE AND METHOD. THE REFUNDING BONDS SHALL BE SPECIAL OBLIGATIONS OF THE CITY AND MAY NOT CONSTITUTE A GENERAL OBLIGATION DEBT OF THE CITY OR A PLEDGE OF THE CITY'S FULL FAITH AND CREDIT OR TAXING POWER. THE ONLY FUNDS THE CITY WILL BE OBLIGATED TO USE TO MAKE PAYMENT ON THE REFUNDING BONDS WILL BE THOSE THAT RESULT FROM THE SPECIAL TAX LEVIED ON AND COLLECTED FROM PROPERTY LOCATED IN THE DISTRICT IN ACCORDANCE WITH THE RATE AND METHOD AND THE ACT.**

(e) No series of the Refunding Bonds may be issued if the issuance of such series shall cause the City to violate the provisions of paragraph 4 of the Application.

<u>SECTION 3</u>. <u>AUTHORITY OF MAYOR TO DETERMINE CERTAIN MATTERS RELATING TO THE REFUNDING BONDS</u>. Prior to the sale, issuance and delivery of any series of the Refunding Bonds, the Mayor, by executive order, is hereby authorized to specify, prescribe, determine, provide for, or approve, for the purposes and within the limitations of the Act and this Resolution, all matters, details, forms, documents, and procedures pertaining to the sale, security, issuance, delivery, and payment of or for such series of the Refunding Bonds, including, without limitation, the following (references in the following clauses (i) – (xxi) to the Refunding Bonds are deemed to refer to any series of the Refunding Bonds):

(i) The actual principal amount of the Refunding Bonds to be issued;

(ii) The actual rate or rates of interest to be borne by the Refunding Bonds;

(iii) The manner and terms of sale, which shall be at a private sale, without soliciting bids, due to the ability to time the market and negotiate terms, unless the Mayor determines, in consultation with the City Administrator, the Treasurer and any financial advisor or consultant to the City, that a public sale at competitive bid of the Refunding Bonds would be in the best interests of the City due to market conditions or the size of the issue at the time in question;

(iv) The time or times that the Refunding Bonds may be executed, issued and delivered;

(v) The form, designation, purpose and denominations of the Refunding Bonds;

(vi) The manner in which and the times and places at which the principal of the Refunding Bonds is to be paid, within the limitations set forth in the Act and this Resolution;

(vii) Conditions for payment of the principal of and interest on the Refunding Bonds before maturity, including conditions for any redemption premium;

(viii) Provisions for obtaining insurance for the Refunding Bonds or for the issuance of a guaranty, letter or credit, line of credit, or similar credit support for the Refunding Bonds;

(ix) Whether the Refunding Bonds will be issued pursuant to an amendment of, amendment and restatement of, or supplement to the Original Indenture or pursuant to the provisions of a new indenture of trust, trust indenture, trust agreement or other similar financing document;

(x) The form and contents of, and provisions for the execution and delivery of, any amendment of, amendment and restatement of, or supplement to, the Original Indenture and any of the other documents originally executed and delivered in connection with the issuance of the Series 2004 Bonds not otherwise expressly provided for in this Resolution, and such additional financing or other documents that are not otherwise specifically identified in this Resolution or the Designation Resolution, and any amendments, modifications or supplements thereto, as the Mayor shall deem necessary or desirable to evidence, secure or effectuate the sale, issuance and delivery of the Refunding Bonds, including, without limitation, any new indenture of trust, trust indenture, trust agreement or other similar financing document, and any agreements with, amendments of, amendments and restatements of, or supplements to existing agreements with, consultants to or agents of the City with respect to the District or the Refunding Bonds, including, without limitation, any Administrator contemplated by the Rate and Method, any verification agent, any investment bidding agent, fee agreements, funding agreements, investment agreements, security agreements, assignments, guarantees, financing agreements, bids for refunding escrows, subscriptions for the purchase of Government Obligations (as defined in the Original Indenture) or escrow agreements;

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(xi) The creation of security for the Refunding Bonds and provision for the administration of the Refunding Bonds including, without limitation, the appointment of such trustees (including any replacement trustee for the existing Trustee), verification consultants, investment bidding agents, escrow agents, fiscal agents, payment agents, registrars, rebate monitors or other agents as the Mayor shall deem necessary or desirable to effectuate the transactions authorized hereby, including, without limitation, any amendments to, amendments and restatements of, or supplements to existing agreements or arrangements with any such counterparties that are in effect with respect to the Series 2004 Bonds prior to issuance of the Refunding Bonds;

(xii) Provisions for the preparation and distribution of any preliminary or final official statement, placement memorandum, offering circular or other disclosure document in connection with the sale of the Refunding Bonds, if such preliminary or final official statement, placement memorandum, offering circular or other disclosure document are determined to be necessary or desirable for the sale of the Refunding Bonds;

(xiii) To the extent the Refunding Bonds are sold at a private sale, without soliciting bids, as applicable, the identity of any underwriter or placement agent for the Refunding Bonds, and the form and contents of, and provisions for the execution and delivery of, any contract or contracts for the purchase and sale or placement of the Refunding Bonds (or any portion thereof);

(xiv) To the extent that the City is an obligated person with respect to the Refunding Bonds for purposes of Rule 15c2-12, or to the extent the Mayor determines, in consultation with the City Administrator, the Treasurer, bond counsel to the City and any financial advisor or consultant to the City, that it is necessary or desirable for the City to agree to provide continuing disclosure with respect to the Refunding Bonds, a determination of the form and contents of any written agreement or contract for the benefit of the holders of the Refunding Bonds under which agreement or contract the City will undertake to provide annual financial information and operating data, audited financial statements, notices of the occurrence of certain enumerated events, and/or other information to the extent required by such Rule or deemed appropriate by the Mayor;

(xv) The negotiation, preparation, execution and delivery of any agreements with the owners of any portion of the property located within the District and/or their developers, contractors or agents regarding the use, ownership, maintenance or operation of such properties or any of the infrastructure improvements financed from proceeds of the Series 2004 Bonds, and any amendments of, amendments and restatements of, or supplements to any such existing agreements;

(xvi) Any matters deemed necessary or desirable relating to application of any proceeds of the Series 2004 Bonds still held by the Trustee, if any, or any other moneys available

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to be applied to the refunding of the Series 2004 Bonds, if any, or, as applicable, to fund a debt service reserve fund, to pay administrative expenses, to fund interest, to pay costs of issuance relating to the Refunding Bonds, or to be applied to any other purpose permitted by the Act and the Refunding Act; provided that, the reference to any other available moneys in this subsection (xvi) shall not be construed as requiring the City to provide any such other moneys from its own funds;

(xvii) The approval of any amendments to the Rate and Method, or the determination of any reduction in, the maximum Special Tax provided for in the Rate and Method, in accordance with the provisions of the Rate and Method, to the extent not otherwise prohibited by the Act or paragraph 4 of the Application;

(xviii) The determination of, or the provision for, such other matters in connection with the authorization, issuance, execution, sale, delivery, and payment of the Refunding Bonds, the security for the Refunding Bonds, and the consummation of the transactions contemplated by this Resolution as may be deemed appropriate by the Mayor, including without limitation, establishing procedures for the execution, acknowledgement, sealing and delivery of such other and further agreements, documents and instruments, and the authorization of the officials of the City to take any and all actions as are or may be necessary or appropriate to consummate the transactions contemplated by this Resolution in accordance with the provisions of, as applicable, the Act, the Designation Resolution, the 2004 Bond Resolution and this Resolution;

(xix) The purposes of the Refunding Act satisfied by the structure of the Refunding Bonds;

(xx) The determination of any Series 2004 Bonds to be refunded in whole or in part, the date or dates on which any Series 2004 Bonds are to be redeemed prior to maturity, and the giving of or providing for the giving of notice of any defeasance or redemption of refunded Series 2004 Bonds, which notice may be conditioned upon availability of sufficient funds to effect such refunding, defeasance or redemption; and

(xxi) The determination of any other matters provided for elsewhere in this Resolution to be determined by the Mayor pursuant to an executive order.

The Mayor's execution and delivery of any such executive order provided for in this Section 3, or any executive order of the Mayor provided for in other Sections of this Resolution, shall constitute conclusive evidence of the Mayor's approval of the subject matter thereof and that the Mayor consulted with any other parties specifically identified in this Section 3 or in other Sections of this Resolution before executing and delivering such executive order, to the extent applicable.

SECTION 4. FURTHER AUTHORITY OF MAYOR. The Mayor, on behalf of the City, by an executive order contemplated in Section 3 hereof, is hereby authorized to condition the

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issuance of any series of the Refunding Bonds upon the execution, delivery and recording, as applicable, by the City, any of the then-current owners of property within the District, the developers of property within the District or other appropriate parties of any declaration of covenants, any use, ownership, operation or maintenance agreements, any notice to property owners within the District (including subsequent property owners), any notification to a governmental unit having jurisdiction over any infrastructure improvements originally financed from proceeds of the Series 2004 Bonds that are located outside the City of Hyattsville, or any other similar documents, instruments or certificates reasonably related to the transactions contemplated by this Resolution, including, without limitation, any amendments to, amendments and restatements of, or supplements to any such declarations, notices, documents, instruments or certificates already in place with respect to the Series 2004 Bonds. The Mayor, on behalf of the City, with the advice of bond counsel to the City and the City Attorney, is hereby authorized and empowered to prepare or cause to be prepared, negotiate or cause to be negotiated and execute and deliver any such declarations, notices, documents, instruments or certificates to which the City is a party, and the same shall contain such terms, agreements and conditions and be in such form as the Mayor may approve, and the execution and delivery of the same by the Mayor shall constitute conclusive evidence of the Mayor's approval thereof and that such approval has been made with the advice of bond counsel to the City and the City Attorney.

SECTION 5. CERTIFICATIONS AS TO TAX MATTERS.

(a) Any two of the Mayor, the City Administrator and the Treasurer (or any two other City officials designated by the Mayor pursuant to an executive order contemplated in Section 3 above), acting in concert on behalf of the City, and provided that such actions are within the bounds of their authority, are hereby authorized to prepare or cause to be prepared, negotiate or cause to be negotiated, execute and deliver any amendment of, amendment and restatement of, or supplement to the Tax Regulatory Agreement and No Arbitrage Certificate delivered by the City on August 24, 2004 in connection with the original issuance of the Series 2004 Bonds or any similar certificate or agreement as to tax and arbitrage matters with respect to any series of the Refunding Bonds the interest on which is excludable from gross income for federal income tax purposes (in any such case, the "Tax Certificate"). Any such Tax Certificate shall contain such terms, agreements and conditions (and reflect, if applicable, any determinations provided for in any executive order executed and delivered pursuant to Section 3 above or other applicable Sections of this Resolution) and be in such form as such officials shall approve after consultation with bond counsel to the City, and the execution of the Tax Certificate by such officials shall constitute conclusive evidence of their approval with respect thereto and that such approval has been made after consultation with bond counsel to the City. References in the subsections of this Section 5 to the Refunding Bonds are deemed to refer only to any series of the Refunding Bonds that is issued with the expectation that the interest thereon shall be excludable from gross income for federal income tax purposes, and the provisions of this Section 5 shall be disregarded with respect to any series of the Refunding Bonds that is issued with the expectation that the interest thereon shall be includable in gross income for federal income tax purposes.

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(b) The City shall set forth in the Tax Certificate its reasonable expectations as to relevant facts, estimates and circumstances relating to the use of the proceeds of the Refunding Bonds (for purposes of the Internal Revenue Code of 1986, as amended (the "Code")) or of any monies, securities or other obligations to the credit of any account of the City which may be deemed to be proceeds of the Refunding Bonds pursuant to the Code (collectively, the "Bond Proceeds"). The City covenants with the registered owners of the Refunding Bonds that the facts, estimates and circumstances set forth in the Tax Certificate will be based on the City's reasonable expectations on the date of execution and delivery of the Refunding Bonds and will be, to the best of the certifying officials' knowledge, true and correct as of that date.

(c) The City covenants with the registered owners of any of the Refunding Bonds that it will not make, or (to the extent that it exercises control or direction) permit to be made, any use of the Bond Proceeds that would cause the Refunding Bonds to be "arbitrage bonds" within the meaning of the Code, and that it will comply with those provisions of the Code as may be applicable to the Refunding Bonds on their date of execution and delivery and which may subsequently lawfully be made applicable to the Refunding Bonds as long as any Refunding Bond remains outstanding and unpaid.

(d) The City specifically covenants that it will comply with all provisions of the Code applicable to the Refunding Bonds, including, without limitation, compliance with provisions regarding the expenditure of the Bond Proceeds, the use of the Bond Proceeds and the costs financed or refinanced therewith, the restriction of investment yields, the filing of information with the Internal Revenue Service, and the rebate of certain earnings resulting from the investment of the Bond Proceeds or payments in lieu thereof. The City further covenants that it shall make such use of the Bond Proceeds, regulate the investment of thereof and take such other and further actions as may be required to maintain the exclusion from gross income for federal income tax purposes of interest on the Refunding Bonds. All officials, officers, employees and agents of the City are hereby authorized and directed to provide such certifications of facts and estimates regarding the amount and use of the Bond Proceeds and other matters relating to the Refunding Bonds as may be necessary or appropriate.

(e) In connection with their execution and delivery of the Tax Certificate, the authorized officials identified in this Section 5 are hereby authorized and empowered, on behalf of the City, to make any designations, elections, determinations or filings on behalf of the City provided for in or permitted by the Code and any applicable U.S. Treasury Regulations and to reflect the same in the Tax Certificate and/or any form filed with the Internal Revenue Service or any other documentation deemed appropriate by bond counsel to the City. The City Council hereby recognizes that any such form filed with the Internal Revenue Service will be signed by only one such official.

SECTION 6. ADDITIONAL AUTHORIZED DOCUMENTATION AND ACTIONS. The following officials of the City: the Mayor, the City Administrator, the Treasurer and the City Clerk, acting individually or in concert as appropriate, and provided that such actions are within

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the bounds of their authority, are authorized and directed to take any and all actions and to execute, attest, affix the City's seal to and deliver, and to file and record in any appropriate public offices (if applicable) all documents, instruments, certifications, forms (including but not limited to, any appropriate Internal Revenue Service forms in respect to the Refunding Bonds), financing statements or amendments thereto, letters of instructions, written requests, contracts, agreements, certificates and other papers customarily delivered in connection with the issuance of obligations in the nature of the Refunding Bonds, whether or not herein mentioned and not otherwise provided for herein or in the Designation Resolution, as may be necessary or convenient to evidence the approvals of the City provided for in this Resolution, to invest or redirect the application of moneys held under the Original Indenture, as the same may be amended, amended and restated, or supplemented as provided herein, or moneys on deposit in the Special Fund (in all such cases, in accordance with the provisions of applicable Maryland and federal law), to facilitate the issuance of any series of the Refunding Bonds and to consummate the transactions contemplated in this Resolution or in any of the documents, agreement, certificates or instruments herein authorized and approved.

SECTION 7. COVENANT TO LEVY AND DEPOSIT SPECIAL TAX. Contingent upon the issuance and delivery of any series of the Refunding Bonds, as required by the Act and in accordance with the Rate and Method, the City confirms its obligation to, and covenants to, (i) impose, levy and collect the Special Tax from properties within the District in accordance with the provisions of the Rate and Method, in rate and amount at least sufficient in each year in which any of the Refunding Bonds and the Series 2004 Bonds are outstanding to provide for the payment of the principal of and the interest on the Refunding Bonds and such outstanding Series 2004 Bonds, to replenish any debt service reserve fund, and for any purpose related to the ongoing expenses of or security for such Refunding Bonds and any outstanding Series 2004 Bonds and (ii) deposit the collected Special Tax in the Special Fund, and to administer the Special Fund in accordance with the Act, the Designation Resolution, the Rate and Method and any other applicable financing documents. The City Council hereby acknowledges that the Special Tax is pledged to payment of any Refunding Bonds and any outstanding Series 2004 Bonds in accordance with the Act, the Designation Resolution, the Rate and Method and any other applicable financing documents.

SECTION 8. LIMITATION ON SPECIAL TAX. In accordance with the 2004 Bond Resolution and the Rate and Method, the Special Tax shall not be levied and collected after the 2033-2034 Fiscal Year except with respect to the collection of any delinquent Special Tax and related penalties and interest, unless otherwise provided in accordance with the Rate and Method.

SECTION 9. LIBERAL CONSTRUCTION OF RESOLUTION. The provisions of this Resolution shall be liberally construed in order to effectuate and carry out the purposes of and the activities authorized by the Act and the matters contemplated by this Resolution.

SECTION 10. SEVERABILITY PROVISIONS. The provisions of this Resolution are severable, and if any provision, sentence, clause, section or part hereof is held or determined to be

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illegal, invalid, unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity, unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Resolution or their application to other persons or circumstances. It is hereby declared to be the intent of the City that this Resolution would have been adopted if such illegal, invalid, unconstitutional or inapplicable provision, sentence, clause, section or part had not been included herein, and if the person or circumstances to which this Resolution or any part hereof are inapplicable had been specifically exempted herefrom.

SECTION 11. SUNSET DATE. In the event no Refunding Bonds are issued pursuant to the provisions of this Resolution by June 30, 2018, this Resolution shall be automatically revoked without further action by the City Council and shall be considered terminated, null and void.

SECTION 12. EFFECTIVE DATE. This Resolution shall be effective immediately upon its adoption. Pursuant to Section 21-417(d) of the Act, this Resolution shall not be subject to petition to referendum.

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INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland, at a ____ regular ____ special [check applicable meeting type] meeting on ______________________________, 2016, at which meeting copies were available to the public for inspection.

ADOPTED by the Mayor and City Council of the City of Hyattsville, Maryland, at a ____ regular ____ special [check applicable meeting type] meeting on ____________________________, 2016, at which meeting copies were available to the public for inspection.

ATTEST:

________________________________ ____________________________

Laura Reams, City Clerk Candace B. Hollingsworth, Mayor

#188483;50036.021

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Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Administration

SUBJECT
Recommendation: Designation of a Residential Parking Zone for 5100/5102 41st Avenue and 4100 block Farragut Street (10 minutes)

Motion #
N/A: No Council Action Required At This Time

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo_Residential_Parking_Farragut_41_Ave-3.docx

Proposed On Street Parking_Gallatin St_Top of the Park_07122016.pdf

Resident Parking Zone Survey.pdf

Summary Background:
On April 11 2016, the City received a validated petition from the residents of 5100 and 5102 41st Avenue and the 4100 block of Farragut Street requesting approval to be a designated residential parking zone. A public hearing was held on June 6, 2016 to hear from petitioners and residents in the surrounding areas who may be impacted by the designation of an approved residential parking zone. In accordance with Section 114-29 of the Hyattsville City Code, the City Administrator is required to provide the Mayor and Council with a written report and recommendation within 15 business days. That feedback was provided in writing on June 21, 2016. The City Administrator recommended disapproval of the requested designation, but modification of the current traffic pattern. The information is now being presented publicly.

Next Steps:
The staff recommendations will be implemented within ninety 90 days following this public presentation. The 90 day window allows the City appropriate time to announce the change in traffic pattern and coordinate any additional requirements. The staff will evaluate the changes 120-days after implementation to determine the effectiveness and impact.

Fiscal Impact:
N/A

City Administrator Comments:
Please see attached memo.

Community Engagement:

The petitioners will be informed of the decision via letter from the City Administrator. Notices regarding the change in traffic pattern will be posted on the City website, on social media and in the newsletter. Flyers will be distributed to residents in the immediate and surrounding areas prior to implementation of the change in traffic pattern.

Strategic Goals:
Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?
Complete

Memo

To: Mayor and Council

From: Tracey E. Nicholson, City Administrator

CC: Jim Chandler, Assistant City Administrator; Director, Community & Economic Development
Lesley Riddle, Director of Public Works
Doug Holland, Chief, Hyattsville Police Department

Date: July 11, 2016

Re: Recommendation: Designation of a Residential Parking Zone for 5100/5102 41st Avenue and 4100 block Farragut Street

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On April 11 2016, the City received a validated petition from the residents of 5100 and 5102 41st Avenue and the 4100 block of Farragut Street requesting approval to be a designated residential parking zone. The petition cited reduced parking on the aforementioned blocks, the presence of non-resident vehicles, increased litter in the neighborhood, and the inability of emergency and City service vehicles to maneuver on portions of the street at certain times of the day.

A Public Hearing was held on June 6, 2016 to hear from petitioners and residents in the surrounding areas who may be impacted by the requested designation of a residential parking zone. In accordance with Section 114-29 of the Hyattsville City Code, the City Administrator is required to provide the Mayor and Council with a written report and recommendation within 15 business days. That feedback was provided in writing on June 21, 2016 and is now being presented publicly.

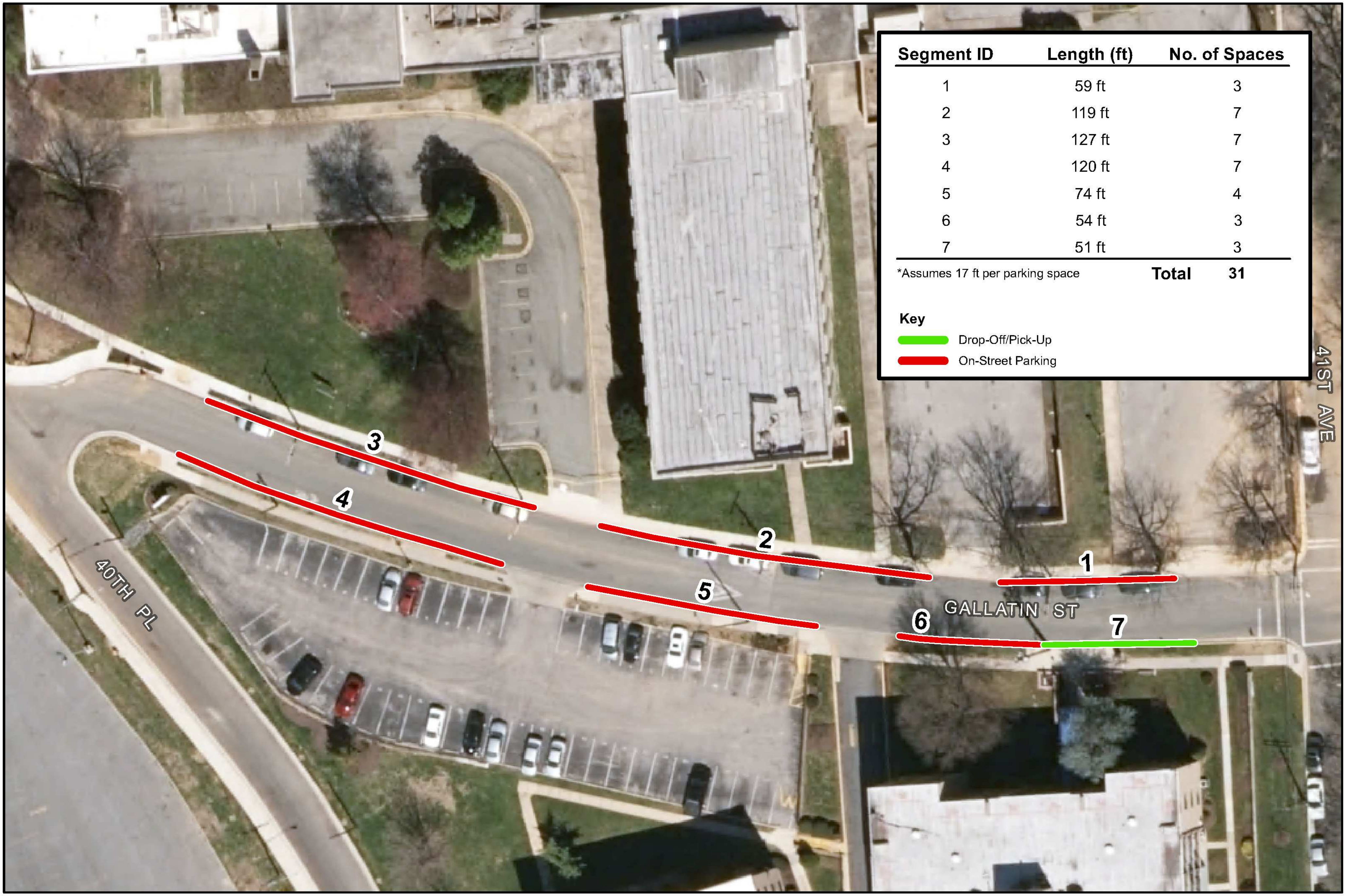
The staff conducted an analysis of the area from June 4-16 at various times of day and night. The results concluded that an average of 13-21 cars are parked on the 4100 block of Farragut Street and 2-7 cars are parked on 41st Avenue at various times in the 24 hour period. In addition, we identified an average of 14-30 free spaces on Farragut Street and 4-10 free spaces on 41st Avenue during that same time period. The analysis demonstrated that while parking was consistently available throughout the respective blocks, the western end of the block on Farragut in late afternoons through early morning was the more congested area with less available parking.

Based on resident input and the staff analysis, we do not find substantial evidence to support making the area a residential parking zone. The staff does however recommend the following actions be taken to mitigate the concerns identified by the petitioners.

1) Modify the traffic pattern on the 4000 block of Gallatin Street from two-way traffic to one-way, eastbound. This modification will allow for the addition of approximately twenty-five (25) parking spaces on the 4000 block of Gallatin Street. Designate two spaces to Top of the Park Residents for loading and unloading to alleviate congestion by stopping in the roadway. This change will create a contiguous one-way thoroughfare on Gallatin Street and will have minimal impact to the surrounding streets. Streets will be appropriately marked in accordance with approved distances to allow for unimpeded access by emergency and oversized vehicles.

2) The City will place additional trash receptacles and anti-littering signage along 41st Avenue and trim trees for better visibility. In addition, the Top of the Park Management has purchased additional trash receptacles for placement around their buildings and has asked the City to include them in any and all volunteer trash pick-up trash efforts in and around the neighborhood.

The above recommendations will be implemented within ninety 90 days following the public presentation. The 90 day window will allow the City appropriate time to announce the change in traffic pattern and coordinate any additional requirements. The staff will evaluate the changes 120-days after implementation to determine the effectiveness and impact.



Segment ID	Length (ft)	No. of Spaces
1	59 ft	3
2	119 ft	7
3	127 ft	7
4	120 ft	7
5	74 ft	4
6	54 ft	3
7	51 ft	3
*Assumes 17 ft per parking space	**Total**	**31**

Key

- Drop-Off/Pick-Up
- On-Street Parking

City of Hyattsville

Department of Community & Economic Development

4310 Gallatin Street • Hyattsville, MD 20781

(301) 985-5000 • www.hyattsville.org

Proposed On-Street Parking

on Gallatin St by the Top of the Park Apartments

Author: SF

Date: July 12, 2016

4100 Block of Gallatin Street

Date	Number of Cars Count	Free Spaces	Comments	REG to Local Area	Out of State Tags
6/4/10 1030a (ST)	19	35		14	5
6/5/16 900a (SU)	28	26		24	4
6/8/16 910p (W)	26	28		24	4
6/10/16 12noon (F)	21	33		19	2
6/11/16 920a (ST)	25	29		24	1
6/12/16 930a (SU)	32	22		30	2
	25.2	28.8		22.5	3.0
6/3/16 200p (F)	9	45		7	2
6/4/16 430pa (ST)	33	21		25	8
6/8/2016 130p (W)	6	48		5	1
6/6/16 500p (SU)	25	29		22	3
6/9/16 500p (TR)	18	36		15	3
6/10/16 530p (F)	20	32		18	2
6/11/16 150p (ST)	23	31		18	5
6/12/16 330p (SU)	26	28		20	6
6/13/16 430p (M)	20	34		18	2
6/13/16 700p (M)	27	27		24	3
6/15/16 400p (W)	19	12		17	2
6/15/16 700p (W)	21	10		18	3
	20.6	29.4		17.3	3.3
6/9/16 0000 (TR)	31	17		23	8
6/9/16 900p (TR)	24	30		20	4
6/10/16 0000 (F)	31	17		21	10
6/10/16 500a (F)	31	17		21	10
6/11/16 0000 (ST)	18	20		15	3
6/13/16 500a (M)	24	17		24	1
6/15/16 0000hrs (W)	27	16		23	4
6/15/16 500a (W)	27	16		23	4
6/15/16 1020p (W)	29	5		24	4
6/16/16 0000 (TR)	28	15		25	3
6/16/16 500a (TR)	29	14		26	3
	27.2	16.7		22.3	4.9

4100 Block Farragut Street

Date	Number of Cars Count	Free Sapces	Comments	REG to Local Area	Out of State Tags
6/4/16 1030a (ST)	16	22		14	2
6/5/16 900a (SU)	16	22		14	2
6/5/16 900a (SU)	16	22		14	2
6/8/16 910p (W)	15	23		15	0
6/10/16 12noon (F)	16	22		15	1
6/11/16 920a (ST)	13	25		12	1
6/12/16 930a (SU)	15	23		13	2
6/13/16 500a (M)	22	30		17	3
	16.1	23.6		14.3	1.6
6/3/16 200p (F)	17	21		15	2
6/4/16 430p (ST)	21	17		18	3
6/5/16 500p (SU)	18	20		15	3
6/8/16 130p (W)	7	31		4	3
6/9/16 500p (TR)	14	22		13	1
6/10/16 530p (F)	16	22		14	2
6/11/16 150p (ST)	24	14		19	5
6/12/16 330p (SU)	21	17		18	3
6/13/16 430p (M)	14	22		12	2
6/13/16 700p (M)	17	21		15	2
6/15/16 400p (W)	11	18		10	1
6/15/16 700p (W)	17	19		15	2
	16.4	20.3		14.0	2.4
6/9/16 900p (TR)	14	22		13	1
6/10/16 0000hrs (F)	19	33		15	4
6/10/16 500a (F)	20	32		16	4
6/12/2016 0000Hrs (SU)	19	32		15	4
6/12/2016 500a (SU)	19	33		16	1
6/15/2016 0000 (W)	21	22		20	1
6/15/16 500a (W)	21	22		20	1
6/15/16 1020p (W)	16	20		14	2
6/16/16 0000 (TR)	18	28		17	1
6/16/16 530a (TR)	18	28		17	1
	18.5	27.2		16.3	2

41st Avenue (Dead End)

Date	Number of Cars Count	Free Spaces	Comments	REG to Local Area	Out of State Tags
6/4/16 1030a (ST)	2	10		2	0
6/5/16 900a (SU)	5	5		4	1
6/10/16 12noon (F)	5	5		5	0
6/11/16 920a (ST)	4	6		4	0
6/12/16 930a (SU)	6	4		6	0
	4.4	6.0		4.2	0.2
6/3/16 200p (F)	2	10		2	0
6/4/16 430p (ST)	5	5		4	1
6/5/16 500p (SU)	6	4		5	1
6/8/16 130p (W)	3	7		3	0
6/9/16 500p (TR)	4	6		4	0
6/11/16 150p (ST)	4	6		4	0
6/12/16 330p (SU)	6	4		5	1
6/13/16 430p (M)	5	5		4	1
6/13/16 700p (M)	6	4		4	2
6/15/16 400p (W)	4	4		4	0
6/15/16 755p (W)	4	6		4	0
6/16/2016 500 (TR)	5	4		5	0
	4.5	5.4		4.0	0.5
6/8/16 910p (W)	5	5		5	0
6/9/16 0000 (TR)	6	9		6	0
6/9/16 900p (TR)	6	4		6	0
6/10/2010 1200m (F)	6	8		6	1
6/10/16 500a (F)	6	8		6	1
6/11/16 1200m (ST)	6	8		6	1
6/12/16 500a (SU)	7	8		6	1
6/13/16 500a (M)	5	9			
6/15/16 0000 (W)	5	7		5	0
6/15/2016 500a (W)	5	7		5	0
6/15/16 1040p (W)	5	5		4	1
6/16/2016 0000 (TR)	5	4		5	0
	5.6	6.8		5.5	0.5

41st Avenue (Between Farragut Street Gallatin Street)

Date	Number of Cars Count	Free Spaces	Comments	REG to Local Area	Out of State Tags
6/4/16 1030a (ST)	11	0		9	2
6/5/16 900a (SU)	11	0		9	2
6/10/16 12noon (F)	9	3		8	1
6/11/16 920a (ST)	10	4		8	2
6/12/163 930a (SU)	16	0		14	2
	11.4	1.4		9.6	1.8
6/3/16 200p (F)	10	1		8	2
6/4/2016 430p (ST)	11	0		9	2
6/5/16 500p (SU)	12	2		10	2
6/8/16 130p (W)	9	2		7	2
6/9/16 500p (TR)	10	4		8	2
6/10/16 530p (F)	10	4		8	2
6/11/16 150p (ST)	10	4		8	2
6/12/16 330p (SU)	12	2		10	2
6/13/16 430p (M)	8	5		7	1
6/13/16 700p(M)	10	4		9	1
6/15/16 400p (W)	9	0		9	1
6/15/16 500p (W)	8	4		8	1
6/15/16 745p (W)	10	2		9	1
	9.9	2.6		8.5	1.6
6/8/16 910p (W)	8	5		6	2
6/9/16 900p (TR)	12	2		10	2
6/10/2010 0000hrs (F)	10	3		9	1
6/10/16 500a (F)	9	4		9	1
6/12/16 0000 (SU)	6	4		6	4
6/12/16 500a (SU)	8	4		8	0
6/13/16 500a (M)	10	3		9	1
6/15/2016 0000 Hrs (W)	10	2		9	1
6/15/16 1051 (W)	10	4		9	1
6/16/16 0000 Hrs (TR)	9	1		9	1
6/16/16 500a (TR)	9	1		9	1
	9.2	3.0		8.5	1.4

Week Day 7:00a to 3:00p (11 Cars)
Weekeend and after 3:00p to 7:00a next day 14 Cars

4000 Block of Gallatin Street

Date	Number of Cars Count	Free Spaces	Comments	REG to Local Area	Out of State Tags
6/3/16 200p (F)	9	0		9	0
6/4/16 1030a (ST)	8	1		8	0
6/5/16 900a (SU)	7	2		7	2
6/10/16 12noon (F)	3	6		2	1
6/11/16 920a (ST)	6	3		4	2
6/12/16 930a (SU)	9	0		7	2
	7.0	2.0		6.2	1.2
6/4/16 1630 (ST)	8	1		8	0
6/5/16 1700 (SU)	8	1		8	0
6/8/16 130p (W)	6	3		6	0
6/9/16 500p (TR)	9	0		9	0
6/10/16 530p (F)	7	2		5	2
6/11/16 150p (ST)	7	2		5	2
6/12/16 330p (SU)	10	0		8	2
6/13/16 430p (M)	7	2			
6/13/16 700p (M)	9	0			
6/15/16 400p (W)	9	0		7	2
6/15/16 700p (W)	9	0		6	3
	8.1	1.0		6.9	1.2
6/8/16 910p (W)	8	1		8	0
6/9/2016 0000 (TR)	7	2		6	1
6/9/16 500a (TR)	7	2		6	1
6/9/16 900p (TR)	8	1		8	0
6/10/16 0000 (F)	8	1		7	2
6/10/16 500a (F)	9	0		6	3
6/12/2016 500a (SU)	5	4		7	1
6/13/16 500a (M)	6	3		5	1
6/15/16 0000 (W)	9	0		2	7
6/15/16 500a (W)	8	1		1	7
6/16/16 0000 (W)	7	2		3	4
6/16/16 500a (W)	7	2		3	4
	7.4	1.6		5.2	2.6

41st Avenue (Between Gallatin Street Hamilton Street)

Date	Number of Cars Count	Free Spaces	Comments	REG to Local Area	Out of State Tags
6/3/16 200p (F)	3	5		2	1
6/4/16 1030a (ST)	7	5		4	3
6/5/16 900a (SU)	8	5		4	4
6/9/16 12noon (TR)	4	4		3	1
6/11/2016 920a (ST)	5	8		2	3
6/12/16 930a (SU)	7	6		4	3
	5.7	5.5		3.2	2.5
6/4/16 1630 (ST)	9	4		7	2
6/5/16 500p (SU)	9	5		7	2
6/8/16 130p (W)	3	5		2	1
6/9/16 500p (TR)	5	8		3	2
6/10/16 530p (F)	5	5		2	3
6/11/16 150p (ST)	8	5		4	4
6/12/16 330p (SU)	10	3		6	4
6/13/16 430p (M)	5	7		4	1
6/13/16 700p (M)	8	5		5	3
6/15/16 1600 (W)	0	10		0	0
6/15/16 759p (W)	7	0		4	3
	6.3	5.2		4.0	2.3
6/8/16 910p (W)	8	5		6	2
6/9/16 900p (TR)	4	9		2	2
6/10/10 0000 (F)	7	4		3	4
6/10/16 500a (F)	9	2		4	5
6/11/2016 0000 (ST)	7	4		3	4
6/13/2016 500a (M)	9	4		4	1
6/15/2016 0000 (W)	8	3		6	1
6/15/16 500a (W)	8	3		6	1
6/15/16 1050p (W)	7	0		4	3
6/16/2016 0000 (TR)	8	3		5	3
6/16/2016 500a (TR)	8	3		5	3
	7.5	3.6		4.4	2.6

Week Day 7:00a to 3:00p (8 Cars)
Weekeend and after 3:00p to 7:00a next day 13 Cars

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
University Hills Project Update (20 minutes)

Motion #
TBD: Phase 2 Scope/Funding Scheduled for Action on 8/1/16

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

- Sidewalk_Constructability_Evaluation_-_Summary_16.doc
- 160523 - Sidewalk Evaluation Worksheet University Hills
- Memo_University Hills Staff Eval_2016_Final.docx

Summary Background:
In December, 2015, the staff was directed to update the 2006 Sidewalk Policy and conduct an analysis of the scope of work outlined in the approved 2013 University Hills Project Plan. The Sidewalk policy was updated and approved in March 2016. The staff then began the comprehensive Sidewalk Constructability Evaluation. That evaluation included an analysis of road geometry, traffic, parking, tree canopy, ADA compliance, stormwater management and various other considerations. The evaluation was completed In May, 2016 and the updated recommendations include modifications outlined in the memorandum and attached worksheets. Traffic calming and low impact design recommendations will also be integrated into the overall project scope of work.

Next Steps:
Phase 1 was completed last month. Once the recommendations are approved by the Mayor and Council, the staff will modify the scope of work, update costs and be prepared to begin Phase 2 construction. An overall cost savings is expected as a result of not installing sidewalks in some locations, but additional design and installation costs for storm water management and traffic calming may offset some of the expected savings. The estimated costs will be presented when/if this item comes back for Action on August 1st.

Fiscal Impact:
The funding for this project is in the FY17 Capital Improvement Projects budget.

City Administrator Comments:
None

Community Engagement:

The Department of Public Works staff will continue to meet with residents of University Hills to ensure that information is being shared in a timely and transparent manner.

Strategic Goals:
Goal 2 -Ensure the Long-Term Economic Viability of the City

Legal Review Required?
Complete

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

Summary

3400 Block of Notre Dame Street:

All homes on this block are within 300 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. At this time no sidewalk is recommended on this block.

3300 Block of Rutgers Street:

All homes on this block are within approximately 400 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation and a severe loss of tree cover. At this time no sidewalk is recommended on this block.

3400 Block of Rutgers Street:

All homes on this block are within 450 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. Additionally, more concrete work than usually expected would be required, causing a small increase in construction costs. At this time no sidewalk is recommended on this block.

3400 Block of Purdue Street:

All homes on this block are within approximately 360 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. To avoid trees, utilities’ structures, and work with the topography, there would have to be many changes in direction, custom built aprons and lead walks, and several retaining walls, all of which would cause a moderate increase in construction costs and time. At this time no sidewalk is recommended on this block.

3400 Block of Pennsylvania Street:

All homes on this block are within approximately 320 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. There are many existing utility structures that may require additional work or modification. This work could add a moderate to significant increase to the cost and time required to complete the work. At this time no sidewalk is recommended on this block.

3300 Block of Pennsylvania Street:

All homes on this block are within approximately 360 feet of a "main" road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. Existing utilities may require a moderate to significant increase in construction costs to work around. At this time no sidewalk is recommended on this block.

3300 Block of Gumwood Street:

Several homes on this block will be more than 500 feet of a "main" road with sidewalks. There is a higher volume of traffic, as shown through field observations and prior traffic studies, as this street is a collector for several other blocks. There would be increases in impervious surfaces and additional mitigation. There would be several traffic calming elements included in the proposed plan. At this time sidewalk construction is recommended on this block.

3200 Block of Gumwood Street:

All homes on this block are up to approximately 550 feet of a "main" road with sidewalks. There is a higher volume of traffic, as shown through field observations and prior traffic studies, due to this being the only point of access for several blocks of homes. And there have been numerous pedestrians observed walking along this block. At this time a sidewalk is recommended on this block to complete connectivity between existing sidewalks and "main" roads.

7200 Block of Wells Parkway:

This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

7300 Block of Wells Boulevard:

This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

7400 Block of Well Boulevard:

This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

7500 Block of Wells Boulevard:

This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

7600 Block of Wells Boulevard:

This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

3300 Block of Stanford Street:

All homes on this block are within 300 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. At this time no sidewalk is recommended on this block.

7200 Block of Claymore Avenue:

This block connects the old City of Hyattsville to the University Hills Annexation. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be low increases in impervious surfaces that would require additional mitigation. This block completes a pedestrian route from the University Hills area to the rest of the city, specifically Northwestern High School. It avoids having students walking along Adelphi to the school and completes a walking network. A sidewalk is recommended for this street.

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3400	Notre Dame St
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be minimal impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 3500 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
All homes on this block are within 300 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. At this time no sidewalk is recommended on this block.

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Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3300	Rutgers Street
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a major impact to the existing canopy. More than 50% of the tree canopy will be removed from this side of the street.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 2200 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
The loss of tree cover will have a dramatic change in appearance of the block. It will cause additional run off and erosion. And will eliminate much of the natural cooling and insulation provided by the existing canopy.

Recommendation
All homes on this block are within approximately 400 feet of a "main" road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. And a severe loss of tree cover. At this time no sidewalk is recommended on this block.

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Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3400	Rutgers Street
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be minimal impact to the existing canopy. Remaining trees may be minimally impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 4500 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
No real impact to the aesthetics of the area.

Recommendation
All homes on this block are within 450 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. Additionally, more concrete work than usually expected would be required, causing a small increase in construction costs. At this time no sidewalk is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3400	Purdue Street
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry currently provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a major impact to the existing canopy.   More than 50% of the tree canopy will be removed from this side of the street. Remaining trees may show signs of decline in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 1800 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
The loss of tree cover will have a dramatic change in appearance of the block. It will cause additional run off and erosion, eliminate much of the natural cooling and insulation provided by the existing canopy. Additionally, remaining trees may decline significantly in the near future due to adjacent construction.

Recommendation
All homes on this block are within approximately 360 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. To avoid trees, utilities’ structures, and work with the topography, there would have to be many changes in direction, custom built aprons and lead walks, and several retaining walls, all of which would cause a moderate increase in construction costs and time. At this time no sidewalk is recommended on this block.

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Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3400	Pennsylvania Street
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a minor impact to the existing canopy. Remaining trees may show signs of decline in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 4500 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
Aesthetics will be minimally impacted.

Recommendation
All homes on this block are within approximately 320 feet of a "main" road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. There are many existing utility structures that may require additional work or modification. This work could add a moderate to significant increase to the cost and time required to complete the work. At this time no sidewalk is recommended on this block.

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Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

Block	Street
3300	Pennsylvania Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a minor impact to the existing canopy.   Remaining trees may show signs of decline in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 3500 SF of new impervious ground cover. As all of the properties in this block are higher in elevation, some with significant slopes leading to, the existing road. There would be a large amount of additional storm water not able to percolate into the soil, and the slopes could cause significant erosion, and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
Aesthetics will be minimally impacted.

Recommendation
All homes on this block are within approximately 360 feet of a “main” road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. Existing utilities may require a moderate to significant increase in construction costs to work around. At this time no sidewalk is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3300	Gumwood Drive
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. On the North side of the streets the properties are below the elevation of the road, and would not allow for construction of a sidewalk or widening the road. The South side of the street has most properties higher than the road. Construction of the proposed sidewalk will result in the loss of some parking spaces, but will result in several traffic calming elements being constructed, slowing traffic speeds.

Tree/Canopy Impacts
There will be a minor impact to the existing canopy. Approximately 60% of the existing canopy is in decline. Remaining trees may show signs of decline in the near future due to adjacent construction.

Storm Water Impacts
Much of the proposed Sidewalk is behind the existing curb line. This would create approximately 4500 SF of new impervious ground cover. As the properties abutting the sidewalk are higher in elevation than the existing road, there would be a large amount of additional storm water that would need to be mitigated elsewhere. The proposed plan does provide for the creation of bump outs, thus providing some mitigation. Additional drainage feature upgrades are also proposed.

Aesthetic and Other Impacts
Aesthetics will be minimally impacted.

Recommendation
Several homes on this block will be more than 500 feet of a "main" road with sidewalks. There is a higher volume of traffic, as shown through field observations and prior traffic studies, as this street is a collector for several other blocks. There would be increases in impervious surfaces and additional mitigation. There would be several traffic calming elements included in the proposed plan. At this time sidewalk construction is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

Block	Street
3200	Gumwood Drive

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is in front of the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lane of parking and 2 lanes of travel. The geometry does provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a minor impact to the existing canopy. Remaining trees may show signs of decline in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is in front of the existing curb line, and there would be no new impervious ground cover. By moving the sidewalk into the street, some impervious ground cover will be removed and amended, increasing area for percolation. As all of the properties in this block adjacent to the proposed sidewalk are higher in elevation than the existing road, increasing pervious surface will help overall mitigation efforts.

Aesthetic and Other Impacts
Aesthetics will be minimally impacted.

Recommendation
All homes on this block are up to approximately 550 feet of a "main" road with sidewalks. There is a higher volume of traffic, as shown through field observations and prior traffic studies, due to this being the only point of access for several blocks of homes. And there have been numerous pedestrians observed walking along this block. At this time a sidewalk is recommended on this block to complete connectivity between existing sidewalks and "main" roads.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

7200	Wells Parkway
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is generally in front of the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lane of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location and type of pedestrian access with moderate impact to parking and minor increasing of impervious surface area.

Tree/Canopy Impacts
There will be no impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk in front of the existing curb line and would minimize creation of new impervious ground cover, and have a low impact on existing storm water drainage.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

7300	Wells Boulevard
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is generally in front of the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lanes of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location and type of pedestrian access with moderate impact to parking and minor increasing of impervious surface area.

Tree/Canopy Impacts
There will no impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk in front of the existing curb line and would minimize creation of new impervious ground cover, and have a low impact on existing storm water drainage.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

Block	Street
7400	Wells Boulevard

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line for half of the block and in front the curb line the other half. The existing road geometry current provides a 36 foot road width. This is sufficient for two lanes of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location of the sidewalk with moderate loss of parking and moderate increasing of impervious surface area.

Tree/Canopy Impacts
There will be no impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk in front of the existing curb line and would minimize creation of new impervious ground cover, and have a low impact on existing storm water drainage. Sidewalk behind the curb would add approximately 750 SF of impervious surface, and would require additional mitigation elsewhere.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

7500	Wells Boulevard
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is generally in front of the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lanes of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location and type of pedestrian access with moderate impact to parking and minor increasing of impervious surface area.

Tree/Canopy Impacts
There will be no impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk in front of the existing curb line and would minimize creation of new impervious ground cover, and have a low impact on existing storm water drainage.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. At this time a sidewalk or other pedestrian access is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

7600	Wells Boulevard
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lanes of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location and type of pedestrian access with moderate impact to parking and minor increasing of impervious surface area.

Tree/Canopy Impacts
There will be minimal impact to the existing canopy. Remaining trees may be impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 1800 SF of new impervious ground cover. As all of the properties in this block are relatively flat in elevation relative to the existing road, there would be a low amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
Aesthetic impact will be minor.

Recommendation
This road is a major access point to the neighborhood. This road is also a main access route to a public park. There is a moderate volume of traffic, as shown through field observations and prior traffic studies. Vehicle speed is generally elevated on this block from field observations. While there will be an increase in impervious soil, it may only have a low increase in storm water runoff. At this time a sidewalk or other pedestrian access is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

3300	Stanford Street
Block	Street

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 26 foot road width. This is sufficient for one lane of parking and 2 lanes of travel, or 2 lanes of parking and one lane of two-way alternating traffic. The geometry does not provide for altering the location of the sidewalk without loss of parking or increasing of impervious surface area.

Tree/Canopy Impacts
There will be a minor initial impact to the existing canopy. Remaining trees may be significantly impacted in the near future due to adjacent construction.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 3500 SF of new impervious ground cover. As all of the properties in this block are higher in elevation than the existing road, there would be a large amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts
Initial aesthetic impact will be minor. However, future impact could be significant.

Recommendation
All homes on this block are within 300 feet of a "main" road with sidewalks. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be increases in impervious surfaces that would require additional mitigation. At this time no sidewalk is recommended on this block.

DRAFT

Sidewalk Constructability Evaluation

University Hills Neighborhood, City of Hyattsville

May 2016

Block	Street
7200	Claymore Avenue

Road Geometry, traffic, and parking Impacts
The proposed sidewalk is behind the existing curb line. The existing road geometry current provides a 36 foot road width. This is sufficient for two lanes of parking and 2 lanes of travel. The geometry does provide for potential alterations of the location and type of pedestrian access with moderate impact to parking and minor increasing of impervious surface area.

Tree/Canopy Impacts
There will be; no impact to tree canopy.

Storm Water Impacts
Proposed Sidewalk is behind the existing curb line, This would create approximately 1200 SF of new impervious ground cover. As all of the properties in this block are relatively flat in elevation relative to the existing road, there would be a low amount of additional storm water not able to percolate into the soil and would need to be mitigated elsewhere.

Aesthetic and Other Impacts

Recommendation
This block connects the old City of Hyattsville to the University Hills Annexation. There is a low volume of traffic, as shown through field observations and prior traffic studies. There would be low increases in impervious surfaces that would require additional mitigation. This block completes a pedestrian route from the University Hills area to the rest of the city, specifically Northwestern High School. It avoids having students walking along Adelphi to the school and completes a walking network. A sidewalk is recommended for this street.

DRAFT

Memo

To: Tracey Nicholson, City Administrator

From: Lesley Riddle, Director of Public Works

Date: July 18, 2016

Re: Staff Review – University Hills Sidewalk and Streets Project

Project Background

The University Hills Sidewalk and Street Project design and construction was approved in September 2013. Shortly after approval, several residents began contacting the staff, Mayor and Council to express concern with moving forward with the project in its current design and scope. In response, the staff hosted a series of meetings with residents and Council representatives to provide information and obtain feedback. Prior to executing 'Phase 1' of project construction, a kick-off community meeting was held to update residents. Approximately 40 residents, the Mayor, several Council Members and staff attended to present project plans, applicable phases and the proposed timeline. Residents expressed concern over the ambiguity of the Sidewalk Policy, perceived Charter and Code inconsistencies, a perceived lack of consideration for their input, and the overall project scope and the impact on traffic, tree canopy, and the community.

The Mayor and Council subsequently directed the staff to update the City's Sidewalk Policy, obtain a legal opinion on the Charter and Code language and conduct a thorough evaluation of the 2013 approved project design and scope.

The Sidewalk Policy update and legal review of the Charter were completed earlier in the year. The staff also recommended and obtained approval to proceed with a modified Phase 1 project scope so as not to delay the project for another year while the staff evaluation was ongoing. The staff evaluation was recently completed and presented in draft to the community in May 2016. As directed, staff recommendations are now being presented to the Mayor and Council.

City of Hyattsville Sidewalk Policy

The Sidewalk Policy was amended and unanimously approved on March 21, 2016 under motion 46-03-16.
It clarified the requirement to consider:

- The existing neighborhood character, practicality and desirability of sidewalk construction
- Whether redevelopment is needed to accommodate pedestrian access
- The impact on the neighborhood, traffic and walk-ability
- The impact on ADA compliance.

- The impact on the existing tree canopy
- The appearance and character of existing walks, structures, and improvements in the neighborhood.
- Clearer guidelines for petitioning for or against installation of sidewalks
- The impact of traffic coming off of main arterials and collector roads

Staff Evaluation of University Hills Project

The Department of Public Works staff conducted a Sidewalk Constructability Evaluation of the University Hills Project in accordance with the updated 2016 City of Hyattsville Sidewalk Policy. They met onsite, by street, to evaluate existing conditions, road geometry, traffic, parking impacts, tree canopy, ADA compliance, traffic calming, stormwater management, and aesthetic considerations. These more thorough staff evaluations were omitted from the previous 2013 feedback and approval process. As a result, both traffic calming and low impact design considerations have been integrated into the project recommendations. The updated staff recommendations by street are attached and include:

- Installing traditional sidewalks on Wells Boulevard and Gumwood Drive which will also include traffic calming and effective stormwater management.
- Using non-traditional sidewalks (pedestrian lane) on Stanford to accommodate pedestrian egress and minimize tree loss. Stanford design will also include storm water management.
- No installation of sidewalks on Notre Dame and Pennsylvania Streets due to increased storm water run-off of impervious surface and the road geometry is sufficient for vehicle and pedestrian egress.
- No installation of sidewalks on Rutgers and Purdue due to the impact on the tree canopy.

These draft recommendations were presented to the University Hills residents on Saturday, May 21, 2016 and received favorable feedback.

Next Steps

Upon approval, the staff will finalize design and cost estimates. There is additional design and evaluation needed for sidewalk installation and safe pedestrian egress, as well as storm water management, and traffic calming initiatives. We do, however, expect an overall reduction in costs due to the removal of sidewalks on targeted streets.

Attachments: Sidewalk Constructability Evaluation

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
Bigbelly Waste and Recycling System (10 minutes)

Motion #
TBD: Scheduled for Consent on 8/1/16

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Big Belly Proposed Location_06222016.pdf

Bigbelly Presentation.ppt

Summary Background:
On October 10, 2015, representatives from Bigbelly presented the Mayor and Council with an overview of their products and services. Bigbelly is a solar powered, rubbish-compacting bin for use in public spaces. They leverage renewable solar energy and information technology to improve waste and recycling operations in many cities throughout the U.S. and over 47 countries worldwide. Their presentation was consistent with the environmental stewardship goals, needs and desires of the City. As a result, the City is prepared to enter into a 1 year pilot program.

The staff has been working with representatives of Bigbelly for placement options. By using GIS technology and evaluating areas with the highest trash volumes, the staff created a mapping system for placing 16 Bigbelly Duo (trash/recycling) systems throughout the City. The placement recommendations focus on areas that are considered high pedestrian traffic areas such as bus stops, parks, and commercial areas. Strategically placing each unit throughout the City allows for effective environmental messaging and education, access by more residents and visitors who can dispose of recycling and trash at one stop and contributes to community cleanliness. In addition and through technology, the units can alert when the receptacle is near full and ready for pick-up. The pilot program will include 16 systems and will be evaluated for effectiveness, cost savings and return on investment. A map of proposed locations for installation is included with this memo.

Next Steps:
With Council approval staff will finalize the sixteen locations for the pilot installation of the Bigbelly units. Installation of the units will be within two to four months following approval.

Fiscal Impact:
The FY 17 budget includes $110,000.00 for a pilot program to reduce and recycle waste in the City. Funding for (16 BigBelly units this FY will not exceed $40,000.00.

City Administrator Comments:
Recommend Approval

Community Engagement:
The installation of the Bigbelly units will continue to support the City's community environmental initiatives, reduce costs and assist with keeping our streets and neighborhoods free of litter.

Strategic Goals:
Promote a Safe and Vibrant Community

Legal Review Required?
Complete

City of **Hyattsville**

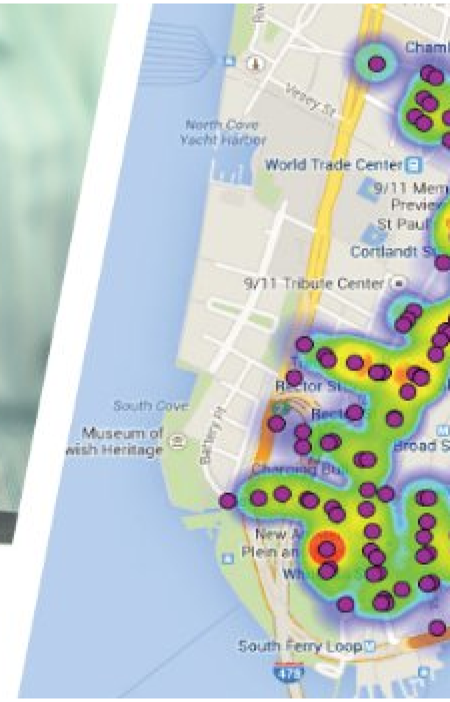
Department of Community & Economic Development

4310 Gallatin Street · Hyattsville MD, 20781
(301)985-5000 · www.hyattsville.org

Big Belly Locations

Author : DH

Date : June 22, 2016



The World's Leader in *Sm*
Waste & Recycling Syste

Bigbelly © 2

The Challenges of Public Space Waste Management

Waste Overflow

Lack of Public Space Recycling

Pest Access

Windblown Litter


The Challenges of Public Space Waste Management
110 Liters
30 Gals
?
$$$
Inadequate Capacity
Unknown Fullness
High Collection Frequency
High Operational Costs

Enter, Bigbelly...

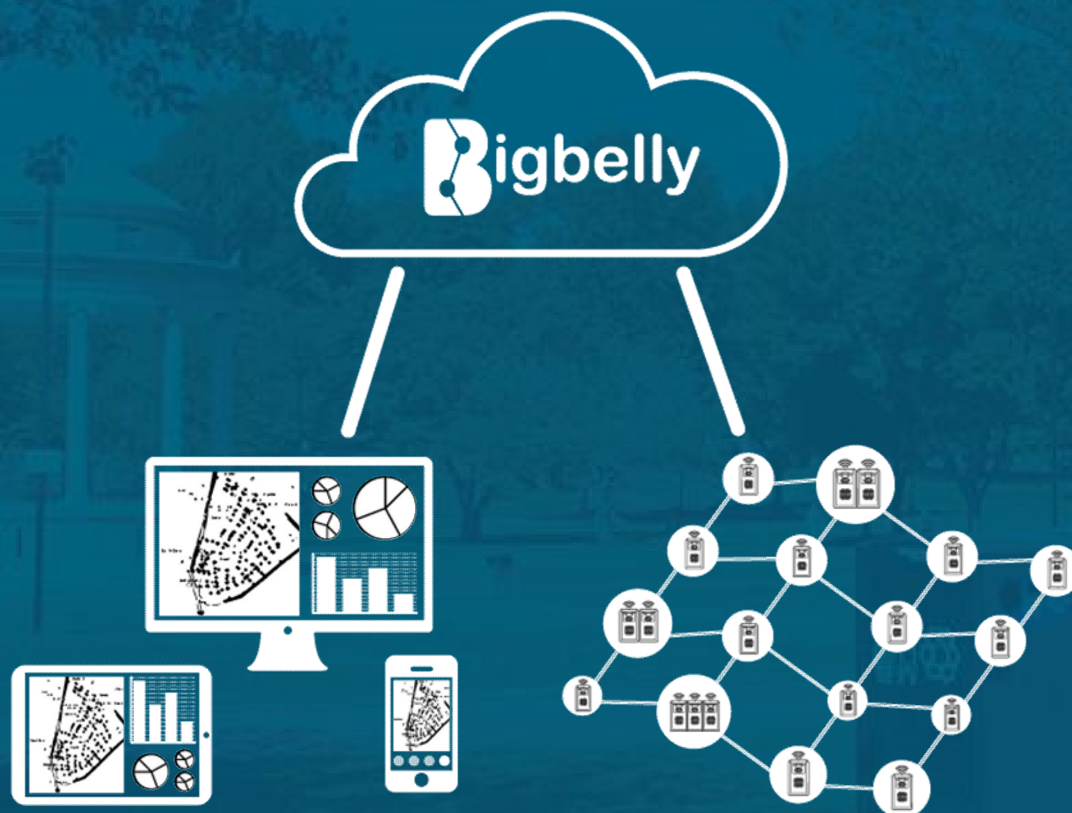
A complete *smart* waste & recycling system designed for public space

Total Containment

Increased Capacity

art &
nected

Cleaner, S
Public Spa



No Visible Waste
& No Pests

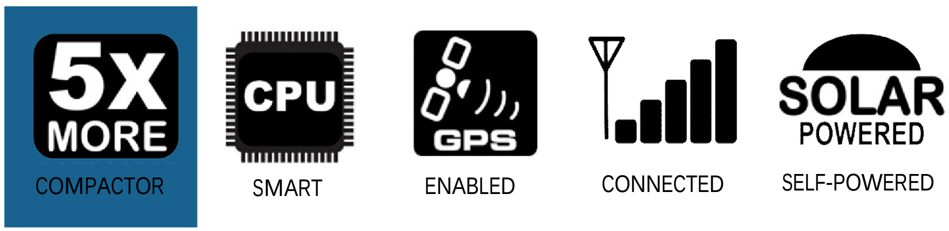
80%

Reduced
Collections & Costs

Waste & Recycling Stations

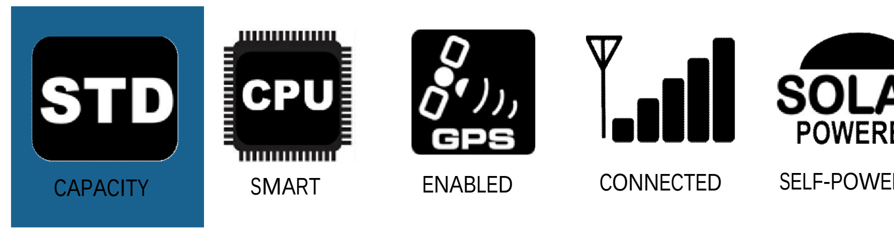
Bigbelly Stations

Smart, High Capacity



Smartbelly Stations

Smart, Standard Capacity



Single Station
Bigbelly High Capacity *-or-*
Smartbelly Standard Capacity

Double Kiosk
Bigbelly &
Smartbelly

Duo Kiosk
Two Bigbellys

Triple Kiosk
Bigbelly & Two
Smartbellys

MIT – Cambridge, MA

90 Bigbelly Stations Deployed

Average Pick Ups / Week

14

1.25

BEFORE

NOW

89% increased collection efficiency

17,308 fuel savings per year (gal)

335 tons of CO_2 saved annually

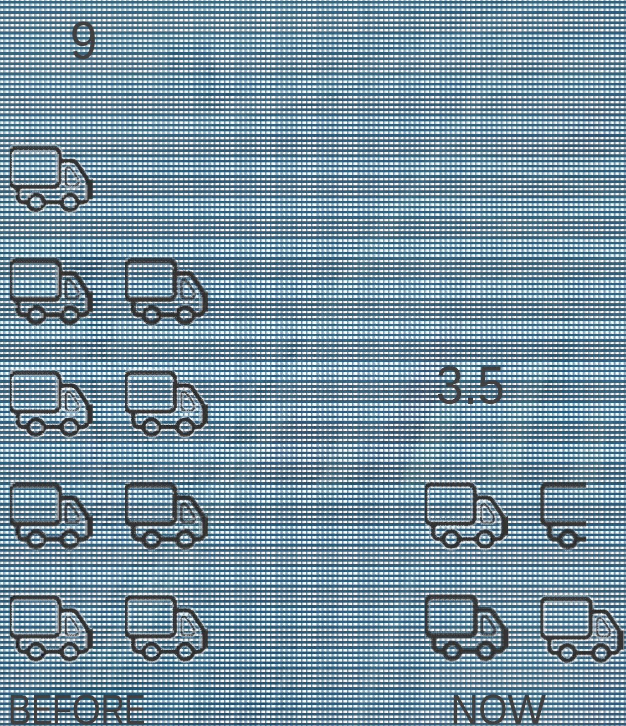
38% diversion rate

Key Dr
Enab
Recyc

Kaiser Permanente – Baldwin Park, CA

10 Bigbelly Stations Deployed

Average Pick Ups / Week

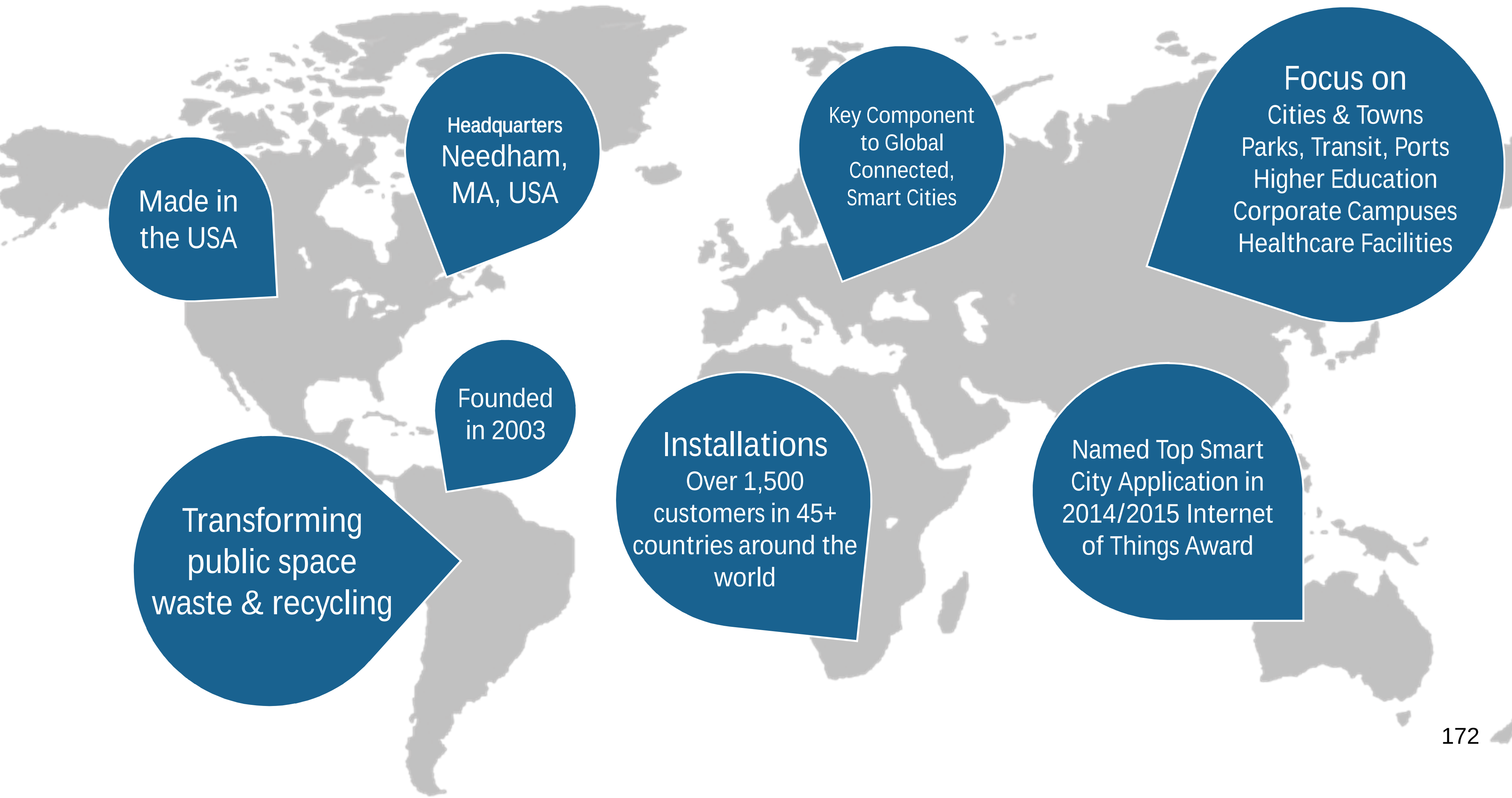


61% increased collection efficiency

23% diversion rate

Key Dr
Operat
Simpli

The World Leader in *smart* Waste & Recycling Systems



Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Public Works

SUBJECT
Street Sweeper Purchase (10 minutes)

Motion #
TBD: Scheduled for Consent on 8/1/16

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo Street_Sweeper TN.docx

Proposal - Street Sweeper.pdf

Sweeper GSA Terms & Conditions 1.16.pdf

Summary Background:
The City has not owned a street sweeper since 2012 and has no effective way to remove litter and sediment from City streets. The build up of dirt, dust, sediment and debris affects the community aesthetics and can result in sediments collecting in the gutter and storm drain systems flowing into streams and waterways impacting the environment, water quality, in-stream aquatic life, wildlife, and stream health. Purchasing a new sweeper will allow the City to clean and sweep streets on a regular basis, provide support to surrounding municipalities, and ultimately support both the environmental health and improve the aesthetic value of our City.

The Department of Public Works staff reached out to two firms for a demonstration of street sweeper models. Both firms Stewart-Amos Equipment Company/ALBANCAT and Maryland Industrial Trucks are affiliated with the Federal GSA procurement listing (Contract GS-30F-021AA): Both companies demonstrated a 4.5 cubic yard mechanical sweeper with an Isuzu NRR chassis.

While the sweepers are comparable in price, the performance, use-ability and wear-ability of the Stewart-Amos Street Sweeper best meets the needs of the City and affords us the best value. The staff recommends the purchase of the Stewart- Amos Street Sweeper, Starfire S4 from Stewart-Amos Equipment Company/ALBANCAT Baltimore Maryland as a rider to the GSA Contract (GS-30F-021AA) at a cost not to exceed 205,000.00.

Next Steps:
Upon Council approval the City will proceed with the purchase of the Stewart-Amos Street Sweeper.

Fiscal Impact:
$300,000 was included in the Capital Improvements Budget for vehicle (street sweeper) replacement in the Department of Public Works.

City Administrator Comments:
Recommend Approval.

Community Engagement:
The purchase of the street sweeper is part of the Department of Public Works public outreach and initiative to control litter and mitigate sediment infiltrating into our waterways.

Strategic Goals:
Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?
N/A

Memo

To: Tracey Nicholson, City Administrator

From: Lesley Riddle, Director of Public Works

CC: Ron Brooks, city Treasurer

Date: July 18, 2016

Re: Purchase of Street Sweeper

Street sweeping is promoted by the U.S. Environmental Protection Agency (EPA) as one of the most cost-effective practices for storm water pollution reduction in urban areas. Streets and parking lots accumulate large amounts of pollutants that can be washed off into storm drains and ditches during storm events and snow melts ultimately contributing large pollutant loads to our waterways. Pollutants found in street runoff include but are not limited to: sediment, litter, trace amounts of heavy metals, road salt, and fecal coli-form. When done regularly, street sweeping can remove 50-90% of these street pollutants and improve the overall appearance and health of a City.

The City has not had a street sweeper since 2012 and has no effective and reliable way to remove litter and sediments that can flow into streams and waterways from the gutter and storm drain systems. Sediment and litter that ends up in our waterways has a significant deleterious impact on water quality, in-stream aquatic life, wildlife, and overall stream health. The waterways of the greater Anacostia Watershed provide our region and residents with billions of dollars in ecosystem services. Cleaning and sweeping the streets on a regular basis promotes environmental responsibility by removing trash, sediments, and pollutants from the gutters and roadways and can improve the environmental health and aesthetic value of our City.

The Department of Public Works staff reached out to several firms for demonstration of street sweeper equipment and capability. Two firms that are affiliated with the Federal GSA procurement listing (Contract GS-30F-021AA), Stewart-Amos Equipment Company/ALBANCAT and Maryland Industrial Trucks responded to our request and provided demonstrations. After the demonstration of each machine, the staff completed due diligence by reaching out to current clients of each firm for feedback and equipment reviews. Clients included Ocean City, the City of College Park and the City of Salisbury, Maryland. Overall the evaluation of each street sweeper unit was good to excellent. The exception was the street sweeper in Ocean City, which the Streets Supervisor admitted has to work twice as hard because of the amount of sand and particles the machine has to process.

Following the review and demonstration, the staff agreed that while the pricing was comparable, the wear ability, operational requirements and performance offered by the Stewart-Amos Street Sweeper model was the best value and best met the needs of our City.

Additionally, to defer the cost of the street sweeper, the staff has coordinated with surrounding adjacent municipalities to offer an hourly driver/equipment rate for street cleaning support. Several of the municipalities are interested and anxious to partner with the City for sweeper services. The staff is also aggressively pursuing grant funding to offset the cost of this purchase.

Staff recommends the purchase of the Stewart- Amos Street Sweeper, Starfire S4 from Stewart-Amos Equipment Company/ALBANCAT Baltimore Maryland as a rider to the GSA Contract (GS-30F-021AA) not to exceed 203,000.00.

STEWART-AMOS
Equipment Co.

2700 Paxton Street / Harrisburg, Pa. 17105 / Telephone: (717) 564-5600
Fax: (717) 564-3824

June 9, 2016

Leslie Riddle –Director
City of Hyattsville
4310 Gallatin Street
Hyattsville, MD 20781

Dear, Ms. Riddle,

On behalf of Sandy Childs and Brent Stewart at ALBANCAT, we are pleased to present the following GSA pricing on our Starfire S-4 mechanical broom street sweeper.

2016 Starfire S-4 w/Isuzu NRR 19,500 GVW chassis - $188,095.00
Freight FOB Hyattsville, MD - $ 1,250.00
Total GSA Price - $ 189,345.00

The Starfire S-4 contains unique performance, productivity and safety features including:

- 3 shaft elevator dramatically improves chain wear life versus 2 shaft designs. Provides two times the chain adjustment points. Significantly reduces downtime, costs, and clogging.

- Longer reach 44" hopper dump door ensures more efficient debris disposal and center loading of vehicles/trash receptacles.

- Main and gutter brooms are spring balanced. Automatically apply correct surface pressure as brooms wear. No operator adjustments needed!

- Exclusive four "X" style lift scissors provide exceptional hopper stability when dumping wet, unbalanced or sticky debris. Eliminate risk the hopper, scissors or frame could bend/ twist.

- Front and rear steel canopies protect vulnerable internal components from the elements, vandalism and passing tree branches.

This price also includes the following options: hopper loading & dump observation cameras, rear mounted arrow board, 7 point automatic lubrication system for elevator & main broom bearings, 2 top mounted steel cage strobe protectors, cab fire extinguisher & safety triangles, plus main broom light & bulky debris channeler.

A complete summary of all the standard features and options included in the above pricing is attached for your review. I have also attached more detailed feature and benefit sheets for your examination.

Additional Options for Your Consider

Hopper Vibrator $ 1,357
Stainless Steel Hopper $10,317.00
Hopper Epoxy Floor Liner $1,151.00

I look forward to assisting Sandy and Brent demonstrate one of these units on your city streets. If I can be of additional assistance, please don't hesitate to contact me anytime.

Very truly yours,

John Paraschak

Vice President Sales & Marketing
717-514-6119
www.stewart-amos.com

STEWART-AMOS EQUIPMENT CO.

GSA Schedule
Contract GS-30F-021AA

c.c. Sandy Childs – Alban Cat
Brent Stewart – Alban Cat

STEWART-AMOS Equipment Co.

GSA Schedule
Contract GS-30F-021AA

Date: June 9, 2016

Presented to:
Leslie Riddle –Director City of Hyattsville 4310 Gallatin Street Hyattsville, MD 20781

2016 STARFIRE S-4 STANDARD EQUIPMENT:

4.0 Cu. Yd. Hopper - RIGHT or LEFT side dump (YOUR CHOICE)
Hopper Lift - cylinders
11" Variable Dump Height
Hopper inspection door & Hopper window
Dual Side Gutter Brooms - 42" dia.
Left & right side Gutter Broom Tilt, in-cab control
Independent Gutter Broom Operation
Spring Balanced Gutter Broom Suspension System with Auto Compensation for Wear
Gutter Sweeping Width Adjustment via Adjustment Bolt
Hydraulic Gutter Broom Retract
Chevron Strip Main Broom 10" Mandrel - 58" X 36"
Main Broom Cover (Hinged)
Carbide Dirt Shoes
Auto Pick-up in Reverse
Heavy Duty Wear Resistant 7 Squeegee Chain Conveyor
Three Shaft Elevator
Elevator Stall Alarm
Elevator Flush Out
Elevator- Hydraulic Drive Chain & Sprocket
Pivoting Elevator Design for Automatic Height Adjustment
Kubota Auxiliary Engine V2403 TIER 4i
Auxiliary Engine Auto Shutdown
Air Cleaner, Dual Stage dry type with restriction indicator
Alternator, 55 amp.
Maintenance Free Batteries & Hour Meter / Tachometer
Water Pump - 3.6 gpm
Water Tank Site Gauge
Front Water Spray Bar
Water Tank, molded polyethylene, 200 gallon capacity
20' Water Fill Hose & Anti-Siphon Fill Gap
LED Lights, 2 combination tail / stop / backup
LED Lights, Body Clearance Markers
LED Lights, working light, one per side broom
LED Light, rear mounted working light
LED Lights: STROBE - front & rear mounted

Rocker Switch Controls for all sweeper hydraulic functions
Backup Alarm, electric
Operators & Parts Manual
8" Dia. Convex Mirror - both sides
Dual Color Camera Safety System - 7" Color Monitor
Fenders with Mud Flaps
Standard Chassis Mounting Charge

Included Sweeper Options
Arrow STICK / Board - LED (with mounting brackets)
Hopper Camera- Inside View
Camera - Dump Observation
Lubrication System - 7 Points (6 Elevator Bearings and one Main Broom Bearing)
Main Broom Light & Bulky Debris Channeler
2 Top Mounted Steel Cage Strobe Protectors

2016 Isuzu Model NRR Chassis
109" WB 19,500# GVWR
36 gallon fuel tank
16' 9" Turning Radius
Extended 5 year/150k mile Isuzu drivetrain warranty
Fire extinguisher
Safety triangle reflector kit

STARFIRE S-4

CHASSIS MOUNTED BROOM SWEEPER

- ✓ BIG SWEEPER mounted on a small chassis. Equally effective cleaning streets, highways, construction sites & heavy road millings.
- ✓ NO CDL REQUIRED. Makes scheduling easier & lowers labor costs.
- ✓ HIGHLY MANEUVERABLE (like 3 wheel units) - Cab over chassis and short 109" wheel base ensures tight 16'9" turning radius in congested areas & cul-de-sacs.
- ✓ Travel between job sites at highway speeds (65 mph).
- ✓ EXCLUSIVE 3 SHAFT ELEVATOR significantly extends component wear life, reduces routine servicing and maintenance costs.
- ✓ Exclusive variable 11' dump height, 4 yd^3 hopper and extra reach 44" dump door.
- ✓ **LEFT or RIGHT SIDE hopper dump! Choose the design that best meets your unique sweeping needs.**
- ✓ Remarkably fuel efficient. Oversized 36 gallon fuel tank means 4 extra hours of sweeping productivity per tank.
- ✓ One-Touch Sweeping allows the operator to preset sweeping functions for easier/safer operation.
- ✓ Spring balanced, free floating brooms automatically apply correct surface pressure as brooms wear and follow surface contours for a cleaner sweep.
- ✓ PM 10 Certified – Rule 1186 compliant.

STEWART-AMOS
Sweeper Co.

STARFIRE S-4 Added Value Features

INCREASED PRODUCTIVITY/PERFORMANCE FEATURES

- ✓ Short chassis wheelbase (109") and tight (16'9") turning radius provides excellent maneuverability in both congested areas and narrow streets/alleyways/cul-de-sacs.

- ✓ Cab over chassis provides excellent OPERATOR VISIBILITY to the front and sides ensuring safer, more effective operations. Forward view from operator position to ground is less than 36". Excellent visibility often eliminates need for expensive dual steering.

- ✓ 19,500 GVWR Chassis means NO CDL REQUIRED. Reduce your labor costs and make manpower scheduling easier.

- ✓ Unlike 3 or 4 wheel purpose built alternatives the S-4 can travel at highway speeds (up to 65 mph) making travel between job sites/disposal areas faster and more economical.

- ✓ Exclusive 3 shaft elevator maximizes return (upper) chain support. Allows chains to run as loose as possible dramatically improving chain wear life versus similar 2 shaft designs. Eliminates chain clapping. Provides twice the number of chain adjustment points. Together with reduced chain wear significantly reduces maintenance downtime and costs. Also optimizes chain spacing, reduces clogging, and ensures more effective sweeping of large, bulky debris.

- ✓ Large 4 yd^3 hopper dumps from frame level up to 11 FEET - A STEWART-AMOS EXCLUSIVE.

- ✓ HOPPER DUMP can be POSITIONED on either the RIGHT or LEFT HAND SIDE of the unit at time of manufacture. You choose the design that best meets your unique sweeping needs.

- ✓ Longer reach 44" hopper dump door ensures more efficient debris disposal and center loading of vehicles/trash receptacles. Extended reach maintains safer distance between sweeper and truck/receptacle. Eliminates need for hopper shifting which can cause stability issues in other models.

- ✓ Dump door cylinders connected to hopper door via a flexible joint that protects both in the event the door encounters something while opening. Protects both the cylinders and door minimizing maintenance and costs.

- ✓ Low overall machine height (less than 8.5' with strobe light) ensures the S-4 can more effectively navigate tree lined streets.

- ✓ 42" gutter brooms positioned behind cab and easily visible from side view mirrors. Eliminates any need for drivers to divert attention from forward traffic conditions and look down and out the side window. Looking forward is both safer and ergonomically healthier for the operator.

- ✓ Main and gutter brooms are spring balanced & free floating. They automatically apply correct surface pressure as brooms wear & follow surface contours for a clean sweep. They do not require costly and maintenance intensive hydraulic or pneumatic components. No operator adjustments needed! Spring balanced & free floating brooms lasts longer & provide a cleaner sweep.

- ✓ Standard in-cab gutter broom TILT CONTROLS ensure easy broom adjustments to more effectively clean deeper, hard-to-reach cutters. This ensures better one-pass cleaning performance.

- THREE separate DUST SUPPRESSION CONTROL POINTS allow operator to focus on critical dust generation areas and ensure maximum dust free sweeping performance. 2 spray nozzles positioned over each curb broom, 4 under front bumper and 4 mounted in broom/elevator chamber.

- DUST FREE SWEEPING provided by 3.6 GPM electric diaphragm pump and 200 gallon water supply. Pump is continuous run dry rated for longer service life.

- Optional main broom channeler ensures effective sweeping of light litter including leaves, straw and pine needles. Constructed of durable one piece, heavy duty steel, the channeler self-adjusts as the main broom wears. No operator or mechanic judgments required.

DURABILITY AND LOWER COST OF OWNERSHIP FEATURES

✓ Exclusive four "X" style lift scissors provide exceptional hopper stability when dumping wet, unbalanced or sticky debris. Twin hydraulic lifting cylinders incorporated into 4 lift scissor design equally distribute lifting force to all four corners of both the hopper and chassis frame. Two additional scissors eliminate risk the hopper, scissors or frame could bend or twist due to load imbalance or hydraulic issues.

✓ Elevator powered by heavy duty off-set hydraulic drive. Hydraulic motor and top elevator shaft connected via double #80 roller chain and sprockets with idler tensioning spring protection. Unlike direct drive designs that can place torque of the load generated by the elevator directly onto the shaft of the motor creating unnecessary stress, wear and expensive repairs, our off-set drive protects the motor from shocks and jarring impacts common during operation. It provides a more robust mounting system for connecting elevator drive shaft to the hydraulic motor. This insures longer service life and reduces risk of mechanical failure during critical operations. The spring idler helps reduce shocks directly on the motor shaft and the sprockets allow for elevator speed adjustment to various sweeping conditions.

✓ To maximize service life and minimize maintenance costs, elevator drag pans are constructed of abrasion resistant AR400 plate steel. Hopper walls are constructed of 10 gauge and hopper floors are constructed of 7 gauge hardened steel.

- Over-sized Tier 4 Interim Kubota 59Hp turbo-diesel auxiliary engine comes standard with high temperature/low oil pressure auto shutdown.

- OVERSIZED 45 gallon hydraulic reservoir ensures maximum performance and minimizes overheating risks.

- All hydraulic motors equipped with case drains that protect shaft seals from excessive pressure and leaks. Protects the motor and seals. Minimizes maintenance, replacement and repair costs.

- To remove shock loading directly on the motor shaft and allow for elevator speed adjustment for various sweeping conditions, the elevator shall be driven by a hydraulic motor with power transmission to the elevator drive shaft through a double # 80 roller chain. Systems that place the torque of the load generated by the elevator directly onto the shaft of the hydraulic motor are unacceptable.

- The S-4 utilizes tandem cast-iron gear pumps which provide a constant flow of fluid power to all motors. Cast iron gear pumps are considerably more tolerant of heat and contaminants. They are far simpler and more economical to troubleshoot repair and replace.

- The S-4 utilizes a simple electric over hydraulic valve system. It consists of a cast aluminum manifold with externally mounted universal fit valve bodies. A defective valve can be replaced in 10 minutes and are interchangeable with other manufacturers for lower costs and quick repairs.
- To make troubleshooting quick and easy, the hydraulic system incorporates built in hydraulic pressure monitoring gauges readable from the operator's control panel in the cab.
- Simplified wiring is housed in a NEMA Class 4 box which is weather proofed against dust and moisture. Numbered wiring is heat stamped on and will never wear off.
- Gutter brooms mounted to heavy duty 4" x 4" x .25" tube steel posts. Provide maximum support against impacts. Reduce maintenance costs.
- One piece main frame construction incorporates heavy duty 2" x 5" x 3/8" outer frame wall tubing. Unibody construction provides exceptional support to all components. It minimizes stress cracks and frame bending by distributing component and load weight across entire frame and chassis.
- Additional 8" C channel inner rail system interconnects with outer frame to further support and distribute weight of main broom, water tank and elevator assembly. Provides added support to back half of unit to prevent frame cracking or bending.
- Heavy duty front and rear steel canopies protect vulnerable internal components from the elements, vandalism and passing tree branches. Also tie together with the outer frame and inner C channel rail system to create an overall sturdier carriage platform.
- To protect itself from damage, the elevator automatically pivots up and over large fixed obstructions a minimum of 10". No operator judgment/attention is required.
- LED lighting produces greater illumination while consuming two thirds less power than incandescent bulbs.
- Wear component part numbers etched in all black painted metal parts for easier identification.
- All four hydraulic motors (2 gutter, 1 main broom and 1 elevator) are the same. Greatly reduces maintenance costs.

EASE OF OPERATION & OPERATOR SAFETY FEATURES

- All operating controls conveniently located in cab. Intuitive/dependable rocker switches control all functions. Control panel vertically mounted in front of the bench seat to prevent spilled liquids from contaminating the switches. For operator ergonomic comfort, the control box has dual action pivot points, UP - DOWN / LEFT - RIGHT, permitting operator to adjust box to better see the control switches. A console light provided for night operation. Large dial faces aid in effective operation.
- "EYES FORWARD" color camera safety system keeps operator facing forward. Dash board mounted 7" COLOR MONITOR (positioned slightly to right of operator's forward view) provides operator with clear view of right side broom and rear bumper.
- One-Touch Sweeping allows the operator to preset sweeping functions. When activated all preset functions automatically activate. When deactivated, all preset functions deactivate. This minimizes operator involvement and promotes safer operations.

- When the unit is placed in reverse, the auto-pick-up in reverse feature is activated. All operating sweeping functions including: brooms and elevator shut off and rise off the ground. The operator can activate a One-Touch Sweeping button to return everything to normal sweeping. Auto pick-up in reverse protects against component damage and makes for a cleaner operation.

GSA SCHEDULE CONTRACT TERMS AND CONDITIONS

CONTRACT NUMBER:	GS-30F-021AA
Schedule:	23V
Contract Ending Period:	28-Apr-18
Contract Administrator:	John Paraschak john@stewart-amos.com 717-514-6119
Contract Holder:	Stewart-Amos Equipment Co 2700 Paxton Street Harrisburg, PA 17111 Telephone: (800)-482-2302 Fax: (717)-564-3824 Web site: www.stewart-amos.com
Business Size:	Small Business

ORDERING INFORMATION

1a. Special Item Number (SIN)
#271-104 - Street Sweepers, Runway Sweepers, Parking Lot Sweepers Truck Mounted
1b. Lowest Priced Model: Galaxy R-4 $96,108
2. Maximum Order: None
3. Minimum Order: $100
4. Geographic Coverage: Contiguous USA & CONUS shipping ports for overseas delivery
5. Point of Production: Stewart-Amos Sweeper CO, Harrisburg, PA, 17111
6. Prices: Government Prices are per Attached page(s) (discount deducted) F.O.B Destination
7. Quantity Discount: None
8. Prompt Payment Terms: None
9a. Government Commercial Credit Card: Accepted
9b. Discount for Government Commercial Credit Card: None
10. Foreign Items: None
11a. Time of Delivery: 120 Days ARO
11b. Expedited Delivery: Contact Contract Administrator
11c. Overnight and 2-day Delivery: No overnight delivery - except parts
11d. Urgent Requirements: Contact Contract Administrator
12. F.O.B Point: Destination
13. Ordering Address: Stewart-Amos Equipment Co
2700 Paxton Street
Harrisburg, PA 17111-1031
Telephone: (800)-482-2302
Fax: (717)-564-3824
14. Payment Address: SAME AS ABOVE
15. Warranty Provisions: Manufacturer's Standard Commercial Warranty
16. Export Packing Charges: Per Quotation - Contact Contract Administrator
17. Terms and Conditions of Credit Card Acceptance: No discount for payment by credit card
18. Terms and Conditions of Rental, Maintenance or Repair - Not Applicable
19. Terms and Conditions of Installation: 1 day training included (CONUS)
20. Terms and Conditions of Repair Parts: Not offered
21. List of Service Dealers: Contact Contract Administrator
22. List of Participating Dealers: Not Offered
23. Preventative Maintenance: Not Offered
24. Special Attributes: Not Applicable
26. Duns # 058712936
28. Sales Contact: John Paraschak
717-514-6119
john@stewart-amos.com

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Community & Economic Development

SUBJECT
Recommendation for Selection of Parking Management Services (10 minutes)

Motion #
TBD: Scheduled for Consent on 8/1/16

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
Memo Parking_Management_Services_RFP_ten (2).docx

Summary Background:
On March 11, 2016, the City of Hyattsville issued a request for proposal (RFP) to procure a firm, or partnership of firms, to provide the City with parking management services, which included the following:
- System Management
- Parking citation issuance
- Citation processing services
- Permitting
- Meter collections and coin processing
- Parking meter equipment

The attached memorandum details the solicitation, review process and recommendation for the selection of Passport Parking, Inc. as the firm to provide the City with parking management services.

Next Steps:
If authorized and approved by August 1st, the new equipment should be installed and operational by mid-October.

Fiscal Impact:
Funding for this project is included in the FY2017 Parking operations and capital improvement plan fund.

City Administrator Comments:
Recommend Support

Community Engagement:
The City conducted a customer survey which was completed by 500+ respondents. In addition, the City hosted a working group meeting with City businesses and commercial property owners prior to the development of the solicitation. This allowed us to obtain feedback on existing operations and input on equipment functionality. We believe that the flexibility of the proposed system and its focus on customer experience responds to the deficiencies noted in current operations and will provide an improved user experience.

Strategic Goals:

Goal 4: Foster Excellence in all City Operations

Action 4.3 – Utilize data, technology and best practices to develop and implement proactive, problem solving strategies and services.

Goal 2: Ensure the Long-Term Economic Viability of the City

Action 2.1 – Maintain a responsible level of investment in capital, operations and fund balance managed through Council's adopted annual budget including a 5-year revenue, expenditures and Capital Improvement Plan

Legal Review Required?

Pending

Memo

To: Mayor and Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Chris Giunta, Manager, Code & Parking Compliance

Date: July 12, 2016

Re: Recommendation for Selection of Parking Management Services

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This memorandum is to advise the Mayor and Council on the procurement of parking management services, provide an overview of the solicitation process and make a recommendation for awarding a contract for services.

RFP Summary
On March 11, 2016, the City of Hyattsville issued a request for proposal (RFP) to procure a firm, or partnership of firms, to provide the City with parking management services, which included the following:

- System Management
- Parking citation issuance
- Citation processing services
- Permitting
- Meter collections and coin processing
- Parking meter equipment

Our focus throughout the process was to improve the parking experience of our customers and provide the City with a more efficient management and operations platform.
<u>Minimum Requirements</u>
The RFP document specified that firms responding to the solicitation were required to meet the minimum eligibility qualifications:

- A minimum of three years experience in providing municipal governments with parking management systems and equipment, including the management of parking systems for at least two municipalities in North America.

- The system must be able to integrate with an Enterprise Resource Planning (ERP) Platform.
- The management system must be cloud based.
- The vendor must be PCI DSS and PCI-PA DSS Level 1 certified.
- The citation issuance must be available via smart phone and laptop.

Firms were advised that the City intended to select up to three (3) firms to perform an in-person demonstration of its products, services and personnel. The firm determined to best meet the needs articulated in the solicitation would be recommended for award of a contract. The firm selected through the solicitation would also be required to have the new parking management hardware and software operational and conduct staff training by December 1, 2016.

Proposed Scope of Services

The following is a summary of the proposed scope of services included in the RFP document:

- Customer Service: IVR (Phone) and web based support for users and City staff.
- System Management: Management dashboard, real-time reporting, monthly settlement reporting and annual/fiscal year audit reporting.
- Parking citation issuance: The City will transition from the expensive and heavy ticket writing handheld machines to a smartphone application with blue-tooth printer. The Police Department will also move from hand-written paper tickets to a cloud-based application that will synchronize with the existing Mobile Data Terminals (MDT's) in Patrol vehicles.
- Citation processing services: Fully integrated and automated citation and payment processing utilizing payments via mail, phone and web.
- Permitting: Web-based permit management that offers flexibility for both administration and users for any current or future public parking lot, residential zone or other permitting needs.
- Meter collections and processing: Field service of secured meter collection, counting (currently performed in-house) and armored deposit service;
- Parking meter equipment: Replacement of existing aged equipment with equipment that will meet, or exceed, the expectations of our parking customers and business community. New equipment must include real-time rate and operation adjustments, dashboard reporting, maintenance "push" notification, weather resistant & avoid rust/corrosion, include point-of-sale coin auditing and provide an intuitive experience for our customers.

RFP Process

March 11, 2016: Solicitation Issuance
April 4, 2016: Optional Pre-bid Conference
April 8, 2016: Question Period Concludes
April 21, 2016: Bids Due

April 22, 2016: Bid Opening
April 22, 2016: Evaluation Period Commences
May 5, 2016: Notification of Selection of Top 3 Proposals
May 20, 2016: Interview of Top 3 Firms
May 24, 2016: Evaluation Period Concludes

Pre-Bid Conference

On April 4, 2016, the City hosted a pre-bid conference which afforded interested firms the opportunity to ask questions, clarify the scope of services and tour the City's existing parking environment before submitting a bid. Questions that could not be answered during the pre-bid conference were provided within seven (7) days after the conference.

RFP Review Panel

The following staff members participated in the proposal review and interview process:

Jim Chandler, Assistant City Administrator and Director of Com & Economic Development
Chris Giunta, Manager, Code & Parking Compliance
Julius Wiggins, Supervisor, Contracts, Grants & Procurement
Juan Granados, Parking Aide II
Noah Pomeranz, Parking Aide I
Sgt. Rich Hartnett, Police Department (Interview Only)

RFP Responses

On April 22, 2016 the City opened each of the seven (7) submitted proposals and reviewed them for completion of all required documents.

Firm	Address	Subcontractor(s)	Minimum Requirements Met
Passport Parking Inc.	1300 S. Mint Street, Suite 200, Charlotte, NC 28203	Duncan Solutions LAZ (Equipment, collections, training)	Yes
T2 Systems, Inc.	8900 Keystone Crossing, Suite 700, Indianapolis, IN 46240	No subcontractors	Yes
Republic Parking System	633 Chestnut Street, Suite 2000, Chattanooga, TN 37450	IPS (Equipment) MCS (Citation Issuance, application management, systems training)	Yes
IPS Group Inc.	5601 Oberlin Drive, Suite 100, San Diego, CA 92121	Equipment only	Yes
Civic Smart	316 N. Milwaukee Street, Suite 202, Milwaukee, WI 53202	Equipment only	Yes

Technical Proposal Analysis & Evaluation

The proposals were distributed to the members of the RFP Review Panel along with the analysis score sheet. The proposals were evaluated independently by each member of the Panel based on established criteria below:

- Firm's and personnel qualifications and experience;
- Letter of commitment from the firm, verifying that all services detailed in the solicitation and the firm's proposal will be operational by December 1, 2016;
- Parking equipment performance, durability and network reliability;
- Details responding to each of the category of services articulated in the Scope of Services;
- Summary of three (3) similar parking services projects implemented within the past 5 years;
- Commitment, operations and resources to support customer service response;
- Equipment performance, operability and replacement schedule;
- References from three (3) client communities of similar scale and parking services;
- Sealed Dollar Bid Proposal.

All of the submitting firm's business licenses and corporate standings were found to be "In Good Standing" with the State of Maryland. None of the respondent firms were on the Maryland Department of General Services debarred list and all certified that they were not debarred from serving in the State. References of the firms were checked and validated for authenticity.

- Passport Parking, Inc.: Passport Parking's bid was comprised of Passport providing citation issuance and permitting, citation processing provided by Duncan Solutions and LAZ parking is proposed to manage coin collections, processing and deposit as well as furnishing of meter equipment. LAZ included in its proposal a Solar Powered Strada Rapide Pay-and-Display pay station machines and IPS M5 Single-Space Meters.
    - Summary Analysis: The proposal submitted by Passport Parking, through a partnership with Duncan Solutions and LAZ, provided a comprehensive scope of services to address each of the services requested by the City. The proposal includes transitioning Duncan Solutions out of the current role of citation issuance and as the City's equipment provider, while maintaining the core business services that Duncan solutions specializes in. Services include back end management, citation processing and collections services. The management system is "cloud" based, with real-time permitting and citation issuance managed through a smart phone application and laptop (Police Department). The services proposed by LAZ are a full-service operation, including the maintenance of parking equipment, the point-of-sale collection of meter coin, coin count and deposit. The proposal included IPS M5 Single Space Meters, a zinc alloy meter dome and UV resistant, anti-fog cover. The meter has a tri-colored LED light and is powered by a solar panel and rechargeable back-up

battery. LAZ recommended the use of a Solar Powered Strada Rapide Pay-and-Display pay station. Staff has reviewed the proposed pay-and-display multi-space meter and does not recommend it because the equipment is prone to paper jams from "spitter" receipts, additional paper is created and the inconvenience for customers to return to their vehicles to display their receipt. The Staff was satisfied with the firm's proposal and the firm was invited to participate in the interview evaluation session.

- T2 Systems, Inc: The proposal submitted by T2 Systems detailed citation issuance, processing, permitting and Luke II multi-space meters furnished by T2, with coin collection, processing and deposits sub-contracted to SP+. The proposal recommended the multi-space meter in lieu of a single-space meter option.
    - Summary Analysis: The firm's response was a comprehensive suite of hardware and software provided by T2 Systems, which included system management, customer & technical support, citation issuance, permitting and equipment with processing of coin and deposits sub-contracted to SP+. The management system is "cloud" based, with real-time permitting and citation issuance managed through a smart phone application and laptop (Police Department). The firm's proposed Luke II multi-space meter includes a LCD screen and operates on a 3G system, is available in pay-by-space (our current configuration), pay by license plate, or pay and display a receipt. The Staff was satisfied with the firm's proposal and the firm was invited to participate in the interview evaluation session.
- Republic Parking Systems: The proposal submitted by Republic Parking Systems proposed the partnering with subcontractors, Municipal Citation Solutions as the customer service and citation issuance provider and IPS Group for equipment. The firm's proposal was comprehensive and included the Windows-based parking management platform Violation & Ticketing System (VATS) with issuance from a mobile phone. The firm's response included IPS M5 Single Space Meters, a zinc alloy meter dome and UV resistant, anti-fog cover. The meter has a tri-colored LED light and is powered by a solar panel and rechargeable back-up battery. The firm's response also included an MS 1 Pay Station, which operates on a 4G network, is available in pay-by-space (our current configuration), pay by license plate, or pay and display a receipt. The units include a full keyboard and operate with IntelliTouch, which allows the user to complete a transaction in any sequence, which then guides the user through the payment.
    - Summary Analysis: Overall, the firm's core business is parking management of parking garages and coin collection processing and supports the cities of Lexington, KY, Ann Arbor, MI, Chattanooga, TN and Lincoln, NE. The firm's secondary discipline is system management and citation processing. The staff had some concerns about the customer support which is not currently available in Spanish, though the firm stated in its proposal it could have that service available. The dashboard management system did not appear to be as intuitive and modern as the systems proposed by the other firms responding to this solicitation. Staff was very satisfied with the proposed equipment, specifically the capability

and features available with IPS Group 4G multi-space meter and M5 Single Space Meter. The Staff was generally satisfied with the firm's proposal and determined that an interview may help to alleviate concerns. The firm was invited to participate in the interview evaluation session.

- IPS Group Inc: The proposal submitted by IPS Group was limited to parking equipment; a multi-space system and a single-space meter option.
  - Summary Analysis: The firm's response included their M5 Single Space Meters, a zinc alloy meter dome and UV resistant, anti-fog cover. The meter has a tri-colored LED light and is powered by a solar panel and rechargeable back-up battery. The firm's response also included an MS 1 Pay Station, which operates on a 4G network, is available in pay-by-space (our current configuration), pay by license plate, or pay and display a receipt. The units include a full keyboard and operate with IntelliTouch, which allows the user to complete a transaction in any sequence, which then guides the user through the payment. Overall, staff was satisfied with the firm's equipment proposal, but due to the limited scope and the firm being included as a sub-contractor to Republic Parking Systems, IPS Group was not invited to participate in the interview evaluation as a stand-alone proposal.
- Civic Smart: The proposal submitted by Civic Smart was limited to parking equipment.
  - Summary Analysis: The firm recently purchased single-space 'Liberty' from Duncan Parking Technologies (Solutions), the City's current single-space parking meter. The firm proposed utilizing Parking Enterprise Management System (PEMS) and did not propose sub-contractor partnerships to fulfill the balance of services sought by the City. While the 'Liberty' product is an effective and durable product, it did not appear to keep pace with the technological capabilities of its competitors. The City has experienced significant fogging and water penetration issues with the equipment and we remain unsatisfied with the ability of the equipment to seamlessly implement adjustments to the equipment. The City has also experienced a lack of responsive and technical service assistance from Civic Smart since Liberty was acquired from Duncan. The firm was not invited to participate in the interview evaluations.

Based on a thorough analysis of the content for each of the seven proposals received, the Review Panel recommended the following three (3) firms be extended invitations to participate in in-person presentation and interviews:

- T2 Systems, Inc.
- Republic Parking
- Passport Parking, Inc.

<u>Presentation & Interview Evaluations</u>

On May 20, 2016, the top-3 recommended firms provided the City with a 45 – 60 minute in-person presentation further detailing the capability of their firm's services and fielded questions from the Review Panel including, but not limited to the following:

- Highlighting which feature distinguishes its product from its competition
- Biggest criticism of its software & proposed hardware
- Hardware functionality
- Permitting capabilities
- Citation management & processing
- Customer service responsiveness and reliability
- ERP integration
- System flexibility & technology reinvestment strategy

At the conclusion of the presentation and interview sessions, the Reviewers ranked the three firms in order of preference based on their presentations and responses to question categories. The following represents the ranked order for each of the three firms:

- Passport Parking: 1st
- T2 Systems Inc.: 2nd
- Republic Parking: 3rd

Client References

At the conclusion of the presentation and interview evaluations, the staff completed the due diligence by conducting reference checks of existing and former clients of the top-3 firms. The reference checks allowed us to further assess the implementation and operational performance of each firm and gain a sense of whether the respective municipality/agency would select the firm again if provided the opportunity.

Firm	Clients
Passport	New Haven, CT & Seaside, FL
T2 Systems	University of Maryland – College Park
Republic Parking	City of Baltimore, MD
IPS Group	Prince George's County Revenue Authority (Equipment Only)

Contract Award Recommendation

The City of Hyattsville has completed the solicitation processes and reviewed the capabilities of the top-3 firms. The staff recommends Passport Parking, Inc. as the vendor to provide management parking services, with partner firms Duncan Solutions and LAZ providing specialized sub-contracted services. Our evaluation revealed that a single vendor solution was not in our best interest to meet the needs of our customers. A partnership of specialized vendors, under the management of a prime vendor, would allow more flexibility and provide the best parking experience using the most modern equipment and management tools.

Passport Parking, Inc. was determined to be the best fit for providing service to our customers and support to the back-end staff management process. The IPS multi-space 4G meters and single-space meter equipment will be installed by LAZ parking. LAZ provided the City with a lease-financing option which will be reviewed with the City Treasurer prior to making a recommendation on financing and obtaining the Council's authorization for award.

The City will continue to operate meter collection with (Serco) and armored car coin transfer (Garda) until a final scope of work and agreement with LAZ is executed to assume coin collection, count and transfer services. Although Passport Parking, Inc. is recommended as the mobile parking payment vendor for the City, the contracts for both services will remain separate.

Service	Fee Schedule
Citation Issuance Fee	$4.00 per citation issued (currently $4.54)
Web and IVR Convenience Fee Unit Cost	$3.50 per citation (currently $3.00)
Postage	$.0415
Permit Fees	$3.50 per permit
Collections	27.5% (currently 30%)
Start-up & Training	Included at no cost
Multi-space Meter based on 30 units	$7,224
Single-space Meter based on 130 units	$597.50
Multi-space Meter installation	$600 per unit
Multi-space Meter Extended Warranties	$295 (additional 12-months) - $995 (48-months)
Single-space Meter Extended Warranties	$50 (additional 12-months) - $170 (48-months)
Single-space Meter installation	$20 per unit
Point of sale collection, count & cash deposit	Scope of services is being discussed with the City based on current and future levels of service, with a final fee schedule rate anticipated by July 22, 2016.

Equipment will be available for installation approximately 8 weeks after receipt of a purchase order from the City. If a contract is authorized by August 1, 2016, we expect the equipment to be installed by the second week of October 2016.

Hyattsville City Council Agenda Item Report

Meeting Date: July 18, 2016
Submitted by: Laura Reams
Submitting Department: Human Resources

SUBJECT
Evergreen Solution LLC Proposal for Personnel Related Issues (10 minutes)

Motion #
TBD: Scheduled for Consent on 8/1/16

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
Evergreen_Solutions_Memo_1ten_07_16-1v1.docx

Summary Background:
The City of Hyattsville requires contract support to perform three directed and/or required personnel actions. The scope of work will address 1) developing a 25-step salary range for employees; 2) developing an Executive Pay Scale and Pay Grade Assignments for 7 senior director classifications; 3) and evaluate salary pay scale formulas for sworn officers and administrative personnel and provide recommendations. The proposed vendor is Evergreen Solutions LLC. Evergreen Solutions conducted a comprehensive compensation and benefits study in 2013 and their recommendations were implemented in 2014. Evergreen's previous contract with the City and completion of personnel services work for the City allows them to be selected as a sole source provider. Evergreen Solutions submit a proposal in an amount not to exceed $15,000. Funding was included in the approved FY17 Operating Budget.

Next Steps:
This item is scheduled to return to the Council for action on August 1. If approved, and upon legal review, Evergreen will begin services NLT 15 August.

Fiscal Impact:
$15,000.00

City Administrator Comments:
Recommend Support

Community Engagement:
N/A

Strategic Goals:
Goal 4 - Foster Excellence in all City Operations

4.2 - Recruit, develop, and retain a first-rate workforce by providing opportunities for appropriate professional development and ensuring a professional working environment with competitive compensation.
4.3 - Ensure policies, procedures, and practices meet or exceed accredited or nationally recognized standards.

Legal Review Required?
Complete

City of Hyattsville

Memo

To: Mayor and Council

From: Vivian Snellman, Director Human Resources

Thru: Tracey E. Nicholson, City Administrator

Date: July 6, 2016

Re: Proposal to Contract w/ Evergreen Solutions LLC for Personnel Related Issues

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The City of Hyattsville requires contract support to perform three separate directed and/or required personnel actions. The proposed vendor is Evergreen Solutions LLC. Evergreen Solutions conducted a comprehensive compensation and benefits study for the City in 2013 and their recommendations were implemented in 2014. Evergreen's previous contract and completion of personnel services work for the City as well as t heir extensive knowledge of the City's personnel policies and practices affords them the ability to accomplish the new tasks in the most efficient, cost effective and timely manner. As a result, they can be selected as a sole source provider in accordance with the City's procurement policy.

Evergreen Solutions submit a proposal in an amount not to exceed $15,000. The scope of work will address the following personnel related issues:

(1) Develop a 25-step salary range for all employees based on the existing 19-step salary range, with a rate of increase per step and consistent with peer municipalities.

(2) Develop an Executive Pay Scale and Pay Grade Assignments for seven senior director classifications. Motion 20-02-16 directed the City Attorney to draft legislation to amend Article II - Administration of Government and Article VI - Personnel to reflect transition of all contracted personnel with the exception of the City Administrator to an appropriate pay scale. The motion further directed the City Attorney to draft legislation to amend all references to Department Heads to Department Directors in the Hyattsville City Charter and Code and authorize the Director of Human Resources to develop a transition plan for movement of all contract personnel (except the City Administrator) to an appropriate pay scale.

(3) Review sworn officer promotion formulas and provide recommendations on sworn and administrative personnel promotion policies and calculations.

Funding for this study was included in the Human Resources 2017 Operating Budget.

Weekly Program Offerings

Ageless Grace Senior Exercise Classes
Wednesdays and Fridays, 10:00 AM @ the City Administrative Building
Thursdays, 9:00 AM @ The Mall at Prince Georges

Summer Arts Camp for Seniors and People with Disabilities
Wednesdays 1:00 PM - 3:00 PM @ the City Administrative Building

Hyattsville Farmers Market
Tuesdays 3:00 PM - 7:00 PM @ the Corner of East-West Highway and Queens Chapel Road (Redeemer Lutheran Church Parking Lot)

City Calendar: July 19 – August 1, 2016

Call-a-Bus Shopping Trips

- July 19, 11:00 AM - 1:00 PM @ Shoppers Food Warehouse/Price Rite
- July 21, 11:00 AM - 1:00 PM @ Safeway/Aldi's
- July 25, 11:00 AM - 1:00 PM @ Giant

Please call 301-985-5000 to reserve your seat!

Planning Committee Meeting
July 19, 7:30 PM - 9:30 PM @ City Administrative Building

Code Compliance Advisory Committee Meeting
July 20, 7:00 PM @ City Administrative Building

Fall Sports Field Permitting Meeting
July 21, 7:00 PM - 8:00 PM @ City Administrative Building - 1st Floor Multi-purpose Room
For more information, please contact the Community Services Department at 301-985-5021.

Movin' With The Mayor - Belly Dance Fitness with Nyla Elise
July 23, 11:00 AM - 12:00 PM @ City Administrative Building, 1st Floor

Health, Wellness & Recreation Advisory Committee Meeting
July 27, 6:30 PM - 8:00 PM @ City Administrative Building

Education Advisory Committee Meeting
July 28, 6:30 PM - 8:00 PM @ City Administrative Building

Seniors on the Move - Free Movie Monday
August 1, 9:00 AM - 12:30 PM @ Beltway Plaza, Academy 8 Theaters
Call-A-Bus will transport. Please call 301-985-5020 by 2:00 PM on the Friday prior to the event.

City Council Meeting
August 1, 8:00 PM - 10:00 PM @ City Administrative Building, 3rd Floor, Council Chambers

July 2016 City Calendar

26	27	28	29	30	01 Ageless Grace Exercise Class	02
03	04 Seniors on the Move - Free Movie Monday	05 Hyattsville Farmers Market	06 Ageless Grace Exercise Classes ART WORKS Now - Senior Summer Camp Cancelled - Police & Public Safety Advisory Committee	07 Ageless Grace at the Mall Prince George's Shakespeare in the Parks presents Twelfth Night	08 Ageless Grace Exercise Class Prince George's Shakespeare in the Parks presents Twelfth Night	09
10	11 Giant Grocery Trip	12 Hyattsville Farmers Market	13 Seniors on the Go to Toby's Dinner Theatre Ageless Grace Exercise Classes ART WORKS Now - Senior Summer Camp	14 Ageless Grace at the Mall	15 Ageless Grace Exercise Class 2016 Summer Jam Series	16
17	18 City Council Meeting	19 Shoppers Food Warehouse/Price Rite Grocery Trips Hyattsville Farmers Market Planning Committee	20 Ageless Grace Exercise Classes ART WORKS Now - Senior Summer Camp Code Compliance Advisory Committee Meeting	21 Ageless Grace at the Mall Safeway & Aldi's Grocery Trips Fall Sports Field Permitting Meeting	22 Ageless Grace Exercise Class	23 Movin' With The Mayor - Belly Dance Fitness with Nyla Elise
24	25 Giant Grocery Trip	26 Hyattsville Farmers Market	27 Ageless Grace Exercise Classes ART WORKS Now - Senior Summer Camp Health, Wellness & Recreation Advisory Committee	28 Ageless Grace at the Mall Education Advisory Committee Meeting	29 Ageless Grace Exercise Class	30