

# CITY COUNCIL

## READ FILE COVER SHEET

Subject: **Proposed Budget Amendment 2021-14:**  
**Marina Office Rehab**

Date: **4/21/2021**

**Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.**

- Purpose:
- FYI
  - Read and Comment as Needed**
  - Action Required by May 3, 2021**
  - In Confidential File Drawer

Approve:

Casi Boyer  Yes  No  No Comment  
Comment: \_\_\_\_\_

David Glenn  Yes  No  No Comment  
Comment: \_\_\_\_\_

Dave Martin  Yes  No  No Comment  
Comment: \_\_\_\_\_

Jim Ringsaker  Yes  No  No Comment  
Comment: \_\_\_\_\_

Jason Robertson  Yes  No  No Comment  
Comment: \_\_\_\_\_

Carolyn Zinner  Yes  No  No Comment  
Comment: \_\_\_\_\_

Note: N/A



## INTER-CITY MEMORANDUM

To: City Council President David W. Glenn  
From: Mayor William T. Martin  
Date: March 31, 2021  
RE: Proposed Budget Amendment 2021-14

I have determined that the City Marina Office is in need of substantive rehabilitation. The City has not made significant investment in the building since its acquisition in fiscal 2010.

The City has solicited proposals and I intend to award the project to the low qualified bidder, for \$45,452.06, see the attached proposal. The proposal includes \$23,180.89 for demolition and construction of a wood outdoor decking and ADA ramp (Item C) but I am not including that in this request. Instead I have decided to construct the vinyl composite decking and ramp (Item D) to better withstand the elements at the Marina.

The Marina began the year with a Fund Balance of over \$825,000. This is \$79,700 more than we anticipated in constructing the fiscal 2021 budget, which is more than what is needed to fund this project.

The funding will therefore be accomplished through an increase to revenue account 08-1809-49-02 [Beginning Fund Balance]. The project itself will be added to the Marina Capital Budget under account 08-1839-6501.

Please contact George DeHority if you have any questions or require additional information regarding this budget amendment request.



**MHIC #137152**

[Augustcustomcontracting@gmail.com](mailto:Augustcustomcontracting@gmail.com)

**615 South Union Avenue  
Havre de Grace, MD 21078  
Fax (443) 502-2759**

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## **PROPOSAL/AGREEMENT**

**City Of Havre de Grace  
Yacht Basin Office Building**

**RE: RFP Construction Services Of Yacht Basin Office Building**

**A. The Removal Of Existing Roof Shingles, Gutters, And Downspouts.**

1. Remove all shingles to expose roof decking to check for rotted wood.
2. Install up to eleven (11) sheets of plywood. (\$45.00) parts and labor for each additional sheet of plywood. Pictures will be bought forward for further approval to be discussed by phone or in person.
3. Install ice and water shield along facials and valleys and synthetic paper over decking.
4. Install step flashing and plumbing boots.
5. Install new architectural shingles using the color "Rustic Black".
6. Install cobra venting and cap all areas that call for capping (Hip Roof).
7. Wrap fascia with white aluminum and install new gutters and downspouts.
8. Removal of all debris and clean up as needed for landscaped areas and hard surfaces.

**TOTAL: \$8,253.59**

**B. Installation Of Siding, Soffit, And Trim Coil.**

1. Square edges around windows and doors to prep for aluminum. Remove downspouts and place so they will not be damaged. Install Tyvek house wrap for moisture barrier.
2. Wrap all surfaces around doors with white trim coil.
3. Install joist channel outside corners and j boxes for four (4) exterior lights.
4. Install vinyl board and button siding around entire structure.
5. Install four (4) LED Lights and caulk areas as needed.
6. Clean up ground and areas.

**TOTAL: \$6,557.91**

**C. Demolition And Construction Of Wood ADA Ramp And Horizontal Deck.**

1. Demo deck.
2. Dig new footings to thirty-six (36) inches. Install sonic tube to be placed six (6) inches out of the ground and lay in concrete hand pack. Place j bolt center of sonic tube.
3. Install all posts and bolt in.
4. Install all joists and stringers.
5. Install decking.
6. Install wood railings and pickets.
7. Remove all debris and clean grounds.

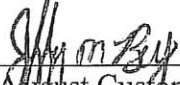
**TOTAL: \$23,180.89**

**D. Demolition And Construction Of Vinyl Composite ADA Ramp And Horizontal Deck.**

1. Demo deck.
2. Dig new footings to thirty-six (36) inches and install sonic tube to be placed six (6) inches out of the ground and lay in concrete and hand pack. Place j bolt center of sonic tube.
3. Install all posts and bolt in.
4. Install all joists and stringers.
5. Install Fiberon Coastal Gray Decking.
6. Install post sleeves.
7. Install vinyl railing kits.
8. Remove all debris and clean grounds.

**TOTAL: \$30,640.56**

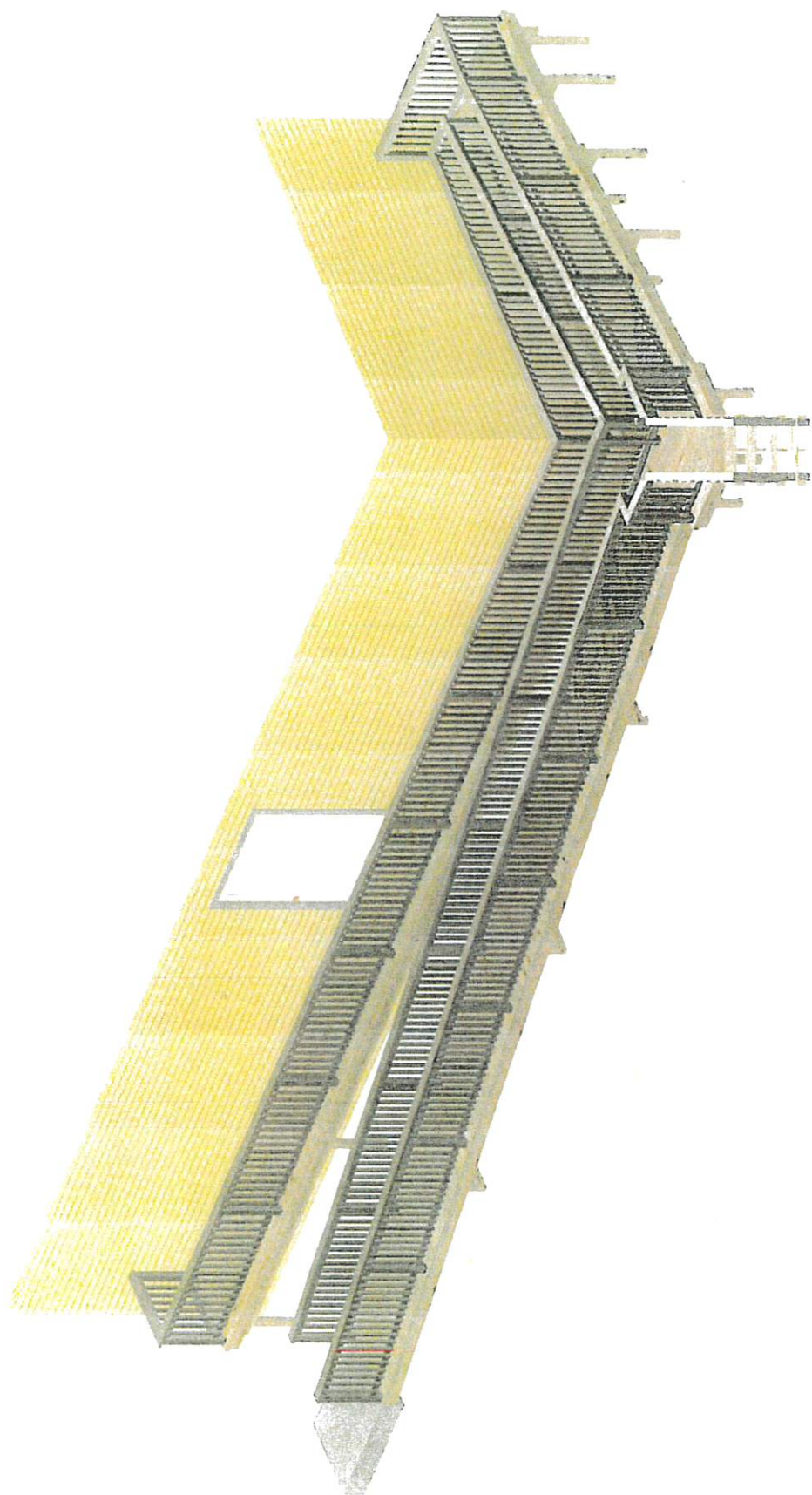
August Custom Contracting will supply all materials to perform the job. August Custom Contracting will supply a certificate of insurance upon request.

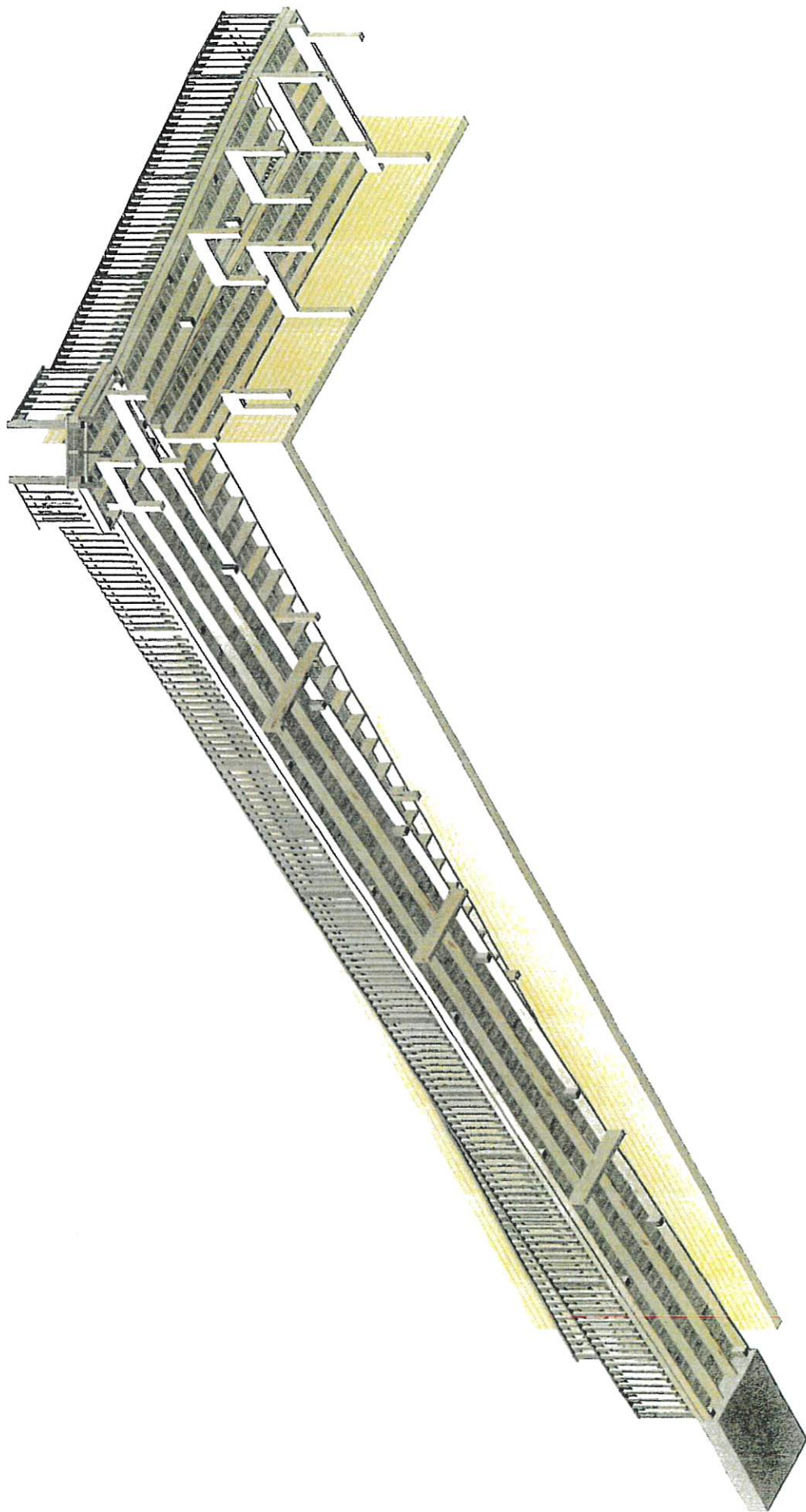
  
\_\_\_\_\_  
August Custom Contracting

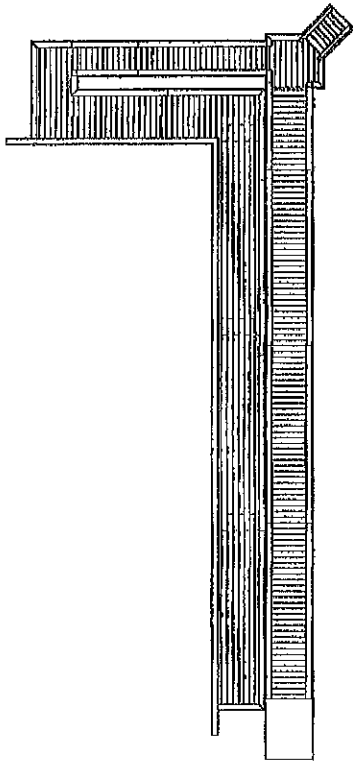
*President*      *3/19/2021*  
\_\_\_\_\_  
Title                      Date

\_\_\_\_\_  
City Of Havre de Grace

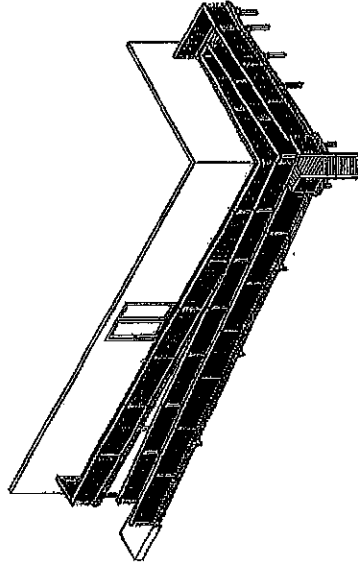
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Title                      Date



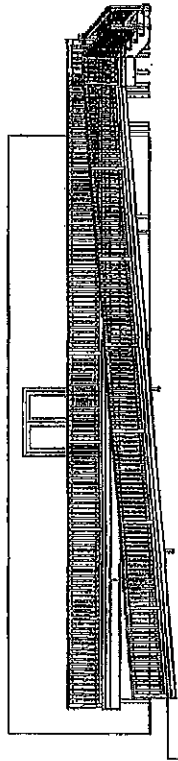




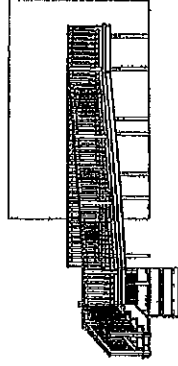
Plan View



Iso (Front, Right, Top) View



Front Elevation



Right View

**BUDGET AMENDMENT**

March 26, 2021

Amendment # 2021-14

**SOURCE OF FUNDS**

| Account Number | Account Title          | Amount             |
|----------------|------------------------|--------------------|
|                | <b>Marina Fund 9</b>   |                    |
| 08-1809-49-02  | Beginning Fund Balance | \$45,500.00        |
|                |                        |                    |
|                |                        |                    |
|                |                        |                    |
|                |                        |                    |
|                |                        |                    |
|                |                        |                    |
|                |                        |                    |
|                | <b>Total Sources</b>   | <b>\$45,500.00</b> |

**USE OF FUNDS**

| Account Number | Account Title                              | Amount             |
|----------------|--|--------------------|
|                | <b>Marina Fund 9</b>                       |                    |
| 08-1839-6501   | Capital Expenditures (Marina Office Rehab) | \$45,500.00        |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                |  |                    |
|                | <b>Total Uses</b>                          | <b>\$45,500.00</b> |

**REASON FOR ADJUSTMENT**

To rehabilitate the Marina Office Building

**AUTHORITY**

City Council on 4/19/20.

**APPROVAL**

|                |       |             |
|----------------|-------|-------------|
| MAYOR          | _____ | Date: _____ |
| ADMINISTRATION | _____ | Date: _____ |
| FINANCE        | _____ | Date: _____ |