



Town Council AGENDA

Monday, October 17, 2022 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

5:00 PM Closed Session.

General Provisions Article 3-305(b) (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.

5:30 PM: Call to Order by President Cook.

Opening remarks and Pledge of Allegiance by Councilmember Rev. Davis.

Approval of Minutes.

Meeting Minutes of October 3, 2022.

Municipal Official Items.

Items by Mayor Willey.

2021 Employee Service Awards.

Items by Town Manager.

Public Assembly Event: Easton Holiday Parade 12/3/22.

Approval to award restoration projects 123 and 125 South Locust Lane contract to Paige Industrial Services.

Items by Town Attorney.

Public Participation/Comments.

Items by Members of the Council:

Adjournment.

Discussion of EVFD Training Facility (to be held at EVFD with Trustees of the Department).

The public can access the meeting as follows:

<https://www.eastonmd.gov/129/Agendas-Minutes>

If you are an Easton Cable subscriber, you can view the meeting through TV-Channel 98.

Please note: There is a possibility of all or part of the meeting may be held in Closed Session.

Name	Date of Hire	Yrs of Service as of 12/31/2021	Dept.	Position
Ashley Bayne	9/5/2011	10	Police	Police Officer
Megan Coxon	5/26/2011	10	Police	Police Officer
Frank Creegan	6/4/2001	20	Police	Police Officer
Gordon Lee	1/3/2001	20	Police	Police Officer
David Ramey	12/26/2001	20	Police	Police Officer
Patrick Sally	7/5/2001	20	Police	Police Officer
Mark Hrobar	11/13/1991	30	Police	Police Officer
Kathy Ruf	1/22/1991	30	Town office	Town Clerk
Joanne Drummer	2/10/1981	40	Town office	Accounts Payable Manager

EASTON POLICE DEPARTMENT

"With Pride We Serve"

UPCOMING PUBLIC ASSEMBLY EVENT

TO: Mayor Willey and Don Richardson
DATE: October 12, 2022
PREPARED BY: 1st Sgt. E. Kellner #0144
PAP #: 22-050
RECEIVED: October 11, 2022

EVENT: Easton Holiday Parade

APPLICANT: Holly DeKarske

LOCATION: Downtown Easton

DATE/TIME: December 3, 2022 6:30pm

ATTENDANCE: 2,500 approx.

PURPOSE: Holiday parade for the community

DETAILS:

Parade Units: Between 60 and 65

Staging Areas: Easton Utilities parking lot, lower level of Talbot Town and the Town parking lot on Brewers Lane.

Requested Route: From the staging areas, the parade will proceed south on Harrison St, west on South St, north on Washington St, back to Easton Utilities / Brewers Lane where they will disperse

To ensure the parade route is clear of traffic for the event, No Parking will be posted by EPD between the hours of 4:30 pm to 9 pm at the following locations:

- Washington St. between Goldsborough St. and South St.
- South St. between Washington St. and Harrison St.
- Harrison St. between South St. and Washington St.
- Dover St between Harrison Street and Washington Street.
- Goldsborough Street between Washington Street and Harrison Street.

SPECIAL REQUESTS:

- Applicant requests use of town parking lot off of Brewers Lane for staging area
- EPD will request Public Works drop off metal pedestrian barricades on N. Washington Street at the Circuit Courthouse for use during the parade.
- EPD will request that the Applicant provide an adequate amount of volunteers to assist with manning barricades at low volume intersections / driveway accesses along the parade route (this has been done in years past)

EPD CONCERNS: None

APPROXIMATE COST:

EPD to provide 18 officers to post no-parking, set up traffic barricades, provide traffic control and ensure pedestrian safety during the event.

Approx. Cost to applicant: \$3,700.00

RECOMMENDATION: Approve

Further Information Regarding Gordian and Paige Industrial Selection

We connected with Paige Industrial through Sourcewell Construction Procurement via Gordian.

Sourcewell offers their members Job Order Contracting through Gordian's IQC- Indefinite Quantity Construction (ezIQC). This provides **access to local contractors through locally bid contracts** instead of a national, blanket contract using mean estimates. Contracts are based on a catalog of pre-priced tasks for all types of construction - from repair and renovation to new construction.

Through ezIQC, Gordian assists members with scope and work development and easy ways to streamline change order processes. This leads to time savings, reduced procurement and administrative costs, increased cost control, and high quality of work because local contractors are held to a performance-based contract.

Q. What is ezIQC®?

A: ezIQC is an indefinite delivery/indefinite quantity (IDIQ) procurement process that helps facility and infrastructure owners complete many repairs, renovation and straightforward new construction projects with a single, competitively-awarded contract. Unlike traditional bidding where each project is identified, designed and then put out to bid, ezIQC is made available through cooperative purchasing networks who have satisfied the competitive bid process up front. This eliminates the need to repeat the bid process on a project by project basis.

Gordian's ezIQC solution is another tool in the procurement toolbox for expediting construction projects. Gordian's localized construction cost data, software and expert field personnel help guide owners through each step of the process, ensuring cost and timing efficiencies are maximized right from the start.

Q. How Long Has ezIQC Been Around?

A: ezIQC was brought to the cooperative landscape in 2008. Gordian created ezIQC to help tackle the demanding requirements, tight timeframes and stringent, complicated competitive bidding requirements placed on public and educational facility managers all across the country. The purpose of ezIQC is to simplify the process of completing routine and/or straightforward repair, renovation, alteration and new construction projects. Since its inception, thousands of projects have been completed using Gordian's ezIQC solution.

Q. How Does ezIQC Ensure a Higher Quality of Work?

A: Since the competitive bid process is already complete, facility and infrastructure owners are able to include the contractor at the inception of a project. This allows the contractor to provide professional input and advice as to how to complete a project more effectively. ezIQC motivates the awarded contractor to meet and exceed the owner's expectations of quality, timely construction through a performance-based contract. The owner is not obligated to give the contractor more work, therefore encouraging them a collaborative and lasting relationship.

Q. How Does ezIQC Save Money?

A: Budgetary control and cost savings is a cornerstone of Gordian's ezIQC solution. The owner does not have to repeat the entire procurement cycle for each project, so the cost of procuring projects is less. The upfront and open collaboration allows the awarded contractors to provide their professional insight which can lead to greater project success and immediate value engineering to ensure budgets are met. Contractors also see a benefit in ezIQC as they are not having to continuously respond to public facility bids which costs them valuable time and money. Because contractors are bidding on a series of project opportunity not just a single project, they often provide volume discounts in their construction costs.

Q. How Does ezIQC Save Time?

A: The traditional design-bid-build cycle typically takes months to complete and uses a significant amount of agency administrative and technical resources. With ezIQC, you can immediately access local contractors through a competitively-awarded contract with a cooperative agency. There is no need for preparing, copying, advertising and distributing bid packages for each project. The procurement process takes weeks instead of months.

Q. What Is the Construction Task Catalog®?

A: The Construction Task Catalog® (CTC) accesses data from Gordian's construction cost database of more than 275,000 Tasks with associated costs for all areas of construction. Each Task includes a detailed description, unit of measurement, unit price and, where applicable, demolition cost. The labor, material and equipment price components are updated to reflect local prices, prevailing wages and working conditions at the time of publishing. There are a set of Technical Specifications for each of the construction tasks and general conditions that contain the specific contract language concerning the execution of the contract.

The awarded contractor has competitively bid an Adjustment Factor to the pre-established Unit Prices, so the owner is assured a competitive price for each element of a project's Scope of Work.

Q. How Are Change Orders Handled?

A: Change orders are significantly reduced because the contractor participates in the Joint Scope Meeting with the owner and Gordian field personnel. This upfront, open communication eliminates the misunderstandings and mistakes that lead to most change orders. The owner has the right to change the Scope of Work at any time during the project. With ezIQC, additional work and changes are priced using the preset Unit Prices in the CTC. The performance-based contract ensures the contractor is motivated to be efficient and reduce costs without sacrificing quality or customer satisfaction.

Q. I Am Sensitive to the Use of Local and Minority/Women Subcontractors and Other Considerations. How is this handled?

A: ezIQC has a history of attaining and exceeding participation goals. Local, minority and women-owned businesses and residency initiatives can be handled on a project-by-project or program-wide basis. The owner has the right to approve all subcontractors prior to issuance of the purchase order. Any specific conditions of the project, such as bonding or special insurance, is specified in the purchase order and provided to the owner.

Q. What About Price Fluctuations from Year to Year?

A: The Adjustment Factors are modified on the anniversary date of the contract award, based on the Construction Cost Index (CCI) in the Engineering News-Record. The average CCI for the current year is divided by the average CCI for the base year and equals the increase or decrease in the construction costs. The percentage is multiplied by the original Adjustment Factor and thus equals the Adjustment Factor for the next 12 months.

Q. Do I Still Need a Construction Manager? What About Professional Services?

A: Most of the time you don't. The ezIQC contractor is the single point of contact for construction schedule and construction quality. Many agencies use the services of an architect to prepare the contract documents for procurement purposes. With ezIQC, this has already been completed. More complex projects may require engineering and architectural services to define the Scope of Work or for permitting. If architectural or engineering services are required, the ezIQC contractor can obtain these services.

One of the unique benefits of the ezIQC process is the knowledge and expertise Gordian's field personnel provides throughout the process. Gordian will help you prepare a Detailed Scope of Work that describes the work the contractor will perform. Then, seasoned field personnel will review the Price Proposal to make sure the contractor has selected the appropriate Tasks and quantities and will ask the contractor to make any required changes. Only then will the Price Proposal be submitted for final review. The process is streamlined so construction is ready to begin in a fraction of the time than it would normally take to procure a project.

Q. Why Would I Use ezIQC?

A: ezIQC simplifies and expedites the construction procurement process, so work can begin faster. It puts the owner in greater contractual control and increases the quality of work. Changes to the project scope are based on firm prices and Gordian's solutions virtually eliminate defaults, terminations and claims. Owners have access to full-time, performance-based professional construction contractors, working under a competitively-bid contract through a cooperative agency. ezIQC will save time and money, allowing owners to complete more projects.

Don and Mayor,

For the Housing on The Hill Initiative restoration projects 123 and 125 South Locust Lane, I make the recommendation to award the contract to Paige Industrial Services, Inc. for the total project fixed cost of \$462,433.18.

In June, request for bid (RFP) packages were distributed to 41 companies, 15 of which were obtained through performing a search of minority owned business enterprises.

West and Callahan, Inc. was the single respondent with a total project cost of \$619,444.

Through the RFP process, the cost for restoration and additions to the two structures came in higher than expected and the available program income would fall short of that required to complete the project homes. That is, the town would have to contribute significantly to the overall project's completion.

Sourcwell is a government resource which has been used by the Town for the competitive pricing and State of Maryland "bid" acceptance many times before. Gordian and Paige Industrial, Inc. were contacted to price the projects using eziQC. This is a procurement process for new construction projects with a single, competitively-awarded contract through cooperative purchasing networks who have satisfied the competitive bid process up front.

Paige Industrial's total project cost for 123 and 125 South Locust Lane \$462,433.18.

The difference between West & Callahan's project cost and Paige Industrial's is \$157,010 and the available grant and program income funds would be sufficient to see the project through without additional expenses incurred by the Town.

Further information regarding the Sourcwell eziQC program is attached.

Thank you and I am happy to discuss this further if you would like.

Trevor