



TOWN OF FRONT ROYAL, VIRGINIA TOWN COUNCIL MEETING
Monday, January 25, 2016 @ 7:00pm
Warren County Government Center

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Approval of the Regular Council Meeting minutes of January 11, 2016
5. Receipt of Petitions and/or Correspondence from the Public
6. Reports:
 - a. Report of special committees or Town officials and Town Manager.
*** Report from EDA**
 - b. Requests and inquiries of Council members.
 - c. Report of the Mayor
*** Recognition of Police Department's Officer and Civilian Employee of the Year**
 - d. Proposals for addition/deletion of items to the Agenda.
7. **CONSENT AGENDA ITEMS** –
 - A. COUNCIL APPROVAL – MOA for Video Equipment in Board Room
 - B. COUNCIL APPROVAL – Request to Purchase Town-Issued iPad
 - C. COUNCIL APPROVAL – Bid – Technical Services for IT Networking and Infrastructure
 - D. COUNCIL APPROVAL – Purchase of Pickup Truck for Water/Sewer Maintenance Dept
 - E. COUNCIL APPROVAL – Resolution - Future Power Block Purchases - 2021-2024 with AMP
8. COUNCIL APPROVAL – Budget Amendment and Acceptance of Rebate from Moretz Consulting for Maintenance on Electric Vehicle DC Fast Charger
9. COUNCIL APPROVAL – Budget Amendment and Acceptance of Donation for New Year's Eve Front Royal Event – Ramsey Hardware
10. COUNCIL APPOINTMENTS – Town Scholarship Committee
11. COUNCIL APPOINTMENT – Town Councilmember

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**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(A)

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Memorandum of Agreement for Board Room Video Equipment

Summary: Council is requested to consider approval of a Memorandum of Agreement (MOA) with the County of Warren that commits to the funding through the Town and County’s Franchise Agreement with Comcast Cable, to upgrade the video equipment at the Warren County Government Center Board Room.

Budget/Funding: None

Attachments: Memorandum of Agreement

Meetings: Work Sessions held January 4 and January 19, 2016

Staff Recommendation: Approval X Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve a Memorandum of Agreement (MOA) with the County of Warren that commits to the funding through the Town and County’s Franchise Agreement with Comcast Cable, to upgrade the video equipment at the Warren County Government Center Board Room, as presented.

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: SB

MEMORANDUM OF AGREEMENT COMCAST FRANCHISE AGREEMENT FUNDS

THIS MEMORANDUM OF AGREEMENT FOR COMCAST FRANCHISE AGREEMENT FUNDS for the replacement and upgrade of video equipment at the Warren County Government Center Board Room dated this day of, 2016, by and between the **COUNTY OF WARREN, VIRGINIA**, a political subdivision of the Commonwealth of Virginia (hereinafter “the County”) and **THE TOWN OF FRONT ROYAL, VIRGINIA**, a Virginia municipal corporation (hereinafter “the Town”), hereby agree to following:

RECITALS:

- A. The Town and the County have initiated negotiations with Comcast Cable to renew the Franchise Agreement for the provision of cable television service in the respective localities.
- B. Both the Town Council and the County Board of Supervisors use the County Government Center Board Room (“the Board Room”) to conduct their official meetings.
- C. The video recording equipment in the Board Room is over fifteen years old and advancements in technology have achieved improved recording capabilities.
- D. The Town and the County intend to share the cost for improving the video recording and transmission equipment.

TO THAT END, and for and in consideration of the mutual covenants contained herein, the Town and the County agree as follows:

- 1. The Town and the County agree to jointly pursue negotiations with Comcast Cable to secure \$25,000.00 each for dedicated funding to improve and replace the video recording and transmission equipment at the Board Room.
- 2. The Town and the County agree to jointly budget and expend said funding if received from Comcast Cable to improve and replace the video recording and transmission equipment at the Board Room.
- 3. The Town and the County agree that the Town’s Department of Information Technology shall assume the responsibility of developing the specifications for the equipment acquisition and administer the procurement and installation of said equipment.
- 4. The Town and the County will cooperate to do all other things necessary or appropriate for the ends and purposes of this Memorandum of Agreement to be accomplished.

WITNESSETH the following signatures:

For the County of Warren, Virginia

Linda Glavis, Chairman

Date: _____

Attest:

Douglas P. Stanley, County Administrator

Date: _____

For the Town of Front Royal, Virginia

Timothy W. Darr, Mayor

Date: _____

Attest:

Steven M. Burke, PE, Town Manager

Date: _____

Approved as to Form:

Blair D. Mitchell, Esq., County Attorney

Douglas W. Napier, Esq., Town Attorney

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**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(B)

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Request to Purchase Town iPad

Summary: Former Councilman Daryl Funk has requested to purchase the iPad that was provided to him during his term on Town Council. Council is requested to approve the purchase to Mr. Funk in the amount of \$320.00.

Budget/Funding: None

Attachments: None

Meetings: Work Sessions held January 19, 2016

Staff

Recommendation: Approval X Denial _____

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve the purchase of a Town-issued iPad from former Councilman Daryl Funk in the amount of \$320.00.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB

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**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(C)

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Bid – Technical Services for IT Networking and Infrastructure

Summary: Council is requested to approve a bid from Syntax Communications in the amount of \$20,000 for various labor, equipment and materials costs related to technical services for IT networking and infrastructure and to establish a one year contract to support the Town’s IT Department for design and installation of network cabling for new buildings and any other IT networking and infrastructure tasks as required. After the first year contract, the contract could be extended for an additional two-year period.

Budget/Funding: 1204-7007 – Hardware/Software

Attachments: Memorandum from Purchasing Agent and Invitation to bid

Meetings: Work Session held January 19, 2016

Staff

Recommendation: Approval X Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve a bid from Syntax Communications in the amount of \$20,000 for various labor, equipment and materials costs related to technical services for IT networking and infrastructure and to establish a one year contract to support the Town’s IT Department for design and installation of network cabling for new buildings and any other IT networking and infrastructure tasks as required. After the first year contract, the contract could be extended for an additional two-year period.

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB



MEMORANDUM

Date: January 12, 2016
To: Tina Presley, Senior Administrative Assistant
Jennifer Berry, Clerk of Council
From: Cindy Hartman, Purchasing Agent 
RE: Work Session Item

On Thursday, January 7, 2016, I held a bid opening to set firm pricing for various labor, equipment and various materials cost related to technical services for IT networking and infrastructure. The purpose of this IFB was to establish a one (1) year contract with a vendor to support our IT Department for design and installation of network cabling for new buildings and any other IT networking and infrastructure tasks as required. Upon mutual satisfaction of contract fulfillment during that first year contract, the contract would be extended for an additional two (2) year period. Funding would be made available through the IT Department.

Out of the four (4) vendors I directly solicited, I received only one response, Syntax Communications here in Front Royal. This is the same vendor who performed the cabling and IT infrastructure within the Town's Administration Building. The company is reliable and fairly priced. As we have no way of forecasting the amount of work that will be required during the first year of the contract, I would like to add this award to the Town Council work session to be held January 19, 2016 for discussion.

I have attached the document submitted to me by Syntax in response to the Invitation for Bid.

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

Syntax Communications, Inc.

987 Auburn Court Front Royal, VA 22630

Phone: 540-622-3609 Fax: 540-636-4224

syntax@syntaxcomm.com

To: Town of Front Royal
Attn: Cynthia A. Hartman
102 E. Main Street
Front Royal, VA 22630

Phone: 540-631-2789
Job Number: 160001
Date: January 7, 2016

Job Description:
Technical Services for IT
Networking and Infrastructure

Thank you for the opportunity to allow Syntax Communications, Inc. to provide a bid for your company. This proposal will list exact items that will be completed by Syntax Communications, Inc.

A -RFP understanding

The Town of Front Royal is looking for IT support performing design and installation of network cabling for new buildings and to support the IT staff in any IT networking and infrastructure task as required. These services will be offered by the Syntax Communications team as outlined in this proposal. It is understood that trouble shooting the existing network switches and routers as well as the existing phone system is not a part of this proposal. It is also understood that work will be done on a work order basis and each work order will require a separate proposal. The proposal will be based on the unit fixed price as shown in attachments A, B, and C. Any materials not itemized on the attached list will be listed in a separate line item on the individual proposals. Any network cabling provided in whole by Syntax Communication will be covered under the manufactures OASIS warranty. Syntax Communications is a certified OASIS integrator. All installation services will be done using EIA/TIA standards, per the latest building codes, and follow the specific requirements as outlined in section 8 of your IFB. Although most of the outlined work will be provided by Syntax, we have teamed with one other contractor to provide a one stop shop for all of the towns communications needs. Henkel and McCoy, Inc. will provide any outside plant repairs and installations. They are a highly qualified utilities contractor that can do

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

underground conduit and cabling as well as aerial pole line cabling. If additional manpower is required due to work surges, large projects, or etc. Syntax may use some of their other teaming partners at the same unit prices provided in this IFB.

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

B - Experience

Syntax Communications

Since 1996, Syntax Communications, Inc., a Front Royal, Virginia based company, has been assisting clients in the design and installation of network communication infrastructure and telephone systems for both business and residential. Syntax Communications is a full service wiring and networking company. We have the ability and experience to provide any or all steps of the communications life cycle including requirements analysis, site surveys, engineering design, material procurement, installation, testing, project management, and MAC (moves, adds, & changes) activity. We work closely with large hi-tech business, government agencies and large commercial companies as well as small businesses helping them with their voice, data and computer needs. Syntax specializes in network structured wiring systems for banks, industrial, automobile dealerships, government facilities and schools, working closely with service providers and other vendors to ensure seamless integration of varied communications systems.

Syntax Communications, Inc. consists of a team of well-trained professionals with extensive experience in all types of data and voice systems. Our technicians are well versed in leading edge areas such as data cabling, computer network installations and fiber optic technologies.

Since the key employees of Syntax Communications are residences of the town, our commitment to providing quality and economical services to the town is a priority.

Over the last 15 years, Syntax Communications has provided networking services to the Warren County Public Schools, the County of Warren, and to the Town of Front Royal. This gives Syntax an edge on the networking requirements of the Town. Along with the local government experience, Syntax has provided network services to Rappahannock and Frederick County.

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

Henkel & McCoy

Henkels & McCoy was founded in 1923 by John B. Henkels, Jr., started out performing tree-trimming, landscaping, and tennis court construction. Since then Henkels & McCoy has developed into one of the largest privately held engineering, project management, construction, and training firms providing critical infrastructure for the electric power, communications, natural gas and pipeline, and water industries. They consistently rank in the top tier of the Engineering News-Record list of Specialty Contractors.

Administering project experience

Robert Williams will be the project manager for this project. Mr. Williams is retired from EDS where he managed large government projects such as:

- The State Department IT upgrade where his team performed a complete IT upgrade at every embassy and consulate in the world.*
- The Air National Guard WAN upgrade where his team implemented a new MPLS wide area network installing new routers at over 100 sites in the United States.*
- The US Air Force mail relay project where his team designed and installed a new mail filtering system at over 100 bases worldwide.*

Manage several projects simultaneously

Syntax Communications, Inc. is a Virginia Certified Small Veteran owned company. Syntax has recently been certified by the Commonwealth of Virginia as a micro business. At the present time Syntax has 3 full time and 6 part time employees. Over the past 15 years, Syntax has been able to provide excellent services to their over 150 customers as well as take on large projects. Syntax has a very good business relation within the IT community so when work load surges arise, Syntax has the ability to call on some of their IT partners to assist during the surge. As well, Syntax assists their IT partners during their surge.

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

C - References

The table below outlines the references requested by the Town of Front Royal.

<i>Client Name</i>	<i>Address</i>	<i>Contact person</i>	<i>Phone Number</i>	<i>Project Name</i>
Warren County Public Schools	280 Luray Avenue Front Royal, VA	Melody Sheppard	540-635-7123	Warren County Middle School
County of Warren	Warren County Government Ctr.	Jeff Hayes	540-631-5082	Warren County Safety Building
Town of Front Royal	Front Royal Town Hall	Todd Jones	540-671-8998	Town administration office
HP Hood	160 Hood Way Winchester, VA	Scott Poppo	540-868-1326	New warehouse facility

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

D – Methodology

Syntax Communications, Inc. uses the nine step Communications Lifecycle process to design and implement communications projects. These steps are outlined below. Syntax uses these steps on either turnkey design and installation projects or any step of the process.

Design

Syntax communications uses a four step process, part of the communications lifecycle process, to design a customer's network. These steps are outlined below.

Step 1 - Existing Network Site Survey

The first step will provide a complete documentation package for the customer's network backbone cabling and network equipment. The completed package will include but not limited to:

- Collect all IT documentation that past contractors may have developed.
- Develop a map with all the customers buildings, fiber routing, fiber type, fiber count, internet connections, wireless connections, and any other pertinent connectivity information.
- Develop a customer backbone network schematic with all network equipment models, ports used and available, connectivity, IP addressing scheme, and any other pertinent network information.

Step 2 – Network Requirements Analysis

The requirements analysis step will develop the requirements of the customers IT needs. The work will include but not limited to conducting meetings with each department head to determine what IT methods they are using at present and what IT plans each may have for the future. Determine the size of staff, location of staff, and any future moves to other locations. Develop a meeting agenda with questions that will be asked. The

Town of Front Royal Invitation for Bid #41

Technical Services for IT Networking and Infrastructure

agenda should be approved by the customer then distributed to each department head one week prior to the meeting.

Step 3 - Preliminary design

With the information obtained in step one and two, a Preliminary design can be developed. The preliminary design can be a phase upgrade approach or a complete IT renovation either of which would be developed and documented. This plan will be developed primarily by the contractor but will include a group of customer's employees. The phased plan is the most used and helps in long term budgeting. The phased plan will document triggers of when each phase should be implemented such as a failing switch or a move or renovation and etc.

Step 4 - Final Design

The customer will approve the preliminary IT plan. Once the one of the triggers of the phased plan occurs, Syntax will review the preliminary plan to make sure it is still accurate and then develop a detail design that will provide the most economical and technically sound solution for the customer. Syntax will present this detailed plan to the customer and provide any technical assistance required to understand the detailed plan.

Implementation

Syntax Communications uses a five step process, again, part of the communications lifecycle process, to implement a customer's IT solution. These steps are outlined below.

Pre proposal review

The pre proposal is one of the most important steps in the implementation process. Syntax will sit down with the customer and capture the customer's goals and expectations that they expect from the implementation.

Proposal

The proposal process will document the customer's goals and expectations and describe how Syntax will accomplish the scope of the project and pricing for the project.

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

Pre installation review

The pre installation review is the second most important step in the implementation process. This process will establish whether the project scope has changed, establish points of contact for the project, develop a time schedule, and make sure the budgeting is still in line with what was proposed.

Installation

The installation step will implement the proposal. Syntax will provide daily updates on the projects process during the installation and document any changes from the original proposal. Syntax will not implement any changes without written permission from the customer.

Project close down

At the end of the implementation, Syntax will work with the customer to provide any as-built documentation, testing documentation, or training as outlined in the proposal. Upon customer final acceptance of the project, Syntax will submit the final billing.

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

E - Equipment

Below is a partial list of equipment used by Syntax Communications, Inc.

Wireless network equipment

Fluke AirCheck Wi-Fi tester

Wired network equipment

Fluke EtherScope II network assistant

UTP Cable testing

Ideal Lantek cable certifier

Fiber Cable testing

Meson 850/1300um power meter and light source

Meson 850/1300/1550um power meter and light source

Noyes optical fiber scope

CATV testing

Holland Signal meter

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

F - Costing

The tables in attachments A, B, and C of this proposal provide the labor, material, and Equipment unit prices that will be used during the first year of the project.

Invoice payments are required no greater than 30 days after the date of the invoice. Projects with durations greater than 3 months will be invoiced on a monthly basis throughout the project. Milestones will be setup prior to implementation with the customer to determine the monthly payment plan.

Prior to the end of each year's contract, Syntax Communications, Inc. will meet with the town to evaluate the next year's unit cost. Units pricing will increase by the inflation rate of that year on all items with the exception of cabling. Due to the constant increase of copper prices, copper cable prices will have to be evaluated at the time.

Travel expense will be charged only on emergency projects.

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

G - Contact Information

Single point of contact: Bob Williams

syntax@syntaxcomm.com

987 Auburn Court Front Royal, VA 22630

Phone: 540-622-3609

Fax: 540-636-4224

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

ATTACHMENT A

LABOR COSTS

The rates shown on attachment A include all charges for taxes, insurance, union, supervision, overhead and profit. These rates apply to all work performed on a straight time basis, eight (8) hours per day, Monday through Friday during normal business hours. Due to federal labor laws, OSP labor categories performed beyond eight (8) hours per day and all day Saturday will be billed at one and one-half (1-1/2) times the above stated rates. The rates shall be doubled for all work conducted on Sunday and the following holidays: New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving and Christmas Day, or days celebrated in lieu thereof. Personnel called in for emergency work shall be paid travel time to and from their previous location which is billable at the above stated rates as well as expenses for the duration of the emergency.

Attachment A
Syntax Communications, Inc.

Labor Classification	Hourly Rate
Premise Distribution Technician	\$ 45.00
Premise Distribution Engineer	\$ 65.00
Foreman	\$ 75.00
Cable Splicer	\$ 75.00
Lineman	\$ 70.00
Installer Repairman	\$ 75.00
Equipment Operator	\$ 70.00
Labor	\$ 65.00
Groundman	\$ 45.00
Network Engineer	\$145.00
Network Engineer Senior	\$165.00

Town of Front Royal Invitation for Bid #41
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ATTACHMENT B
MATERIAL COST

The rates shown on attachment B include the part delivered to the Town IT office or to a location designated by the town.

line #	Description	Part Number	Manufacture	UT	Cost	Notes:
Station Jacks						
SJ100	Jack USOC 1 port 6Wx6P fog white	OR-S21RJ25	Ortronics	ea	\$ 5.66	no substitute allowed
SJ200	Jack USOC 2 port 6Wx6P fog white	OR-S22RJ25	Ortronics	ea	\$ 12.12	no substitute allowed
SJ300	Jack CAT5 1 RJ45 1U 568B fog white	OR-S215E00	Ortronics	ea	\$ 7.97	no substitute allowed
SJ400	Jack CAT5 2 RJ45 1U 568B fog white	OR-S225E00	Ortronics	ea	\$ 12.12	no substitute allowed
SJ500	Jack CAT5 Track jack fog white	OR-TJ5E00	Ortronics	ea	\$ 5.33	no substitute allowed
SJ600	Jack CAT6 1 RJ45 1U 568B fog white	OR-S21600	Ortronics	ea	\$ 10.48	no substitute allowed
SJ700	Jack CAT6 2 RJ45 1U 568B fog white	OR-S22600	Ortronics	ea	\$ 15.34	no substitute allowed
SJ800	Jack blank inserts 1U seriesII fog white	OR-40300164	Ortronics	ea	\$ 0.40	no substitute allowed
SJ900	Jack CAT6 Track jack fog white	OR-TJ600	Ortronics	ea	\$ 7.48	no substitute allowed
SJ1000	Jack blank tracJack 10/pack	OR-42100002	Ortronics	ea	\$ 3.12	no substitute allowed
SJ1100	Jack wall mount phone track jack	OR-403STJ1WP	Ortronics	ea	\$ 8.29	no substitute allowed
SJ1200	Jack DB15-HD F/F VGA	OR-60900376	Ortronics	ea	\$ 19.97	no substitute allowed
SJ1300	Jack HDMI fog white	OR-60900372	Ortronics	ea	\$ 28.26	no substitute allowed
SJ1400	Jack F connectors 1 port 1U fog white	OR-60900017	Ortronics	ea	\$ 4.86	no substitute allowed
SJ1500	Jack F connectors 2 port 1U fog white	OR-60900020	Ortronics	ea	\$ 7.61	no substitute allowed
SJ1600	Jack faceplate single gang .5" low profile 3U fog white	OR-40300158	Ortronics	ea	\$ 1.83	no substitute allowed
SJ1700	Jack faceplate double gang standard profile 6U fog white	OR-40300159	Ortronics	ea	\$ 4.69	no substitute allowed
SJ1800	Jack surface mount box single gang fog white	OR-40300185	Ortronics	ea	\$ 3.84	no substitute allowed
SJ1900	Jack surface mount box double gang fog white	OR-40300186	Ortronics	ea	\$ 4.39	no substitute allowed
SJ2000	Jacks surface mount box 4U fog white	OR-404S22X2U	Ortronics	ea	\$ 4.93	no substitute allowed
SJ2100	Jacks surface mount box 3U fog white	OR-404S23U	Ortronics	ea	\$ 7.38	no substitute allowed
SJ2200	Jacks surface mount box 2U fog white	OR-404S21X1U	Ortronics	ea	\$ 3.21	no substitute allowed
SJ2300	Jacks surface mount box 1U fog white	OR-404S21U	Ortronics	ea	\$ 3.03	no substitute allowed
Patch Panels						
PP100	Patch panel 24 port CAT5e rack mount 1u	OR-PHD5E6U24	Ortronics	ea	\$ 137.36	no substitute allowed
PP200	Patch panel 48 port CAT5e rack mount 2u	OR-PHD5E6U48	Ortronics	ea	\$ 285.58	no substitute allowed
PP300	Patch panel 24 port CAT6 rack mount 1u	OR-PHD66U24	Ortronics	ea	\$ 177.84	no substitute allowed
PP400	Patch panel 48 port CAT6 rack mount 2u	OR-PHD66U48	Ortronics	ea	\$ 351.26	no substitute allowed
PP500	Patch Panel 12 port CAT6 Wall mount	PMP612H	Ortronics	ea	\$ 118.61	no substitute allowed

PP600	Patch Panel 12 port CAT5e Wall mount 66 body	PMP5e1289	Ortronics	ea	\$ 74.87	no substitute allowed
PP700	Rack Horz ca mgr 1U black 3.5" rings	34-208010	Gruber	ea	\$ 27.55	Or Equivalent provide specs
PP800	Rack Horz ca mgr 2U black 3.5" rings	34-207001	Gruber	ea	\$ 38.08	Or Equivalent provide specs
PP900	Rack Horz ca mgr 2U black 2" rings	OR-808044916	Ortronics	ea	\$ 57.63	Or Equivalent provide specs

Patch Cords

PC100	Patch cord CAT 5e - 1.5' - RJ45 - any color	551-110-1.5	Legrand	ea	\$ 3.52	USA made provide specs
PC200	Patch cord CAT 5e - 03' - RJ45 -any color	551-110-003	Legrand	ea	\$ 3.80	USA made provide specs
PC300	Patch cord CAT 5e - 05' - RJ45 - any color	551-110-005	Legrand	ea	\$ 4.06	USA made provide specs
PC400	Patch cord CAT 5e - 07' - RJ45 - any color	551-110-007	Legrand	ea	\$ 4.42	USA made provide specs
PC500	Patch cord CAT 5e - 14' - RJ45 - any color	551-110-014	Legrand	ea	\$ 5.32	USA made provide specs
PC600	Patch cord CAT 5e - 25' - RJ45 - any color	551-110-025	Legrand	ea	\$ 6.77	USA made provide specs
PC700	Patch cord CAT 5e - 50' - RJ45 - any color	551-110-050	Legrand	ea	\$ 10.09	USA made provide specs
PC800	Patch cord CAT 6 - 03' - RJ45 - any color	541-110-003	Legrand	ea	\$ 4.68	USA made provide specs
PC900	Patch cord CAT 6 - 05' - RJ45 - any color	541-110-005	Legrand	ea	\$ 4.95	USA made provide specs
PC1000	Patch cord CAT 6 - 07' - RJ45 - any color	541-110-007	Legrand	ea	\$ 5.33	USA made provide specs
PC1100	Patch cord CAT 6 - 07' - RJ45 - any color	541-110-007	Legrand	ea	\$ 5.33	USA made provide specs
PC1200	Patch cord CAT 6 - 14' - RJ45 - any color	541-110-014	Legrand	ea	\$ 6.34	USA made provide specs
PC1300	Patch cord CAT 6 - 25' - RJ45 - any color	541-110-025	Legrand	ea	\$ 7.96	USA made provide specs
PC1400	Patch cord CAT 6 - 50' - RJ45 - any color	541-110-050	Legrand	ea	\$ 11.58	USA made provide specs

UTP cable

UT100	Cable 4 pair CAT5e/350 CMR - 1000' Box Yellow	Lanmark350	Berk-Tek	1000 ft.	\$ 137.23	Or Equivalent provide specs
UT200	Cable 4 pair CAT5e/350 CMR - 1000' Box Yellow	Cobra 5e 52-240-65	Superior Essex	1000 ft.	\$ 138.57	Or Equivalent provide specs
UT300	Cable 4 pair CAT5e/350 CMP - 1000' reel yellow	Lanmark350	Berk-Tek	1000 ft.	\$ 242.67	Or Equivalent provide specs
UT400	Cable 4 pair CAT5e/350 CMP - 1000' reel yellow	Cobra 5e 52-241-68	Superior Essex	1000 ft.	\$ 228.57	Or Equivalent provide specs
UT500	Cable 4 pair CAT6 CMR - 1000' Box Blue	Lanmark 1000	Berk-Tek	1000 ft.	\$ 190.67	Or Equivalent provide specs
UT600	Cable 4 pair CAT6 CMR - 1000' Box Blue	DataGain 6 66-240-2A	Superior Essex	1000 ft.	\$ 194.29	Or Equivalent provide specs
UT700	Cable 4 pair CAT6 CMP - 1000' Box Blue	Lanmark 1000	Berk-Tek	1000 ft.	\$ 349.56	Or Equivalent provide specs
UT800	Cable 4 pair CAT6 CMP - 1000' Box Blue	DatatGain 6 66-240-2B	Superior Essex	1000 ft.	\$ 328.58	Or Equivalent provide specs

Coax

CX100	Coax RG6U Plenum coax white 1000'	RG6U-NP-60-FA-WH-FN-R-CMS	Comscope	1000 ft.	\$ 86.54	Or Equivalent provide specs
CX200	Coax RG6U non-plenum coax 1000'	RG6U-P-60-FA-TC-R-CMS	Comscope	1000 ft.	\$ 411.80	Or Equivalent provide specs

CX300	Coax RG59 w/ 18/2 plenum coax 1000'	RG59U-P-AQ-TC-R-CMS	Comscope	1000 ft.	\$ 573.33	Or Equivalent provide specs
Fiber Optics						
FO100	FO Patch Cord duplex 7/125 LC/LC 3M	820-LL7-009	Legrand	ea	\$ 31.38	USA made provide specs
FO200	FO Patch Cord duplex 50/125 LC/LC 3M	842-LL2-009	Legrand	ea	\$ 26.16	USA made provide specs
FO300	FO Patch Cord duplex 62/125 LC/LC 3M	820-LL2-009	Legrand	ea	\$ 25.57	USA made provide specs
FO400	FO cable 6 strand SM indoor/outdoor	006EWF-T4101D20	Corning	ft	\$ 870.92	Or Equivalent provide specs
FO500	FO cable 6 strand 50um indoor/outdoor	006SWF-T4180D20	Corning	ft	\$ 1,680.38	Or Equivalent provide specs
FO600	FO cable 12 strand SM indoor/outdoor	012EWF-T4101D20	Corning	ft	\$ 876.58	Or Equivalent provide specs
FO700	FO cable 12 strand 50um indoor/outdoor	012SWF-T4180D20	Corning	ft	\$ 2,502.70	Or Equivalent provide specs
FO800	FO cable 24 strand SM indoor/outdoor	024EWF-T4101D20	Corning	ft	\$ 1,050.17	Or Equivalent provide specs
FO900	FO cable 24 strand 50um indoor/outdoor	024SWF-T4180D20	Corning	ft	\$ 4,364.11	Or Equivalent provide specs
FO1000	FO cable 48 strand SM indoor/outdoor	048EWF-T4101D20	Corning	ft	\$ 1,414.67	Or Equivalent provide specs
FO1100	FO cable 96 strand SM indoor/outdoor	096EWF-T4101D20	Corning	ft	\$ 2,405.17	Or Equivalent provide specs
FO1200	FO connector LC 7 SM Unicam composite	95-200-99	Corning	ea	\$ 17.25	Or Equivalent provide specs
FO1300	FO Connector LC 50um Unicam composite	95-200-99	Corning	ea	\$ 14.46	Or Equivalent provide specs
FO1400	FO Fan out kit fiber optic 6 fibers 36" 900um	FAN-BT36-06	Corning	ea	\$ 13.69	Or Equivalent provide specs
FO1500	FO Fan out kit fiber optic 12 fibers 36" 900um	FAN-BT36-12	Corning	ea	\$ 16.28	Or Equivalent provide specs
FO1600	FO Patch Panel rack mount 1U connector panel w/o inserts	CCH-01U	Corning	ea	\$ 199.68	Or Equivalent provide specs
FO1700	FO Patch Panel rack mount 2U connector panel w/o inserts	CCH-02U	Corning	ea	\$ 237.43	Or Equivalent provide specs
FO1800	FO Patch Panel rack mount 4U connector panel w/o inserts	CCH-04U	Corning	ea	\$ 302.54	Or Equivalent provide specs
FO1900	FO Patch Panel Wall mount enclosure 19" 2U empty	WCH-02P	Corning	ea	\$ 80.91	Or Equivalent provide specs
FO2000	FO LC connector panel w/06 LC composite SM inserts	CCH-CP06-A9	Corning	ea	\$ 50.86	Or Equivalent provide specs
FO2100	FO LC connector panel w/12 LC composite SM Inserts	CCH-CP12-A9	Corning	ea	\$ 89.75	Or Equivalent provide specs
FO2200	FO LC connector panel w/06 LC composite 50um inserts	CCH-CP06-E4	Corning	ea	\$ 45.77	Or Equivalent provide specs
FO2200	FO LC connector panel w/12 LC composite 50um inserts	CCH-CP12-E4	Corning	ea	\$ 79.57	Or Equivalent provide specs
FO2300	FO Inner Duct 1" white corrugated w/rope CMP	CF4X1C-xxxx	Carlton	ft	\$ 1.91	Or Equivalent provide specs
FO2400	FO Inner duct 1" for UG application w/ pull rope	DF4X1C-xxxx	Carlton	ft	\$ 0.60	Or Equivalent provide specs
Blocks & Protectors						
BP100	Block 110 - 100 pair wiring block w/ legs Kit	OR-110ABC5E100	Ortronics	ea	\$ 42.64	no substitute allowed
Equipment Racks						
RK100	Rack wall mount vert rack 2U	11583-719	Chatsworth	ea	\$ 87.36	Or Equivalent provide specs

RK200	Rack wall mount 19" swing gate - black - 24" deep 21U	11791-725	Chatsworth	ea	\$ 336.80	Or Equivalent provide specs
RK300	Rack wall mount 19" swing gate - black - 24" deep 41U	11792-725	Chatsworth	ea	\$ 448.79	Or Equivalent provide specs
RK400	Rack wall mount heavy duty kit	12795-701	Chatsworth	ea	\$ 93.33	Or Equivalent provide specs
RK500	Rack cabinet wall mount 36"h x 24"w x 25"d	EWMW362425	Hoffman	ea	\$ 717.81	Or Equivalent provide specs
RK600	Rack cabinet wall mount 72"h x 24"w x 25"d	EWMW722425	Hoffman	ea	\$ 1,287.79	Or Equivalent provide specs
RK700	Rack cabinet fan kit for EWMW racks	EDMF2	Hoffman	ea	\$ 127.49	Or Equivalent provide specs
RK800	Rack 19" x 84" x 3" channel 2 post	46353-703	Chatsworth	ea	\$ 255.03	Or Equivalent provide specs
RK900	Rack 19" x 7' x adjustable depth - 4 post black 45U	15211-703	Chatsworth	ea	\$ 492.43	Or Equivalent provide specs
RK1000	Rack ground bar	10610-019	Chatsworth	ea	\$ 53.69	Or Equivalent provide specs
RK1100	Ground bus	GB114212N	Harger	ea	\$ 64.05	Or Equivalent provide specs
RK1200	Rack cable manager two side ca. Trough 6" blk	11729-703	Chatsworth	ea	\$ 372.76	Or Equivalent provide specs
RK1300	Rack cable manager ca. Trough cover plastic	12188-001	Chatsworth	ea	\$ 181.52	Or Equivalent provide specs
RK1400	Rack cable manager ca. Trough cover metal	12664-701	Chatsworth	ea	\$ 101.97	Or Equivalent provide specs
RK1500	Rack Shelf 19"x15" black vented	40117-719	Chatsworth	ea	\$ 117.83	Or Equivalent provide specs
RK1700	Rack Shelf CPU black 2 post vented	11231-719	Chatsworth	ea	\$ 166.13	Or Equivalent provide specs
RK1800	Rack shelf adjustable 4 post 24" to 36" 200lbs	14072-719	Chatsworth	ea	\$ 134.10	Or Equivalent provide specs
RK1900	rack runway 12"x9'11.5" black	10250-712	Chatsworth	ea	\$ 83.40	Or Equivalent provide specs
RK2000	rack runway corner bracket	11959-715	Chatsworth	ea	\$ 74.46	Or Equivalent provide specs
RK2100	rack runway wall mount bracket 12"	11421-712	Chatsworth	ea	\$ 21.48	Or Equivalent provide specs
RK2200	Rack runway wall angle support kit 12"	11312-712	Chatsworth	ea	\$ 53.50	Or Equivalent provide specs
RK2300	rack runway to rack mounting plate 3"	10595-712	Chatsworth	ea	\$ 29.52	Or Equivalent provide specs
RK2400	rack runway to cabinet mounting brackets 12"	10506-712	Chatsworth	ea	\$ 70.17	Or Equivalent provide specs
RK2500	rack runway to cabinet mounting brackets 6"	10506-706	Chatsworth	ea	\$ 33.66	Or Equivalent provide specs
RK2600	Rack runway protective end caps	10642-001	Chatsworth	ea	\$ 6.49	Or Equivalent provide specs
RK2700	rack runway retaining post 8"h	10596-708	Chatsworth	ea	\$ 20.92	Or Equivalent provide specs
RK2800	Rack runway butt splice kit	11301-701	Chatsworth	ea	\$ 8.37	Or Equivalent provide specs
RK2900	rack runway butt splice kit 45 degree	11311-001	Chatsworth	ea	\$ 24.67	Or Equivalent provide specs
RK3000	Rack runway corner splice	11302-701	Chatsworth	ea	\$ 8.74	Or Equivalent provide specs
RK3100	Rack runway corner splice adjustable	10616-701	Chatsworth	ea	\$ 45.64	Or Equivalent provide specs

RK3200	rack runway J-bolt kit	11308-701	Chatsworth	ea	\$ 3.73	Or Equivalent provide specs
RK3300	rack runway feet	11309-701	Chatsworth	ea	\$ 27.79	Or Equivalent provide specs
RK3400	rack runway radius drop cross member	12100-712	Chatsworth	ea	\$ 28.28	Or Equivalent provide specs

Cable tray

CT100	Cable tray 2"h x 12"w x 10'l zinc	CF54/300EZ	Cablofil	ea	\$ 81.12	Or Equivalent provide specs
CT200	Cable tray 2"h x 6"w x 10'l zinc	CF54/150EZ	Cablofil	ea	\$ 66.82	Or Equivalent provide specs
CT300	Connectors (50 per bag) zinc	SWKEZ	Cablofil	bg	\$ 69.76	Or Equivalent provide specs
CT400	Corner zinc	EZT90KIT EZ	Cablofil	ea	\$ 17.98	Or Equivalent provide specs
CT600	single rod hanger zinc	FASPCH150 PG	Cablofil	ea	\$ 6.63	Or Equivalent provide specs
CT700	single rod hanger zinc	FASPCH200 PG	Cablofil	ea	\$ 9.80	Or Equivalent provide specs
CT500	single rod hanger zinc	FASPCH300 PG	Cablofil	ea	\$ 11.14	Or Equivalent provide specs
CT1000	Wall bracket for 6"	FASL150PG	Cablofil	ea	\$ 5.67	Or Equivalent provide specs
CT900	Wall bracket for 8"	FASP200PG	Cablofil	ea	\$ 5.60	Or Equivalent provide specs
CT1100	Wall bracket for 12"	FASL300PG	Cablofil	ea	\$ 9.52	Or Equivalent provide specs
CT1200	Wall mount brackets	FV1PG	Cablofil	ea	\$ 5.94	Or Equivalent provide specs
CT1300	Cable drop out 4"	CABLEXIT100PG	Cablofil	ea	\$ 5.71	Or Equivalent provide specs
CT1400	Hangers 12"	FASP400PG	Cablofil	ea	\$ 10.15	Or Equivalent provide specs
CT1500	Hangers 8"	FASP300PG	Cablofil	ea	\$ 8.41	Or Equivalent provide specs

Network Equipment

NE100	Switch 10/100/1000 8 port managed POE 1920-08G-POE+	JG922A	HP	ea	\$ 395.83	no substitute allowed
NE200	Switch 10/100/1000 24 port managed POE 1920-24G-POE+	JG926A	HP	ea	\$ 830.52	no substitute allowed
NE300	Switch 10/100/1000 24 port managed POE 1950-24G-2SFP+-2XGT-POE+	JG962A	HP	ea	\$ 1,126.62	no substitute allowed
NE400	Media Converter SC to TX 100Base SM	AT-MC103XL-10	Allied Telesis	ea	\$ 364.02	no substitute allowed
NE500	Access point	AP55	Sophos	ea	\$ 345.30	no substitute allowed
NE600	Access point	AP55C	Sophos	ea	\$ 344.69	no substitute allowed
NE700	Access point	AP100	Sophos	ea	\$ 750.06	no substitute allowed
NE800	Access point	AP100C	Sophos	ea	\$ 750.00	no substitute allowed
NE900	PDU - 110v20a	PDU1220	Tripp Lite	ea	\$ 108.49	no substitute allowed
NE1000	Network Surge suppresser - 8 outlet - 4 filter banks	ISOBAR 8 ultra	Tripp Lite	ea	\$ 57.71	no substitute allowed
NE1100	UPS smartpro 1000 tower	SU1000XLA	Tripp Lite	ea	\$ 510.92	no substitute allowed

NE1200 UPS smartpro 1500 rackmount 2U	SMART1500LCD	Tripplite	ea	\$ 227.87	no substitute allowed
NE1300 UPS smartpro 1500 rackmount 2U	SMART1500RM2U	Tripplite	ea	\$ 576.94	no substitute allowed
NE1400 UPS smartpro 1500 rackmount 2U	SMART1500RMXL2UA	Tripplite	ea	\$ 636.28	no substitute allowed
NE1500 UPS smartpro 2200 rackmount 2U	SMART2200RMXL2U	Tripplite	ea	\$ 908.87	no substitute allowed
NE1600 UPS smartpro 3000 rackmount 2U	SMART3000RMXL2U	Tripplite	ea	\$ 1,032.11	no substitute allowed
NE1700 UPS network card	SNMPWEBCARD	Tripplite	ea	\$ 223.68	no substitute allowed

AV Equipment

AV100 LCD wall mount bracket	PA730-S	Paramount	ea	\$ 41.82	no substitute allowed
AV200 Projector	IN2128HDA	InFocus	ea	\$ 872.95	no substitute allowed
AV300 Projector mounting kit	PRJ-PLTB	InFocus	ea	\$ 99.02	no substitute allowed
AV400 Projector ceiling mount	PRJ-MNT-UNIV	InFocus	ea	\$ 121.79	no substitute allowed
AV500 Projector adjustable extension arm 6-9"	PRJ-EXTARM-01	InFocus	ea	\$ 54.53	no substitute allowed
AV600 Projector adjustable extension arm 24-36"	PRJ-EXTARM-05	InFocus	ea	\$ 98.69	no substitute allowed
AV700 Screen 8' x 10'	40268	Da-Lite	ea	\$ 520.20	no substitute allowed
AV800 Screen wall mount brackets	40932	Da-Lite	ea	\$ 16.78	no substitute allowed

Fire Stops

FS100 Fire stop Smooth Penetrator 1"	SP-1	Unique	ea	\$ 19.50	Or Equivalent provide specs
FS200 Fire stop Smooth Penetrator 2"	SP-2	Unique	ea	\$ 28.60	Or Equivalent provide specs
FS300 Fire stop Smooth Penetrator 4"	SP-4	Unique	ea	\$ 58.50	Or Equivalent provide specs
FS400 Fire stop Threated Penetrator 1"	TP-1	Unique	ea	\$ 39.00	Or Equivalent provide specs
FS500 Fire stop Threated Penetrator 2"	TP-2	Unique	ea	\$ 58.50	Or Equivalent provide specs
FS600 Fire stop Threated Penetrator 4"	TP-4	Unique	ea	\$ 91.00	Or Equivalent provide specs

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

ATTACHMENT C
EQUIPMENT COSTS

The rates shown on attachment C include the unit price for any major equipment required for a project.

Hourly Rate	Hourly Rate
Pick-up Truck	\$ 16.22
1-1/2 Ton Utility Truck	\$ 23.17
Dump Truck	\$ 23.69
Dump Truck Tandem Axle	\$ 37.09
Cable Splicers Bucket Truck	\$ 24.15
Telsta - Construction - T40	\$ 33.93
Digger Truck - Hydraulic	\$ 33.93
Vacuum Excavator Truck	\$ 54.00
Boom Truck	\$ 43.18
Rodding Truck	\$ 34.50
Tractor and Trailer	\$ 75.31
6 and 8 wheel Tag-along Trailer	\$ 5.58
Small Utility Trailer	\$ 3.97
Pole/Cable Combination Trailer	\$ 4.03
Hydraulic Cable Trailer - Truco	\$ 5.41
JD450 or equivalent with plow	\$ 44.39
JD850 or equivalent with plow	\$ 62.10
Vibratory Drop Plow	\$ 23.00
Trencher/Plow 40-60HP	\$ 32.55
Trencher/Plow 60+HP	\$ 37.78
Backhoe JD310 or equal	\$ 32.09

BH JD310 w/hyd. Hammer	\$ 41.10
Trackhoe - JD 490	\$ 54.45
Trackhoe-JD 490 w/hammer	\$ 83.38
Boring Machine - 4" - Push Machine	\$ 18.40
Air Comp to 185cfm with tools	\$ 16.10
Air Comp 185cfm to 600cfm with tools	\$ 32.28
Wacker - Tamper	\$ 12.36
Roller - Small	\$ 12.65
Water Pump - Generator – Manhole Blower	\$ 4.08
Hogg Davis Power Trailer or equal	\$ 13.80
Concrete Saw	\$ 9.20
Core Drill	\$ 9.20
Arrow Board	\$ 12.48
Hydraulic Capstan	\$ 7.71
Chipper	\$ 14.20
Farm tractor w/accessories	\$ 18.98
Fusion Machine	\$ 15.87
OTDR / Power Meter	\$ 18.52
Manhole Gas Tester	\$ 5.18
Vermeer 24x40 (Drill & Truck)	\$ 143.75
Vermeer 7x11A (Drill & Truck)	\$ 78.20
Vermeer 18x22 (Drill & Truck)	\$ 126.50

Vermeer D80	\$ 115.00
Welding Machine	\$ 6.90
Power Bucket	\$ 62.68
Skid Steer	\$ 20.70
Skid Steer - Milling Machine	\$ 27.60
Paver	\$ 18.92
4 Wheeler	\$ 8.34
Blacktop Zipper	\$ 25.88
Case Wheel Loader	\$ 53.71
Cable Blowers	\$ 51.18

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

ATTACHMENT D
COMPANY INFORMATION FORM

RETURN OF THIS PAGE IS REQUIRED.

PLEASE NOTE: State Corporation Commission (SCC) registration requirements effective July 1, 2010 require that your proposal include the identification number issued by the State Corporation Commission as proof of registration or justification for non-registration, per the requirements in Sections 6.31 and 9.21. Please complete this Proof of Authority to Transact Business in Virginia form and submit it with your proposal. Failure to provide this information or providing inaccurate or purged information shall result in your proposal being rejected.

State Corporation Commission Form

Virginia State Corporation Commission (SCC) Registration Information

Pursuant to VPPA §2.2-4311.2, the bidder must include the following information:

- is a corporation or other business entity with the following SCC identification number:
05341128 -OR-
- is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust -OR-
- is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from bidder's out-of-state location) -OR-
- is an out-of-state business entity that is including with this proposal an opinion of legal counsel which accurately and completely discloses the undersigned bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia. Attach opinion of legal counsel to this form.
- NOTE:** Check this circle if you have not completed any of the foregoing options but currently have pending before the SCC and application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for proposals. (The Town of Front Royal reserves the right to determine in its sole discretion whether to allow such waiver).

I certify the accuracy of this information.

Signed: Robert Williams Title: Principal Date: 01/07/2016

Town of Front Royal Invitation for Bid #41
Technical Services for IT Networking and Infrastructure

ATTACHMENT E
STATE CORPORATION COMMISSION FORM

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH QUOTATION.

In compliance with this Invitation for Bid and to all the conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed quotation.

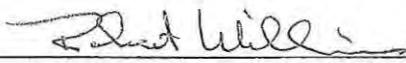
LEGAL NAME & ADDRESS OF FIRM:

Syntax Communications, Inc.

987 Auburn Court

Front Royal, VA 22630

By:



Company's Legal Name Authorized Representative - Signature in Ink

Printed Name: Robert Williams

Title: Principal

Date: 01/07/2016

Phone: 540-622-3609

Email: syntax@syntaxcomm.com

Fax: 540-636-4224

7D



**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 7(D)

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Purchase of a Pickup Truck for Water/Sewer Dept

Summary: Council is requested to approve the purchase of a 2016 Chevrolet Silverado 3500 1 ton regular cab pickup truck with options, through Virginia State Contract vendor R.K. Chevrolet, in the amount of \$41,697.40 for the Water and Sewer Maintenance Department. This vehicle will replace a 2001 Chevy 2500 HD pickup that will be pulled from service and sold during the next public auction.

Budget/Funding: The cost will be split evenly in the FY16 Water and Sewer Maintenance budget line item 9602-47005 and 9802-47005.

Attachments: Memorandums from the Purchasing Agent and Manager of Vehicle Equipment Maintenance and Contract

Meetings: None

Staff

Recommendation: Approval X Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Council approve the purchase of a 2016 Chevrolet Silverado 3500 1 ton regular cab pickup truck with options, through Virginia State Contract vendor R.K. Chevrolet, in the amount of \$41,697.40 for the Water and Sewer Maintenance Department to replace a 2001 Chevy 2500 HD pickup that will be pulled from service and sold during the next public auction.

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB



MEMORANDUM

Date: January 15, 2016
To: Tina Presley, Administrative Assistant
Jennifer Berry, Clerk of Council
From: Cindy Hartman, Purchasing Agent
RE: Agenda Item

A handwritten signature in blue ink, appearing to be "Cindy Hartman", is written over the "From:" line of the memorandum.

I have received a requisition from Don McPaters for the purchase of a new pickup truck for the Water and Sewer Maintenance Department. This truck is available through Virginia State Contract vendor R K Chevrolet, located in Virginia Beach. It will be replacing a 2001 Chevy 2500 HD pickup, which will be pulled from service to be sold during our Public Auction. The truck would be configured with a service body and a snow plow prep package. Due to the dollar amount of this purchase, and the fact that it is rolling stock, I will need Town Council approval before issuing a Purchase Order. Please add this item to the January 25, 2016 Council agenda for their action.

Staff recommends the purchase of a 2016 Chevrolet Silverado 3500 1 ton regular cab pickup truck, with options, for a delivered cost in the amount of \$41,697.40 from R K Chevrolet.

Funding for this vehicle, in the amount of \$45,000, was allocated for this purchase. The cost will be split evenly in the FY16 Water and Sewer Maintenance budgets line item 9602-47005 and 9802-47005.

MEMORANDUM

TO: Cindy Hartman, Purchasing Agent

FROM: Donald B McPaters, Manager of Vehicle Equipment Maint.

SUBJECT: Purchase of Water Sewer Maintenance Department #639 Pickup replacement. *DBM*

DATE: December 29, 2015

I am request the purchase of a pickup through the Virginia State contract for vehicle #639 a 2001 Chevy 2500 HD Pickup for this year budget. The state contract has the utility body and the pickup at a price of \$41,697.40 and they had \$45,000.00 in the budget.

Vehicle Configurator Contract #: E194-73326		QUANTITY EA Base Vehicle and Unique Options #1	QUANTITY EA Base Vehicle and Unique Options #2	QUANTITY EA Base Vehicle and Unique Options #3	QUANTITY EA Base Vehicle and Unique Options #4	QUANTITY EA Base Vehicle and Unique Options #5	QUANTITY EA Base Vehicle and Unique Options #6
eVA Commodity: Contract Line 13: 1 Ton Pickup Truck, Single Rear Wheel, Regular Cab, Long bed, Gas 4x4 Flex Fuel, eVA Vendor: RK Chevrolet		UNIT PRICE					
Base Vehicle: 2016 Chevrolet Silverado 3500		\$ 27,387.50	\$ 27,387.50	\$ -	\$ -	\$ -	\$ -
Power Windows Power Locks		\$ 655.00	\$ -	\$ -	\$ -	\$ -	\$ -
Keyless Entry; Included and required with Power Windows/Locks		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AM/FM Stereo w/ CD Player		\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -
Bedliner, Under the Rail		\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -
Snow Plow Prep Package		\$ 350.00	\$ 350.00	\$ -	\$ -	\$ -	\$ -
Gas Engine-Snow Plow		\$ 5,700.00	\$ -	\$ -	\$ -	\$ -	\$ -
Diesel Engine-Snow Plow		\$ 5,900.00	\$ -	\$ -	\$ -	\$ -	\$ -
Engine Block Heater		\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -
Heavy Duty Battery 730 CCA minimum		\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -
Privacy Glass, rear quarters and back window		\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -
Spray On Bedliner Over or Under the Rail		\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -
On/Off Road Tires		\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -
Stationary Toolbox		\$ 325.00	\$ -	\$ -	\$ -	\$ -	\$ -
Carpeting		\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -
Rear Window Defogger		\$ 95.00	\$ -	\$ -	\$ -	\$ -	\$ -
Diesel Engine Option		\$ 7,297.10	\$ 7,297.10	\$ -	\$ -	\$ -	\$ -
Reading Gooseneck platform body-removes electronic brake controller		\$ 4,929.00	\$ -	\$ -	\$ -	\$ -	\$ -
EBY Aluminum Flatbed - -removes electronic brake controller		\$ 5,624.00	\$ -	\$ -	\$ -	\$ -	\$ -
Reading SL Service Body- -removes electronic brake controller		\$ 5,979.00	\$ 5,979.00	\$ -	\$ -	\$ -	\$ -
Electronic Brake Controller - JL1		\$ 250.00	\$ 250.00	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Silver Metallic - GAN		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Summit White - GAZ		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Black - GBA		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Deep Ruby Metallic - GCE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Victory Red - GCN		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Brownstone Metallic - GWX		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paint Color Option: Tungsten Metallic - GXG		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Delivery Charges: Note-50 Miles are included in the base price of each vehicle. Only enter miles in excess of 50. Additional Cost for Delivery Beyond Included Miles at 1.80 per mile. Enter the Number of miles in excess of the included miles.		\$ 1.80	\$ 433.80	\$ -	\$ -	\$ -	\$ -
Total Cost for Each Base Vehicle Plus Options:		1 ea	#DIV/0!	1 ea	#DIV/0!	1 ea	#DIV/0!
Total Cost for All Base Vehicles Plus Options:			\$ 416,977.40	\$ 0	\$ 0	\$ 0	\$ 0

ALL STATE AGENCIES & ALL PUBLIC BODIES: NO ADDITIONAL OPTIONS MAY BE ORDERED. NO OTHER OPTIONS ARE AVAILABLE ON THIS CONTRACT. Grand Total for Order: \$ -

Enter Color and Other Information or Instructions in Yellow Block to the Right

Use this spread sheet to configure your vehicle. You will only need to use a separate column if you are ordering multiple vehicles with different options. The only thing you need to enter into the spread sheet are the quantity numbers for the base vehicle and each option you want to order. This information is entered in the yellow column. The only time you need to use more than one column is when you are ordering multiple vehicles with different options. When you are done save the spreadsheet to your hard drive. Log into to eVA. When you get to the add items page click on the non-catalog tab. Enter your description as follows. Pickup Truck(s) per contract <Enter Contract Number>. See attached spread sheet. When you get to the comments section of the requisition, check the attach comments box and select the attach file option and attach this spread sheet as your attached file.

For Dealers: This spread sheet was designed so that ordering agencies can give you a break out of vehicles for your purchase order. You need to read this spread sheet by columns. Each of the columns allows an agency to order multiple vehicles with different option packages and gives you totals for each.

291 miles Delivery - 50 miles

7E



Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 7(E)

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Resolution for Future Power Block Purchases for 2021-2024 with AMP

Summary: Council is requested to approve a Resolution authorizing the execution of the 2021-2024 Fixed Volume Energy Supply Schedule with American Municipal Power, Inc. (AMP) as presented.

Budget/Funding: None

Attachments: Resolution and Schedule

Meetings: Work Session held January 19, 2016

Staff

Recommendation: Approval X Denial

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: I move that Town Council approve the following:
Pursuant to Va. Code Section 2.2-4345.A 13. of the Virginia Public Procurement Act, and finding that the following Resolution is to purchase future electric power utility services power blocks through an association, American Municipal Power, of which the Town of Front Royal is a member, for which the association was formed and is maintained and for the purpose of promoting the interest and welfare of and developing close relationships with similar public bodies, and finding that such association has procured such electric utility services by use of competitive principles and that the Town has made a determination in advance after reasonable notice to the public and set forth in writing that competitive sealed bidding and competitive negotiation is not fiscally advantageous to the public, in that after much study by the Town there is no reasonable likelihood any other method of electric power supply would offer economies of scale or future firmness of supply or price to be reasonably competitive with American Municipal Power, the Town Council adopt the following Resolution authorizing the Execution of the 2012-2014 Fixed Volume Energy Supply Schedule With American Municipal Power, Inc. (“AMP”), Master Service Agreement associated therewith, and all other relevant and associated documents thereto. I further authorize the Mayor, the Town Manager, the Town Attorney, and the Clerk of Town Council to sign all such documents and make such clerical revisions thereto as appropriate to conform said documents to the laws of the Commonwealth of Virginia.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB

TOWN OF FRONT ROYAL, VIRGINIA

RESOLUTION/ORDINANCE NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION
OF THE 2021-2024 FIXED VOLUME ENERGY SUPPLY SCHEDULE
WITH AMERICAN MUNICIPAL POWER, INC. (“AMP”)**

WHEREAS, the Town of Front Royal, Virginia (the “Municipality”) is a political subdivision organized and existing pursuant to the laws of the state of Virginia which owns and operates an electric utility system for the sale of electric power and associated energy for the benefit of its citizens and taxpayers;

WHEREAS, in order to satisfy the electric energy requirements of its electric utility system, the Municipality has heretofore purchased economical and reliable energy from AMP, an Ohio non-profit corporation, of which the Municipality is a member, or has heretofore purchased energy arranged by AMP;

WHEREAS, the Municipality, acting individually and, along with other municipalities which own and operate electric utility systems, jointly through AMP, endeavors to arrange for reliable, reasonably priced supplies of electric energy for ultimate delivery to its customers;

WHEREAS, Municipality has executed a Master Services Agreement with AMP which sets forth the general terms and conditions for the provision of power supply and other services by AMP to the Municipality;

WHEREAS, AMP will negotiate with one or more reputable and financially sound third party power suppliers to enter into an agreement(s) to purchase electric energy in various megawatt (“MW”) or megawatt hour (“MWh”) blocks for a term beginning on January 1, 2021 and ending no later than December 31, 2024, all of which will provide an economical source of electric energy (herein “Long Term Energy Purchase(s)”) for Municipality;

WHEREAS, AMP, on behalf of the Municipality, desires to purchase from third party supplier(s) and then to resell the energy available from these Long Term Energy Purchase(s) on a long term basis to Municipality at contract cost (excluding any taxes, transmission costs, replacement energy, losses, congestion costs, security costs, or AMP service fees) not to exceed \$50.00 per MWh for 7x24 purchases;

WHEREAS, AMP, has prepared and delivered to the Municipality the form of a 2021-2024 Fixed Volume Energy Supply Schedule, pursuant to which the Municipality may purchase energy; and

WHEREAS, AMP has provided and will continue to provide appropriate personnel and information regarding the Long Term Energy Purchase(s) to the Municipality, as such officers and representatives of the Municipality deem necessary or appropriate, to enable the Municipality to evaluate the benefits and risks of the Long Term Energy Purchase(s), to take actions contemplated by the resolution hereinafter set forth and to determine that the same are in the public interest.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF FRONT ROYAL, VIRGINIA.

SECTION 1. That the form of the 2021-2024 Fixed Volume Energy Supply Schedule between this Municipality and AMP, substantially in the form attached hereto as Exhibit 1, is approved, subject to and with any and all changes provided for herein and therein.

SECTION 2. That the Town Manager be authorized to execute the 2021-2024 Fixed Volume Energy Supply Schedule and to acquire the Municipality's energy from one or more Long Term Energy Purchase(s), each with a term beginning on January 1, 2021 and ending no later than December 31, 2024, and with a third party contract price (excluding any taxes, transmission costs, replacement energy, losses, congestion costs, security costs, or AMP service fees) not to exceed \$50.00 per MWh for 7x24 purchases,

from AMP, and is further authorized to execute and deliver any and all documents necessary to participate in one or more Long Term Energy Purchase(s), pursuant to the conditions set forth herein for a term beginning on January 1, 2021 and ending no later than December 31, 2024, as set forth in the 2021-2024 Fixed Volume Energy Supply Schedule; provided, however, that (i) the total MW for all such 7x24 purchases under the 2021-2024 Fixed Volume Energy Supply Schedule shall not exceed 3 MW.

SECTION 3. That competitive bidding is not required on the Municipality's acquisition of its right to secure energy under the 2021-2024 Fixed Volume Energy Supply Schedule, and in the event any competitive bidding requirements are applicable, any such competitive bidding requirement that might otherwise be applicable, are hereby waived.

SECTION 4. That is it found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of a quorum of the Council, and that all deliberations of this Council and of any its committees that resulted in such formal action, were held in meetings open to the public, in compliance with all legal requirements.

SECTION 5. If any section, subsection, paragraph, clause or provision or any part thereof of this shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this resolution shall be unaffected by such adjudication and all the remaining provisions of this resolution shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 6. That this resolution shall take effect at the earliest date allowed by law.

APPROVED

Timothy W. Darr, Mayor

Attest:

Jennifer E. Berry, CMC, Clerk of Council

THIS RESOLUTION was approved at the Regular Meeting of the Town of Front Royal,
Virginia Town Council on _____ 2015, upon the following recorded vote:

Bébhinn C. Egger	Yes/No	Bret W. Hrbek	Yes/No
Hollis L. Tharpe	Yes/No	Eugene R. Tewalt	Yes/No
John P. Connolly	Yes/No	Daryl L. Funk	Yes/No

Approved as to Form and Legality

Douglas W. Napier, Esq., Town Attorney

Date: _____

TOWN OF FRONT ROYAL, VIRGINIA
2021-2024 FIXED VOLUME ENERGY SUPPLY SCHEDULE

AMP Contract No. _____

**A Schedule to
American Municipal Power, Inc.
and
Town of Front Royal, Virginia**

Master Service Agreement No. C-12-2007-6255

WHEREAS, the Town of Front Royal, Virginia (“Municipality”) and American Municipal Power, Inc. (“AMP”), collectively (“Parties”), have entered into a Master Service Agreement (“Agreement”) under which certain services may be provided under schedules thereto;

WHEREAS, in order to obtain economical electric energy, the Municipality desires to purchase electric energy from AMP or have AMP arrange for the same on behalf of the Municipality;

WHEREAS, AMP will negotiate with one or more reputable and financially sound third party power suppliers to enter into an agreement(s) to purchase electric energy in various megawatt (“MW”) or megawatt hour (“MWh”) blocks for a term beginning on January 1, 2021 and ending no later than December 31, 2024, all of which will provide an economical source of electricity energy (herein “Long Term Energy Purchase(s)”) for Municipality; and

NOW, THEREFORE, in consideration of the conditions, terms and covenants hereinafter contained, the Parties hereto do hereby mutually agree as follows:

ARTICLE I

TERM

Subject to the conditions contained herein, this Schedule shall be for a term beginning on January 1, 2021 and ending no later than December 31, 2024.

ARTICLE II
CONTRACT QUANTITIES AND RATE

SECTION 201 - CONTRACT QUANTITIES: For the compensation hereinafter set forth, and pursuant to the terms and conditions contained herein, AMP shall arrange for the delivery of energy to the Municipality. The Municipality shall be invoiced and responsible for paying, and AMP is entitled to receive as compensation, the following:

- A. Actual monthly transmission fees, congestion charges, ancillary services, unforced capacity charges, losses, customer charges, security costs, replacement energy, and taxes or other such costs incurred by AMP to deliver the energy to the Municipality's Delivery Point; and
- B. AMP's Service Fee B, as defined in the Agreement, for all energy sold or arranged for and delivered pursuant to this Schedule, unless the same is paid for under another power supply schedule; and
- C. The contract rates or fees that AMP pays or incurs for each MW or MWh of energy supplied to the Municipality, as set forth in Appendix A.

The Long Term Energy Purchases anticipated to be executed as transaction confirmations between AMP and third party power suppliers for the benefit of Municipality are listed in the following table. The Municipality's Authorized Representative as designated in Section 402 (or his/her designee) shall be authorized to approve purchases (and execute necessary transaction confirmations) of energy with a term beginning on January 1, 2021 and ending no later than December 31, 2024 as set forth in the table below. Additionally, the third party power supply contract prices of all energy purchases made under this Schedule (excluding any taxes, transmission costs, replacement energy,

losses, congestion costs, security costs, or AMP service fees) shall not exceed \$50.00 per MWh for 7x24 purchases.

Term	Total Planned Purchase	Description	Days/Week	Hours/Day	Supplier
Jan 2021 – Dec 2024	3 MW	7x24	Sunday – Saturday	24	TBD via steps 1 – 4 below

Section 202 – Procedures for Authorization of Energy Supply Acquisition and Sale

It is understood and anticipated that AMP may throughout the term of this Schedule, enter into energy purchase transaction confirmations or other arrangements on behalf of the Municipality, subject to the approval of Municipality’s Authorized Representative, to implement the Long Term Energy Purchases contemplated in Section 201 of this Schedule. The steps that will be followed in securing such Long Term Energy Purchases are set forth below.

At the time that AMP recommends that a Long Term Energy Purchase should be finalized, the following shall take place:

1. Authorized personnel of AMP shall confer with the Municipality’s Authorized Representative (or his/her designee) on a recorded telephone line or through E-mail, regarding AMP’s recommended Long Term Energy Purchases that meet the requirements of Section 201 and the table set forth therein prior to executing a transaction confirmation with a third party power supplier. AMP will provide power supply recommendations to Municipality’s Authorized Representative based upon the best market information available to AMP at the time any conferring takes place.

2. If the Municipality’s Authorized Representative approves AMP’s recommendation and authorizes acquisition of the Long Term Energy Purchase

over a recorded telephone line or through E-mail, then AMP shall acquire the Long Term Energy Purchase on behalf of the Municipality subject to the effective date and other terms and conditions approved by the Municipality's Authorized Representative.

3. AMP will enter into a transaction confirmation or other arrangement with the authorized and approved third party power supplier as soon as reasonably possible after approval is received as set forth above.

4. Once a Long Term Energy Purchase is finalized and transaction confirmation executed, a copy of the transaction confirmation between the supplier and AMP shall be added to Appendix A and become part of this Schedule.

5. Municipality's Authorized Representative shall execute a transaction confirmation with AMP. A copy of the Member transaction confirmation shall be added to Appendix B and become part of this Schedule.

ARTICLE III
DELIVERY POINT

The delivery point(s) for electric energy to be delivered hereunder ("Point of Delivery" or "Delivery Point") shall be the Municipality's interconnections with PJM, or its successor.

ARTICLE IV
GENERAL

SECTION 401 - FIRMNESS OF SUPPLY: Firmness of supply under this Schedule shall be equal to the firmness provided by the energy supply schedules and transmission service arrangements executed by AMP, which are utilized to provide energy under this

Schedule.

AMP's obligations hereunder are specifically dependent upon the performance of the suppliers listed in Appendix A or otherwise agreed to by the Parties. In the event of default of a power supplier (hereinafter "Supplier Default"), AMP shall provide replacement energy to Municipality and Municipality shall pay any cost difference (if any) of the replacement energy (or, if the cost of replacement energy is less, then Municipality shall pay that lower cost). Should a third party supplier default to such a degree that the agreement by and between that third party supplier and AMP is terminated, AMP shall use its best efforts to execute an alternate energy supply agreement, with another supplier unless otherwise agreed to in writing by Municipality.

Notwithstanding the foregoing, AMP agrees that it will notify Municipality promptly of any Supplier Default which may result in AMP's purchase of replacement energy for Municipality AMP also agrees that in an event of a Supplier Default, AMP shall take all appropriate legal action to enforce the terms of AMP's contracts with the defaulting supplier and/or seek appropriate damages from supplier on Municipality's behalf. Municipality is, and shall be, third party beneficiary of such legal action and will be reimbursed or credited by AMP a *pro rata* share of any net recoveries against the defaulting supplier or Municipality's increased costs occasioned by the Supplier Default, whichever is less.

Municipality specifically acknowledges that although energy made available from the supplies listed in Appendix A or otherwise agreed to by the Parties are intended to be the primary source of energy pursuant to this Schedule, AMP may, from time to time, substitute for actual delivery purposes other energy; provided that such substitute energy be of a similar firmness and reliability as that made available under the third party power supplier transaction confirmation(s) and further provided that such substitution does not result in increased costs to Municipality.

When third parties providing firm transmission service interrupt deliveries from AMP to Municipality, AMP will use commercially reasonable efforts to deliver energy across other parties' transmission systems if interruptions occur from the primary firm transmission

provider's system.

All other terms and conditions of the Agreement between AMP and the Municipality that are not consistent with the terms and conditions of this Schedule shall be applicable as if fully restated herein.

SECTION 402 – AUTHORIZED REPRESENTATIVE: The Municipality's Representative shall be the Director of Energy Resource Management or the Director's designee until modified by written notice to AMP by the Municipality.

TOWN OF FRONT ROYAL, VIRGINIA

AMERICAN MUNICIPAL POWER, INC.

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Legal Counsel

John W. Bentine, Senior VP/General
Counsel

APPENDIX A
(TO COME)

APPENDIX B (SAMPLE)

SAMPLE

AMP Contract No. C _____

_____, 2015

City of _____

_____ Main Street

_____, OH xxxxx

ATTN: _____

The purpose of this Transaction Confirmation ("Confirmation") is to confirm the written agreement reached on _____ between American Municipal Power, Inc. (AMP) and Municipality.

This Confirmation is being provided pursuant to and in accordance with the Master Service Agreement (AMP Contract Number C _____) and Schedule (AMP Contract Number C _____) dated _____ between AMP and Municipality. This constitutes part of and is subject to the terms and conditions of such Master Services Agreement and Schedule. All terms and conditions of the Master Service Agreement and Schedule in effect between the Parties shall be applicable to this Confirmation unless such term or condition is in express conflict with a term or condition of this Confirmation, in which case the term or condition of this Confirmation shall prevail.

The commercial terms of this Transaction are as follows:

Trade Date: _____

Buyer: City of _____

Seller: American Municipal Power, Inc.

Supplier: _____

Commodity: Firm Physical Power with Liquidating Damages

Term: _____

Delivery Period: _____

Hourly Schedule:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	___	___	___	___	___	___	___	___	___	___	___	___

Energy Rate: \$ _____

Delivery Point: _____

Please confirm that the aforementioned correctly sets forth the terms and conditions of our written agreement by executing and returning via facsimile to the attention of Director of Energy Marketing at (614) 540-1080.

CITY OF _____

AMERICAN MUNICIPAL POWER, INC.

By: _____ Dated: _____

By: _____ Dated: _____

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**Town of Front Royal, Virginia
Council Agenda Statement**

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Item No. 8

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Budget Amendment and Acceptance of Rebate from Moretz Consulting for Maintenance on Electric Vehicle DC Fast Charger

Summary: Last year the Town worked with Virginia Clean Cities (VCC) for a donation of a fast DC Electric Vehicle charger for the Town of Front Royal. During evaluation of the project, Town staff had concerns over the one-year warranty period. In cooperation with the partners of VCC, Nissan and Moretz Consulting, they offered the Town an allocation of \$4,000 for equipment repairs past the one (1) year standard warranty. Council is requested to approve a budget amendment in the amount of \$4,000 and subsequently accept this amount from Moretz Consulting for equipment repairs past the one (1) year standard warranty of the Electric Vehicle DC Fast Charger.

Budget/Funding: 9401-3410209 [Reimbursements]
9401-3004 [Repair & Maint contract]

Attachments: None

Meetings: None

Staff Recommendation: Approval X Denial

Proposed Motion: I move that Council approve a budget amendment in the amount of \$4,000 and subsequently accept this amount from Moretz Consulting for equipment repairs past the one (1) year standard warranty of the Electric Vehicle DC Fast Charger.

ROLL CALL VOTE REQUIRED

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB

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**Town of Front Royal, Virginia
Council Agenda Statement**

Page 1
Item No. 9

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPROVAL – Budget Amendment and Acceptance of Donation for *New Year's Eve Front Royal* Event

Summary: Council is requested to approve a budget amendment in the amount of \$100.00 and subsequently accept that amount from Ramsey Hardware as a donation for the *2015 New Year's Eve Front Royal* event.

Budget/Funding: 1000-3189913 [Donations] \$100.00
1205-5428 [Community Relations] \$100.00

Attachments: None

Meetings: None

Staff Recommendation: Approval X Denial

Proposed Motion: I move that Council approve a budget amendment in the amount of \$100.00, and subsequently accept, that amount from Ramsey Hardware as a donation for the *2015 New Year's Eve Front Royal* event.

ROLL CALL VOTE REQUIRED

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB

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**Town of Front Royal, Virginia
Council Agenda Statement**

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Item No. 10

Meeting Date: January 25, 2016

Agenda Item: COUNCIL APPOINTMENTS – Town Scholarship Committee

Summary: Council approved the implementation of the “Town of Front Royal Scholarship Program” in 2015. Applications were accepted from graduating high school seniors living in the Town limits for two (2) \$500.00 scholarships to pursue continued undergraduate or trade education at an accredited university, community college or trade school. Several applications have been received. Council is requested to appoint two members of Town Council to the Town Scholarship Committee to review the applications and select two scholarship recipients.

Budget/Funding: None

Attachments: None

Meetings: Work Session held January 19, 2016

Staff

Recommendation: Approval X Denial

Proposed Motion: I move that Council appoint Councilmen Bébhinn Egger and John Connolly to the Town Scholarship Committee.

*Note: Motions are the formal & final proposal of Council,
proposed motions are offered by Staff for guidance

*To be clear and concise, motions should be made in the positive

Approved By: SB

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