



# THE CITY OF FROSTBURG

## Mayor and Council Work Session Agenda

Tuesday, August 12, 2025 at 4:00 PM

Frostburg Municipal Center Meeting Room 100  
37 S. Broadway, Frostburg, MD 21532

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Mayor Todd J. Logsdon

Donald L. Carter, Jr., Commissioner of Finance

Nina Forsythe, Commissioner of Water, Parks and Recreation

Kevin G. Grove, Commissioner of Public Safety

Adam Ritchey, Commissioner of Public Works

**1. Call to Order**

**2. Roll Call**

**3. Council Meeting Topics**

- A. Change Order: CSO Phase XB & XC. Hayden Lindsey, Director of Public Works.
- B. Change Order: Roundabout Project. Hayden Lindsey, Director of Public Works.
- C.** Change Order: Paving of Various City Streets - Summer 2025. Hayden Lindsey, Director of Public Works.
- D.** MoneyWise Solutions: 125 Plan. Amy Phillips, CPA, Director of Finance.

**4. Other Discussion Items**

- A.** The Scoop - Wednesday, August 20th at 7:00 PM
- B.** Au Petit Demolition Update
- C.** Lions Park Concession Stand
- D.** Discussion of Cruisin' Main Street

**5. Adjournment**



June 23, 2025

Mr. Hayden Lindsey  
Director of Public Works  
City of Frostburg  
P.O. Box 440  
Frostburg, MD 21532

RE: Easement Plats Change Order  
Frostburg CSO Phase XB & XC  
SPECS Job No. 5671 & 5672

Dear Mr. Evans,

We respectfully request a change order in the amount of \$5,400.00 for the development of eighteen (18) Easement Plats (\$300.00 each) for the above-mentioned CSO phases.

Sincerely,  
SPECS, Inc.

A handwritten signature in blue ink, reading 'Raymond C. Rase'.

Raymond C. Rase, PE, RLS  
Project Manager

610 Professional Drive, Suite 108  
Gaithersburg, Maryland 20879  
Ph: (301) 637.2510  
Fax: (240) 252.5612

February 26, 2025

Habeeb Mohammed, P.E.  
Project Manager  
Brudis & Associates, Inc.  
9240 Rumsey Road, Suite C  
Columbia, Maryland 21045

E: hmohammed@brudis.com  
P: (410) 884-3607 ext. 225

Re: City of Frostburg - MD 736 Roundabout  
Frostburg, Allegany County, Maryland  
CV Job No. 20221139C.02.01

Dear Mr. Mohammed:

Pursuant to your request, we are pleased to submit our fee proposal to provide test hole services.

**Project Understanding:** BAI has been requested to provide two additional test holes for the development of the intersection of East College Avenue and Center Street in the City of Frostburg in Allegany County, Maryland. CV, Inc. is a sub to BAI and is tasked with providing Testpitting services. Following is our project understanding and scope of work. CV Inc. currently has a contract for five test holes that have not been performed yet. It is assumed that these two test holes can be performed at the same time as the previously approved five test holes in order to save on mobilization and permitting costs.

**Utility Testpits:**

CV, Inc. will conduct test pits (Quality Level A) and provide test hole reports at up to 5 locations.

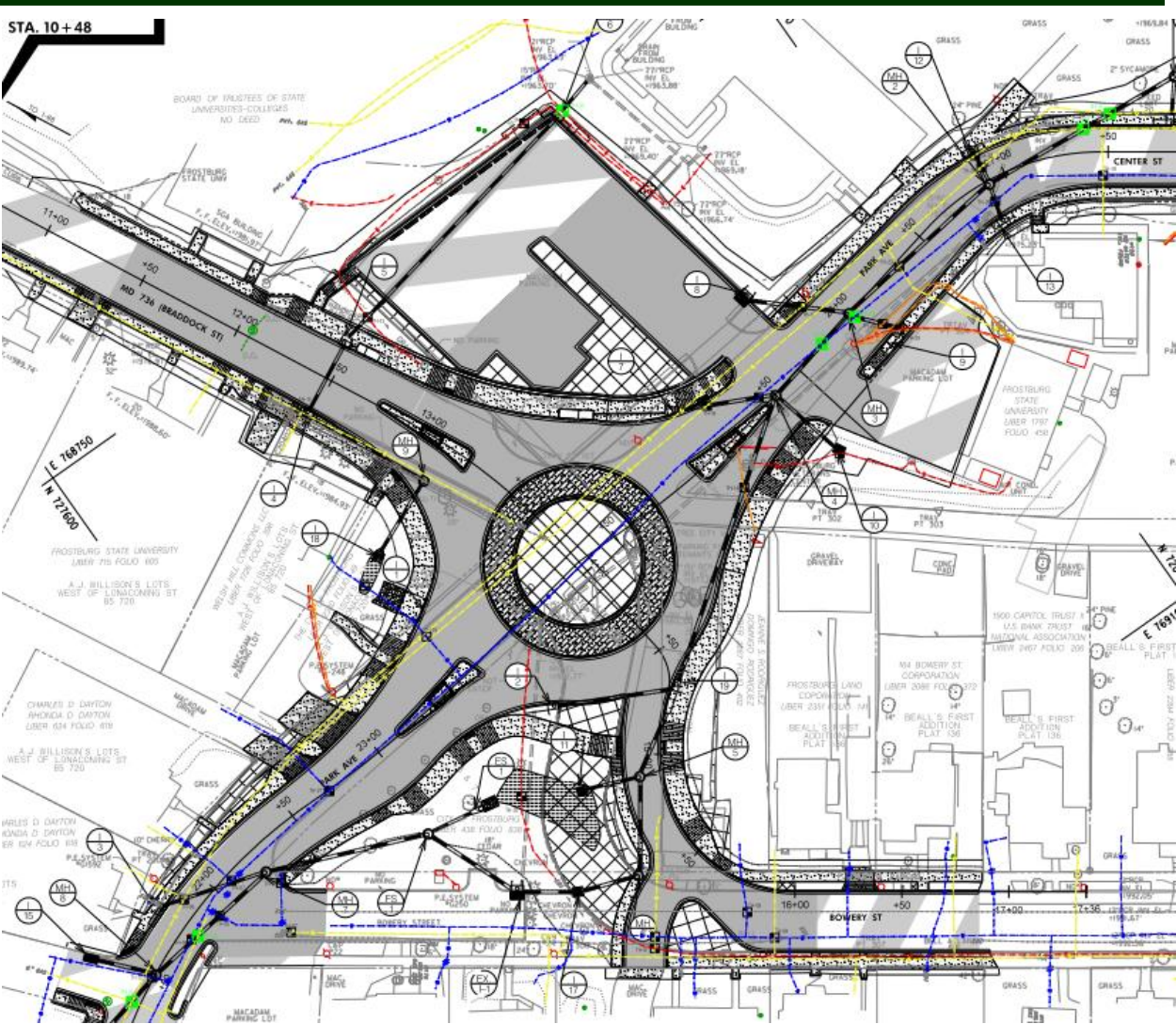
- A quantity of 2 test holes is assumed for this project (6-8' deep max)
- Client has provided finalized test hole locations with coordinates to CV, Inc.
- Apply for digging permit
- Stake out the prescribed locations in the field
- Submit Miss Utility tickets for all test hole locations and apply for utility and MOT permits
- Perform air-vac excavation to expose the target utility
- Test pits at intersection/crossing of multiple utilities will provide only the elevation and confirmation of the uppermost utility. The underlying utilities will require a separate hole to be excavated to ensure accuracy, and safety to the subject utility.
- Complete and provide individual utility test hole reports (TPR). Test hole locations will be surveyed and microstation file of the surveyed test hole locations will be provided.

Sincerely,  
**CV, INC.**



Chinmay G Vyas, PE, CFM, LEED® AP  
President

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Test Holes Locations (in Green), Including Previously-Approved 5 Test Holes

MANHOURS

Task Description	Detailed Scope	Project Manager	Highway Engineer	Hydrologic and Hydraulics Engineer	Transportation Engineer / Designer	CADD Operator/Draftsman	Land/Line Surveyor	Survey Party Chief	Survey Party Instrument Man	Survey Party Rodman	TOTAL
SURVEY/SUE		2				4	2	10	10		28
Reports	Test hole reports	2				4	2	10	10		28
	Survey Test hole Locations/Elevations	1									5
		1					2	10	10		23
TOTAL MAN-HOURS		2				4	2	10	10		28

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2022139C.02.01					
BCS 2023-01C					
Task 06	MD 736 Roundabout - Add TH				
	2/25/2025				
AVERAGE HOURLY RATES					
CLASSIFICATION	AVERAGE		MAN-HOURS	EXTENSION	
	HOURLY				
	RATE				
Project Manager	\$ 85.00	X	2 =	\$ 170.00	
CADD Operator/Draftsman	\$ 32.71	X	4 =	\$ 130.84	
Land/Line Surveyor	\$ 67.00	X	2 =	\$ 134.00	
Survey Party Chief	\$ 44.02	X	10 =	\$ 440.20	
Survey Party Instrument Man	\$ 30.75	X	10 =	\$ 307.50	
Survey Party Rodman	\$ 22.81	X	0 =	\$ -	
TOTAL			28	\$ 1,182.54	

Average Rate =

\$42.23

