

### 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

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.

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:**

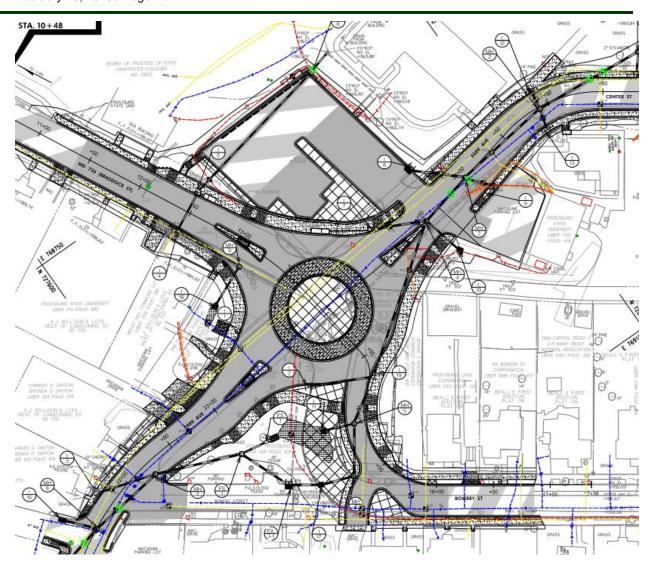
CV, Inc. will conduct test pits (Quality Level A) and provide test hole reports at up to 5 locations.

- 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



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

#### **MANHOURS**

Task Description	Detailed Scope	Project Manager	Highway Engineer	Hydrologic and Hydraulics Engineer	Transportati on Engineer / Designer	CADD Operator/Dr aftsman	Land/Line Surveyor	Survey Party Chief	Survey Party Instrume nt Man	Survey Party Rodman	TOTAL
SURVEY/SUE		2				4	2	10	10		28
1 topolio		2				4	2	10	10		28
	Test hole reports	1				4					5
	Survey Test hole Locations/Elevations	1					2	10	10		23
TOTAL MAN-HOURS		2				4	2	10	10		28

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20221139C.02.01								
BCS 2023-01C								
Task 06		36 Rour						
2/25/2025								
AVERA	AGE HOURLY RATES							
CLASSIFICATION	AVERAGE			MAN-HOURS		EXTENSION		
	HOUR	RLY						
	RATE							
Project Manager	\$	85.00	Χ	2	=	\$	170.00	
CADD Operator/Draftsman	\$	32.71	Χ	4	=	\$	130.84	
Land/Line Surveyor		67.00	Χ	2	=	\$	134.00	
Survey Party Chief		44.02	Χ	10	=	\$	440.20	
Survey Party Instrument Man		30.75	Χ	10	=	\$	307.50	
Survey Party Rodman		22.81	Χ	0	=	\$	-	
TOTAL				28		\$	1,182.54	

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# MARYLAND DEPARTMENT OF TRANSPORTATION COST AND PRICE SUMMARY - CONSULTANT SERVICES CONTRACT

Administration	on <u>City of Frostburg (SHA)</u> Consultant: <u>Brudis &amp; Associate</u>						
Project	roject MD 736 Roundabout - Add TH			Subcontractor: CV, Inc.			
Contract No. BCS 2023-01C		<u>_</u>	CV Project #	20221139C.02.0	1		
Phase or Task Fu	nction or Total Summary (If App	olicable)	Task 06				
1 Direct Labor:	28.00 Man Hours	x	\$42.23	_* Av.Hourly Rate	\$1,182.54		
2 Escalation:	% Of Item 1						
a. Direct Lab	or			Subtotal	\$1,182.54		
3 Payroll Additives: P.B. and O.H.		154.21%	_% of Item 1 &	2	\$1,823.59		
			Append Itemiz	ation			
4 Total Of Items	1, 2 and 3 Above				\$3,006.13		
5 Fixed Fee:	a. Dollar Amount to Co	r Factors		\$248.33			
	<li>b. Line 5a. Represents</li>	10% of Line 4 <b>OF</b>	1		_		
	b. Line 5a. Represents	21% of Line 2.a		21%	_		
6 Direct Expens	es: Append Justification As Ne	cessary					
a. Local Trave	I <u>100</u> miles at	\$ 0.700	Per Mile =	\$70.00	_		
	Total Direct Costs				\$70.00		
7 Subcontractor	: Separate Cost and Price Sum	nmary For Each Firr	n to be Appende	ed			
	Name			Amount			
	Total Contractors						
8 Other (Specify	<i>'</i> )						
C.	Utility Test Holes	<u> </u>		\$5,492.88	_		
	Total				\$5,492.88		
9 Total Propose	d Fee for this Task						
					\$8,817.35		
10 Will your firm	accept this Portion on a Lump	Sum Basis?		Yes	No X		
If yes, in what	amount						

Item	Units	Rate	Cost
Test Pits			
Mobilization	1	\$ 950.00	\$ 950.00
4.01 to 6.0 ft test pits	0	\$ 850.00	\$ -
6.01 to 8.0 ft test pits	2	\$1,200.00	\$2,400.00
Breaking through Asphalt Patch/Repair	2	\$ 125.00	\$ 250.00
MOT for Test Pits	1	\$1,752.88	\$1,752.88
Mileage	200	\$ 0.70	\$ 140.00
Total			\$5,492.88