



CITY OF HENDERSONVILLE CITY COUNCIL SPECIAL CALL SECOND MONTHLY MEETING

Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Wednesday, August 25, 2021 – 4:00 PM

AGENDA

1. **CALL TO ORDER**

2. **PRESENTATIONS**

A. Special Appropriations Discussion – *Adam Murr, Budget Manager*

B. Fire Station 1 Design Update – *Keith Carlyon, ADW Architects*

C. Insurance Benefit Requirements – *Kourtney Looper, WS, & Brandon Roberts, Eng*

3. **UNFINISHED BUSINESS**

4. **NEW BUSINESS**

A. Approval of Resolution Awarding Demolition Contract to Target Constructors LLC – *John Connet, City Manager*

5. **ADJOURN**

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.

City Manager Appropriation Goal : \$100,000

Special Appropriation Requests

Organization	Adopted FY20-21	Request FY21-22	Notes	Council Appropriation
Advent Health	-	-		
Agribusiness Henderson County (AgHC)	5,000	5,000	Promote economic growth in agribusiness through recruitment and retention.	
America In Bloom	-	-		
Arts Council of Henderson County, Inc.	5,000	5,000	Promote the art on main event, regionally. Goal is to bring more visitors to the event and downtown area.	
BRCC Educational Foundation, Inc.	3,500	3,500	Scholarship funding for a City resident who exhibits financial need and meets merit based requirements.	
Blue Ridge Community Health Services	10,000	10,000	Annually provide 67 homeless individuals with medical services - primary care, behavioral health, pharmacy services.	
Blue Ridge Humane	10,000	15,000	Funding will be used to provide spay/neuter surgeries to 300 city residents.	
Blue Ridge Literacy Council	1,015	1,500	Provide tutoring services to adults - funding covers learning materials: books, workbooks, and hotspots.	
Boy's & Girl's Club of Henderson County	20,000	20,000	To support community service activities, fitness programs, life skills training, and education of at-risk youth.	
Carolina Concert Choir	-	-		
Chamber of Commerce	-	-		
Children & Family Resource Center	10,000	10,000	Provide funding for staff performing developmental screenings for children ages 3-5.	
Flat Rock Playhouse (Vagabond School)	10,000	-		
Henderson County Council on Aging	5,000	7,000	Full funding would provide 5 city residents home-delivered meals for an entire year. \$5.50/meal*1272 meals = \$7,000.	
Henderson County Education Foundation	5,000	3,500	Muddy Sneakers program for 5th graders' experiential outdoors learning opportunity.	
Henderson County Heritage Museum	-	7,000	Additional mannequins to display revolutionary war materials and exhibit expansion.	
Henderson County NAACP	20,000	25,000	"Grow Our Own" scholarship to support people of color interested in becoming teachers; continue developing community relationships.	
Henderson County Young Leaders (Camplify)	2,500	2,500	To support the operation of camp programs, room and board, on-site nurses, and supplies for activities.	
Hendersonville Community Theatre	10,000	7,000	To provide a COVID-safe environment for educational experiences and live performances.	
Hendersonville Shuffleboard Club	1,200	1,200	Purchase equipment for recreational opportunities and maintain facilities.	
Hendersonville Sister Cities, Inc. (HSC)	1,500	1,150	Dues and scholarship funding.	
Hendersonville Symphony - Youth Education	5,000	3,000	Facility and production costs for orchestra grades 9-12.	
Hendersonville Symphony - Second Series	5,000	3,000	3rd and 6th grade orchestra education concerts.	
Interfaith Assistance Ministry	15,000	10,000	Crisis Services= utilities, rent, food, clothes, counseling.	
Mayor's Advocacy Council	500	500	To increase awareness and advocate to the community on disability issues.	
Medical Loan Closet of Henderson County	4,500	3,800	Support operational needs - facility sanitation.	
Mineral & Lapidary Museum	10,000	10,000	Funds requested to sustain operations in need as a result of COVID.	
Pisgah Legal Services - Domestic Violence	5,000	5,000	Legal support matched by a federal grant from the NC Governor's Crime Commission and other agencies.	
Pisgah Legal Services - Homeless Prevnt.	5,000	5,000	Legal support matched by a federal grant from the NC Governor's Crime Commission and other agencies.	
Safelight, Inc.	10,000	10,000	Survivor services, case management, court advocacy, medical advocacy, and social system navigation.	
St. Gerard House	3,500	2,000	Family Group Night and support programs for families of children with autism.	
Thrive	10,000	10,000	Staff expansion to provide greater service capacity, hire a full time financial case manager.	
Team ECCO	2,000	1,500	Classes on cyber science for all grade levels; fund the purchase of computers, programming, and educational materials.	
The Art & Inspiration Center	-	35,000	(First Application) Funds to support overhead expenses for theatrical facilities.	
The Mediation Center	1,500	1,100	Supervised child visitation, safe child exchange, other conflict resolution programs.	
True Ridge	10,000	10,000	Advocacy and translation services for legal matters related to food, housing, education, healthcare, and referral services.	
Total	214,115	276,250		-



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Adam Murr **MEETING DATE:** 08/25/2021
AGENDA SECTION: PRESENTATION **DEPARTMENT:** Administration
TITLE OF ITEM: Fire Station 1 Design Update – *Keith Carlyon, ADW Architects*

SUGGESTED MOTION(S):

N/A – Presentation Only

SUMMARY:

A presentation on the updated design for the Fire Station 1 project from ADW Architects. Staff have worked with ADW to refine plans for the new headquarters facility. ADW will share an updated design based on conversations with staff. A high-level project cost estimate will be presented.

BUDGET IMPACT: N/A

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

ADW Presentation Materials:
Design update
Cost estimate



Hendersonville Fire Station No. 1

SCHEMATIC DESIGN | AUGUST 2021

HENDERSONVILLE, NC

adwarchitects
environmentsforlife®





Option A

Hendersonville Fire Station No. 1





Hendersonville Fire Station No. 1 | Hendersonville, N.C.
Schematic Design - August 2021





Hendersonville Fire Station No. 1 | Hendersonville, N.C.
Schematic Design - August 2021





Hendersonville Fire Station No. 1 | Hendersonville, N.C.
Schematic Design - August 2021







Hendersonville Fire Station No. 1 | Hendersonville, N.C.
Schematic Design - August 2021









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CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Lu Ann Welter **MEETING DATE:** August 25, 2021
AGENDA SECTION: Presentation Only **DEPARTMENT:** Human Resources
TITLE OF ITEM, Presenter Name, Title: Insurance Benefit Requirements – Kourtney Looper, WS, & Brandon Roberts, Eng
SUGGESTED MOTION(S): None

SUMMARY:

The Wellness Committee has been working on new requirements for employees and spouses on the City's health insurance to help all understand and achieve healthy goals for life.

BUDGET IMPACT: \$

Is this expenditure approved in the current fiscal year budget? NO

If no, describe how it will be funded.

PROJECT NUMBER: N/A

PETITION NUMBER: N/A

ADDITIONAL PETITION NUMBER: N/A

PETITIONER NAME: N/A

ATTACHMENTS:

Insurance Requirements Flyer



City of Hendersonville

Insurance Benefit Requirements

January 2022

Item C.

The City of Hendersonville is committed to help you understand and achieve healthy goals for your life. To give a comprehensive look at your wellness, we encourage you to use the three categories below to measure your health, and work toward enjoying your best life. Meeting these three categories will also reduce your costs for insurance.

CITY REQUIREMENTS A

AGE APPROPRIATE PREVENTATIVE SCREENINGS

- ~Mammogram every year for women age 45 - 54 and every 2 years for women 55 or older.
- ~A pap test every 3 years for women beginning at age 21.
- ~A colonoscopy every 10 years beginning at 50 for all.

CITY REQUIREMENTS B

MEET 3 OUT OF 5 MODERATE CONTROL STANDARDS* at City sponsored screening

- ~Blood Pressure
- ~Waist circumference
- ~Cholesterol/HDL Ratio
- ~Blood Glucose
- ~Average 200 points quarterly with AccelWell

(Health coaching will be available to satisfy any missed standard.)

MEDCOST REQUIREMENTS

- ~Receive an annual physical
- ~Participate in the PCM (Personal Care Management) program if contacted by a Medcost health professional.

Below are rates, per-pay period, based on the three requirement categories above. The *Incentive Rate* is for those who meet all three categories in the blue and green boxes. The *Non-Incentive Rate* is added to the *Incentive Rate* for those not meeting requirements in the blue boxes. The *Medcost Rate* is for those not meeting the Medcost requirements in the green box and is also added to the *Incentive Rate*. **(These rates change annually in July.)**

PPO plan	INCENTIVE RATE	NON-INCENTIVE RATE	MEDCOST RATE
Employee	0.00	\$37.00	\$37.00
Spouse	\$82.13	\$32.50	\$32.50
Family plan rate	\$172.63	\$68.50	\$68.50

HSA plan	INCENTIVE RATE	NON-INCENTIVE RATE	MEDCOST RATE
Employee	0.00	\$33.50	\$33.50
Spouse	\$75.75	\$30.00	\$30.00
Family plan rate	\$159.00	\$64.00	\$64.00

Frequently Asked Questions

Item C.

Are employees required to do the on-site health assessments?

Yes, if you are on the City's health insurance program you will need to come to the City scheduled health assessments. Firefighters have their own on-site health assessments they will attend. All of this data will then go to our medical management team (PPCN) for compliance review.

Are spouses required to do the on-site health assessments?

Yes, if they are on the City's health insurance program.

If I meet all the requirements in the blue and green boxes, do I get the Incentive Rate?

Yes.

Is my spouse required to do the requirements in the blue and green boxes?

Yes, if your spouse is on the City's insurance program.

Are my children required to do the requirements in the blue and green boxes?

No, even if they are on the City's insurance program.

How long do I have to do the preventative screenings and other requirements in the blue and green boxes?

The calendar year.

If I do not meet the requirements on page 1, when would the Non-Incentive and/or Medcost Rates take effect?

The following July. (See the chart below.)

	Jan. 2021	July 2021	Dec 2021	Jan. 2022	July 2022	Dec. 2022	Jan. 2023	July 2023	Dec. 2023	Jan. 2024	July 2024	Dec. 2024
Time to meet requirements												
Rate changes												

Red - 2021; Black - 2022; Yellow - 2023

What are the Moderate Control Standards listed in the second blue box, page 1?

Risk Factors	Moderate Control Standards*
Blood Pressure	< 140/90 or decrease by 10%
Waist Circumference	<= 35" (female) or <= 40" (male) or decrease by 5%
Blood Glucose	Fasting glucose < 126 or decrease by 10% OR A1C < 7.0%
Cholesterol/HDL Ratio	< 4 or decrease by 10%

If I cannot meet one or more of the Moderate Control Standards, what are my options?

You can meet with a health coach at our Pardee@Work Clinic to learn ways to improve your health numbers. This health coach may meet with you several times. Once you've completed their coaching, Pardee will contact our medical management team that you have fulfilled that requirement.

As a new hire, do I have to meet these requirements?

If you were hired before July 1, yes, you are responsible to meet the requirements which will determine your insurance rate. If hired after July 1, you have the following calendar year to meet the requirements.

In addition to the on-site health assessments, can I still go to my doctor for an annual physical?

Yes, there is no co-pay for a physical with any provider.

Can my spouse be part of the AccelWell Wellness program?

Not at this time.

NOTICE REGARDING WELLNESS PROGRAM

The City of Hendersonville employee wellness program is a voluntary wellness program available to all employees. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program, you will be asked to complete an annual physical or biometric screening and age appropriate cancer screenings (e.g. PAP, Mammogram, Colonoscopy) per the American Cancer Society guidelines. You are not required to participate in the wellness program. However, employees who choose not to participate in the wellness program will incur a disincentive charge.

However, employees who choose to participate in the wellness program and complete its requirements will receive an incentive of a reduction (to \$0.00) of their employee (not spouse or family) health insurance expense.

If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn the incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting Jennifer Harrell at 828-697-3003 or Deanna Van Wyk at 828-692-3020 and we will work with you and, if you wish, your doctor to find a wellness program with the same reward that is right for you in light of your health status.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the City of Hendersonville may use aggregate information it collects to design a program based on identified health risks in the workplace, the City does not receive any of your personal information.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Jennifer Harrell at 828-697-3003 or Deanna Van Wyk at 828-692-3020



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet **MEETING DATE:** 8/25/2021
AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Administration
TITLE OF ITEM: Approval of Resolution Awarding Demolition Contract to Target Constructors LLC – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that the City Council adopt the resolution awarding the demolition contract to Target Constructors, LLC

SUMMARY:

The City advertised for bids to remove the buildings on the parking deck site. Four bids were submitted and Target Contractors, LLC were the low bidder. Staff recommends awarding the demolition contract to Target Constructors, LLC.

BUDGET IMPACT: \$86,981

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

Resolution

Award Recommendation

Resolution #__-____

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL ACCEPTING
DEMOLITION BIDS AND AWARDING CONTRACT TO TARGET CONTRACTORS, LLC
IN THE AMOUNT OF \$86,981**

WHEREAS, City Council has determined that a downtown parking deck is needed provide sufficient parking in downtown Hendersonville; and

WHEREAS, the City solicited bids for demolition of buildings and improvements on the parking deck site; and

WHEREAS, the City received four bids for demolition activities; and

WHEREAS, the City made a good faith effort to solicit proposals from historically underutilized businesses; and

WHEREAS, Target Contractors, LLC were the lowest qualified bidders.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hendersonville, North Carolina that:

1. The City of Hendersonville accepts Target Contractors, LLC bid in the amount of \$86, 981 for demolition of structures and improvements on the parking deck site.
2. The City Manager and City Attorney are authorized to negotiate and execute a final contract with Target Contractors, LLC for demolition of the structures and improvements on the downtown parking deck site.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 25th day of August, 2021.

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Angela L. Reece, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney



August 13, 2021

City of Hendersonville
160 Sixth Avenue East
Hendersonville, NC 28792

Attention: Mr. John Connet via email: jnconnet@hvlnc.gov
City Manager

Reference: **Bid Review and Recommendation for Demolition and Abatement of Asbestos
Church Street Parking Deck Properties**
Hendersonville, North Carolina
S&ME Project No. 1441-19-037

Dear Mr. Connet:

S&ME, Inc. (S&ME) is engaged as the City of Hendersonville's Engineering Consulting firm (ENGINEER) for the procurement of the Demolition and Abatement of the Church Street Property located in Hendersonville, North Carolina.

At your request, S&ME is providing this letter summarizing our review of bids and our recommendation for the City to enter into a contract with a firm to supply the necessary install labor, equipment, parts, materials, and other work incidental for the Demolition and Abatement of the Church Street Buildings. Based on the criteria presented in this letter we recommend that the City enter into a contract with *Target Contractors, LLC* to perform the required demolition and abatement of the structures at the site. Refer to **Tables 1 and 2** for a summary of the bids and a bid compliance checklist.

◆ DESCRIPTION OF BID PROCUREMENT

In July 2021, on behalf of the City of Hendersonville, S&ME, Inc. solicited sealed bids for the Demolition and Abatement of the Church Street Properties located at 305 Williams Street, Hendersonville, North Carolina. The Request for Proposals (RFP) included engineering plans and technical specifications, prepared by S&ME. The RFP also included additional decision-making criteria related to the bidding contractors' qualifications (licenses, experience, references, schedule, etc.).

A pre-bid meeting was held on July 13, 2021. Sealed bids were received by John Connet, City Manager, on August 3, 2021, until 2:00 p.m. Four (4) bids were submitted in response to the RFP.

◆ BID REVIEW

S&ME, Inc. reviewed the four bids received by the City and found them to be generally responsive to the bidding requirements of the RFP. Bid amounts were as follows:

\$86,981	- Target Contractors, LLC
\$122,640	- 4 Seasons Demo
\$119,112	- Jones Constructions Enterprises
\$499,980	- Rock Creek Grading, LLC

In addition to the bid amount, the bidders' commitment to execute the project as described by the technical specifications in the RFP, the bidders' experience, and the bidders' proposed schedule included with each bid was considered. Based on the bid amounts, and other requirements set forth in the RFP, S&ME recommends Target Contractors, LLC be awarded the project. Target has demonstrated that the company and its proposed offering for the demolition and abatement of the Church Street Property, meets the following criteria:

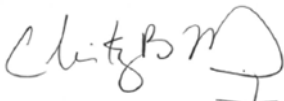
- S&ME's engineering specifications for equipment, materials and procedures as set forth in the City Request for Proposal dated July 2021.
- Necessary bid forms associated with the company's bid, including the Bidder Qualification Form, Bid Form, have been signed by Target Contractors, LLC.
- With their bid, Target's anticipated project completion is 60 days following contracting.

◆ CLOSING

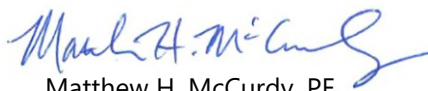
We believe bids for the abatement and demolition services at the Church Street Property were obtained in a manner consistent with City of Hendersonville's purchasing policy resulting in a competitive offering of the materials and services needed for this project. Based on the criteria presented in this letter, we recommend the City enter into contract with **Target Contractors, LLC**.

S&ME appreciates the opportunity to be of service to the City of Hendersonville. Please contact us at (919) 872-2660 if you have any questions about the information presented.

Sincerely,
S&ME, Inc.



Christopher B. Murray, CIH, CSP
Principal Industrial Hygienist
cbmurray@smeinc.com



Matthew H. McCurdy, PE
Principal Engineer
mmccurdy@smeinc.com

Attachments: Table 1 - Tabulation of Construction Bids
Table 2 - Review of Bid Submittals for Accuracy, Completeness & Bidder Qualifications

TABLE 1 - TABULATION OF CONSTRUCTION BIDS
Hendersonville Demolition and Abatement - Church Street Property
Hendersonville, North Carolina
S&ME Project No. 1441-19-037

Prepared By: C. Murray
Date Prepared: 08/04/2021

					4 Seasons		Rock Creek		Target Contractors		Jones Co
Item No.	Item	Engineer's Quantity Estimate	Units	Payment Basis	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price
Church Street Buildings											
1.	Demolition, Excavation, Backfill, Grading and Restoration	1	EA	LS	\$66,829	\$66,829	\$452,000	\$452,000	\$55,381.45	\$55,381.45	\$86,000
2.	2' x 2' Ceiling Tile	100	SF	LS	\$3.30	\$330	\$20	\$2,000	\$2.10	\$210.00	\$3
3.	9" x 9" Brown FTM	3000	SF	LS	\$3.60	\$10,800	\$2	\$6,000	\$2.00	\$6,000.00	\$2
4.	Sheet flooring - Brown and Tan	160	SF	LS	\$5.50	\$880	\$10	\$1,600	\$2.15	\$344.00	\$5
5.	White Sink Coating	4	SF	LS	\$13.75	\$55	\$1,000.00	\$4,000	\$6.50	\$26.00	\$100.00
6.	Gray Glazing (12 windows)	144	LF	LS	\$11.00	\$1,584	\$10	\$1,440	\$5.90	\$850	\$3
7.	Rolled Asphalt Roofing	4000	EA	LS	\$3.85	\$15,400	\$2	\$8,000	\$2.10	\$8,400.00	\$2
8.	Gray/Black Flashing Mastic	500	SF	LS	\$5.50	\$2,750	\$10	\$5,000	\$3.10	\$1,550.00	\$2
9.	Silver Coating	8	SF	LS	\$5.50	\$44	\$10	\$80	\$10.30	\$82.40	\$10
10.	Textured Paint	2000	SF	LS	\$7.70	\$15,400	\$3	\$5,000	\$6.15	\$12,300.00	\$5
11.	Red Floor Tile, Mastic, Felt Paper	400	SF	LS	\$3.60	\$1,440	\$10	\$4,000	\$2.60	\$1,040.00	\$3
12.	Black Felt Paper	200	SF	LS	\$3.30	\$660	\$10	\$2,000	\$1.15	\$230.00	\$1
13.	White Pliable Caulk	40	LF	LS	\$11.00	\$440	\$10	\$400	\$2.10	\$84.00	\$10
14.	Gray Chimney Mastic	8	SF	LS	\$11.00	\$88	\$100	\$800	\$3.10	\$24.80	\$100
15.	Air Cell Insulation	20	LF	LS	\$22.00	\$440	\$100	\$2,000	\$16.50	\$330.00	\$50
16.	Contaminated Soil	25	CF	LS	\$220.00	\$5,500	\$300	\$7,500	\$5.15	\$128.75	\$100.00

TOTAL

\$122,640.00

\$501,820.00

\$86,981.00

On bid form
Variance

\$ 122,640.00
\$ -

\$ 499,980.00
\$ (1,840.00)

\$ 87,723.00
\$ 742.00

Average Bid

\$207,638

TABLE 2 - REVIEW OF BID SUBMITTALS FOR ACCURACY, COMPLETENESS & BIDDER QUALIFICATIONS
Hendersonville Demolition and Abatement - Church Street Property
Hendersonville, North Carolina

S&ME Project No. 1441-19-037

Prepared By: C. Murray
Date Prepared: 08/04/2021

ITEM No.	ITEM DESCRIPTION	4 Seasons	Target Contractors	Rock Creek	Jones Construction
1	Proposal Form	√	√	√	√
2	Summary Sheet	√	√	√	√
3	Agreement Form	√	√	√	√
4	Non-Collusion affidavit	√	√	√	√
5	Jurisdictions & trade categories licensed & qualified to DB	NC General Contractor Building Unlimited - 71764 - VALID per NC GC License website	Limited General Contractor License 79860 - VALID per NC GC License website	Limited General Contractor License 85251 - VALID per NC GC License website	Limited General Contractor License 81485 - VALID per NC GC License website
6	Insurance Carrier & Agent Name	Noble Insurance Advisors, LLC	hur Gallager Risk Management Services,	Miller Insurance Group, inc.	Main Street Insurance Group
7	Inspected the site?	√	√	√	√
8	Bid Form	√	√	√	√
9	Addendum 1 executed	√	√	√	√
Review Comments:					
Review Notes:		√ = compliant	√ = compliant	X = non-compliant	X = non-compliant

NR = No response