AGENDA

Meeting Type	W
Date	03-02-1992
SUBJECT	

City of Charlotte, City Clerk's Office

MAYOR AND CITY COUNCIL
WORKSHOP AGENDA
MARCH 2, 1992

5:00 - 5:30 pm	M/WBE Presentation
5:30 - 6:45 pm	Executive Session*
6:45 - 7:00 pm	Dinner
7:00 - 7:15 pm	Fire Station #29 Decision
7:15 - 7:45 pm	FY93 CIP Issues
7:45 - 8:15	Airport Air Cargo Presentation
8:15	FY93 Operating Budget: Line Item Review (CMUD Example)

*Recommend adoption of a motion to recess the meeting and go into executive session for the purpose of receiving legal advice from the City Attorney regarding the M/WBE program and to consult with the City Attorney regarding potential environmental litigation as permitted by G.S. 143-215.11(a)(4).

CITY COUNCIL WORKSHOP

MINORITY AND WOMEN BUSINESS ENTERPRISE PROGRAM

Introductions	Del Borgsdorf Assistant City Manager
Legal Overview	Henry Underhill City Attorney
MWBE Plan Overview	Gregory Spearman Purchasing Director
	Elizabeth Mills MWBE Program Director
Program Management in Departments Construction Projects	Benny Aldridge Engineering Manager, Contracts Div.
	Barry Beamer CMUD Utility Construction and Materials Supervisor
Airport DBE Program	Jerry Orr Airport Manager
MWBE Advisory Committee	Barbara Freeman, Chairperson U. S. Small Business Administration
Discussion	
Executive Session	

INTRODUCTION:

The Charlotte MWBE Program is guided by performance objectives established to insure equal opportunity and access to public construction and procurement contract activity. From 1981 to 1985 the program was implemented as a "good faith effort" plan with annual goals of 10% for minority participation and 2% women-owned participation in construction projects; 3% MBE and 2% WBE participation in purchasing contracts. A staff position was created in 1984 to hire a Program Director for the MWBE Program, to develop an overall policy for certification, coordinating departmental bid and award recommendations, monitoring MWBE participation, developing systematic record-keeping and preparing reports for the City Manager.
In 1987 the City Council requested and obtained special State legislation to strengthen the Charlotte MWBE Program, and was given the authority to require sub-contracting (as necessary), and to establish MWBE goals for each construction, repair, and purchasing contract.

CITY OF CHARLOTTE
MINORITY and WOMEN BUSINESS ENTERPRISE PROGRAM

I. Organization

The City Manager is authorized to take all usual and legal administrative actions necessary to implement the program, and has designated the MWBE Program Director as the staff responsible for the City's compliance with MWBE provisions. The MWBE Program Director's duties include:

- Consulting with City Departments to determine compliance requirements, establish goals, provide technical assistance and training regarding MWBE provisions.

- Establishing certification procedures, maintaining files of City-certified MWBE bidders, and providing source lists of potential MWBE bidders to City Departments for MWBE bid solicitations.

- Providing training and technical assistance to increase MWBE bid activity, and improve bid and contract performance for MWBE bidders and potential bidders.

- Coordinating departmental MWBE activity, reporting MWBE utilization in all City contracts/projects.

- Representing the City at MWBE and related meetings.

- Providing staff resources for the MWBE Advisory committee.

The MWBE Program has two full-time staff positions in the Purchasing Department, the Program Director, and the Certification Officer. MWBE responsibilities in the operating departments are assigned to department staff by the department heads in Community Development, Engineering, Purchasing, and Charlotte-Mecklenburg Utility. One full-time staff has recently been assigned to manage the DBE (Disadvantaged Business Enterprise) Program at Charlotte Douglas International Municipal Airport.

Community Development, Transportation, and The Airport MWBE/DBE participation requirements are established by the Federal Aviation Authority, Housing and Urban Development, and Urban Mass Transit Authority, respectively. The City Council approves local goals for Disadvantaged Business Enterprise participation as required by federal codes and regulations.

Recent MWBE Bid Opportunities:

In addition to traditionally successful bid areas of office supplies, janitorial services, paper products, and in the construction trades, MWBE's have bid successfully in many new bid areas:

These include:

- Installation of Airport Baggage Conveyor Mechanical System
- Auctions
- Automatic gas refueling/dispensing system
- Automobiles
- Food service for City Auctions
- Fire Gear
- Arbitrage Service for Municipal Bonds
- Marion Diehl Center - Electrical work for swimming pool
- Transit Bus refurbishing
- Transit/Van passenger services
- City Audit Services
- Diesel fuel and gasoline

WBE Utilization

MWBE firms are competitive and have bid successfully as general contractors and sub-contractors. Records show the following MWBE participation in major construction projects:

Project	$Value	MBE%	WBE%
Charlotte Coliseum	41.4 mill.	9.0	2.0
Government Plaza	14.0	7.2	8.4
Tyvola Rd. Ext.	12.6	8.8	
54" Water Main	11.5	5.3	
Spirit Square Renovations	13.5	8.0	25.0
Hurricane HUGO	6.8	13.8	4.2
Convention Center (To Date)	2.3	8.8	67.0
24" Water Main	796,448	1.1	98.8
Irwin Creek Outfall	423,048	81.9	
McAlpine Creek Plant	17,278,000	16.3	3.7

Issues:
Economic:

Recent reductions in the number of construction projects bid by the City and the general economic slowdown have resulted in increased number of bids for City projects, and an increase in the number of new construction firms interested in bidding public works.

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General contractors are bidding more aggressively for smaller projects, and an increasing number of sub-contractors are obtaining licensing as general contractors to qualify as bidders for larger projects.

In addition, more general contractors are using their own crews to perform contracts, resulting in fewer subcontract opportunities, and more competitive bidding for the subcontracts that are available. The increase in the number of women contractors has also changed the traditional patterns of subcontracting in many construction trades. These recent developments indicate that during the 1990's the competition for city projects will continue to increase, and the amount of work typically available to MWBE firms will continue to show fewer contract awards each year until economic conditions improve.

Administrative:

The increased number of new and/or infrequent bidders requires continuous interpretation of MWBE provisions and closer monitoring of contract performance by City staff.

Public interest in two major construction projects, the Convention Center and the proposed football stadium has attracted more interest in the MWBE program than at other times in the past two years.

Recent controversy surrounding the bids for Fire Station #29 coupled with preparation for the Council's MWBE Workshop has improved consistency in staff administration, strengthened internal reporting, and enhanced internal and external communication efforts.

AVIATION DEPARTMENT
CHARLOTTE/DOUGLAS INTERNATIONAL AIRPORT
The Disadvantage Business Enterprise Program
(D B E)

CHRONOLOGICAL OVERVIEW

I. April 1979: City Council adopted an Affirmative Action Plan for the new terminal construction project. The plan set a "best faith effort" goal of 15% for minority participation.

II. Sept. 1980: To qualify for FAA Grants, City Council amended the initial plan and renamed it Airport MBE Program in accordance with Title 49 CFR Part 23. Key changes were:

1. Mandated awarding contracts to the lowest bidder responsive to MBE requirements.
2. Divided 15% goal to reflect: 14% Minority Owned Business and 1% Woman Owned Business.
3. Added M/WBE concession goal of: 1 Minority Owned Business and 1 Woman Owned Business.

III. Oct. 1980: FAA approved City's plan as the Airport MBE Program.

IV. July 1988: Change in DOT/FAA Regulations, 49 CFR Part 23, eliminated MBE and WBE distinction by combining goals into one ratio now termed "DBE".

KEY REQUIREMENTS OF AIRPORT DBE PROGRAM

1. FAA annually approves goals.
2. Federal DBE participation goals must apply in Airport construction, leasing and professional service contracts.
3. Bidders are required to demonstrate "Best Faith Efforts" as defined in 49 CFR Part 23.
4. A contractor's ability to perform work with his own forces does not exempt him from meeting DBE subcontracting goals.
5. DBE utilization & agreed price is required at time of bid.
6. Contracts are awarded to the lowest bidder meeting the minimum requirements of the DBE Plan at time of bid.
7. DBE firms must be certified under the Airport DBE Program.
8. DBE certification requires a "site-visit".
9. Leasing goals for DBE firms are based on the estimated gross receipts of all vendors during the fiscal year. The minimum goal established by the FAA is currently 10% of gross receipts.
10. Professional Service goals are based on: type of services required, availability of certified DBE firms and the extent of prime consulting and sub-consulting opportunities. The goal for professional services is 8%.

M E M O R A N D U M

TO: Del Borgsdorf, Assistant City Manager

FROM: J. W. Walton, Director
Community Development Department

DATE: February 17, 1992

SUBJECT: M/WBE Workshop Monday, 3/2/92

One of the priority goals of the Department of Housing & Urban Development is to promote the participation of minority and women owned or operated businesses in HUD funded programs. The Community Development Department, a HUD grant recipient has taken affirmative action to assure that M/WBE entrepreneurs are offered the opportunity to bid on the department's housing rehabilitation contracts.

The department recruits potential contractors as needed to meet the demands of our program by placing notices in local construction supply businesses. Those who respond are given technical assistance in meeting the eligibility requirements of the program. At this point the department does not have to recruit M/WBE entrepreneurs, they find us.

The Community Development maintains a pool of eligible M/WBE entrepreneurs. M/WBE's compose 60% of the department's active Contractor Registry.

To become an active housing rehabilitation contractor one must;

a. obtain Comprehensive Public Liability Insurance,
b. provide evidence of Workers Compensation Insurance,
c. provide a state license number,
d. grant the City permission to run a credit check on the business, and
e. provide a list of financial institutions with whom the contractor has established credit, including maximum credit line.

Attachments

ENGINEERING DEPARTMENT
M/WBE OPERATING PROCEDURES

SUBCONTRACTING OPPORTUNITIES:
DETERMINED BY REVIEW OF WORK ITEMS IN THE PROJECT. USED TO REQUEST SOURCE LIST FROM PURCHASING.

SOURCE LIST:
SOURCE LIST REQUESTED FROM M/WBE PROGRAM DIRECTOR BASED ON IDENTIFIED SUBCONTRACTING OPPORTUNITIES AND INCLUDED IN CONTRACT DOCUMENTS.

BID OPPORTUNITY NOTIFICATIONS:
ADVERTISEMENT PLACED IN CHARLOTTE OBSERVER, CHARLOTTE POST, AND CHALLENGER. NOTICES MAILED (POST CARD) TO ALL M/WBE FIRMS ON SOURCE LIST.

PREBID CONFERENCE:
M/WBE PRESENTATION BY ONE PERSON IN THE DEPARTMENT, CONFERENCE IS VIDEOTAPED FOR USE BY FIRMS NOT ABLE TO ATTEND CONFERENCE. TAPE IS ALSO REVIEWED FOR CONSISTENCY OF PRESENTATION.

BID OPENING:
BIDS RECEIVED, REVIEW OF M/WBE DOCUMENTATION SUBMITTED BY APPARENT LOW BIDDER BEGINS. ADDITIONAL DOCUMENTATION OF GOOD FAITH EFFORTS BY BIDDER IS REQUESTED.

EVALUATION OF BIDDERS M/WBE DOCUMENTATION:
INFORMATION SUBMITTED BY THE LOW BIDDER IS VERIFIED BY FOLLOWUP PHONE CALLS TO THE M/WBE FIRMS SOLICITED FOR QUOTES. THE DOCUMENTATION IS REVIEWED BY THE CONTRACT OFFICER, AND A DETERMINATION OF COMPLIANCE IS MADE. THE RESULTS OF THE ENGINEERING DEPARTMENT'S INVESTIGATIONS ARE REVIEWED WITH THE M/WBE PROGRAM DIRECTOR AND THE CITY ATTORNEY'S OFFICE AND CONCURRENCE WITH RECOMMENDATION IS RECOMMENDED.

RECOMMENDATION OF AWARD:
RECOMMENDATION OF AWARD INCLUDES A REPORT ON THE LOW BIDDER'S PARTICIPATION OBTAINED.

PRECONSTRUCTION CONFERENCE:
CONTRACTOR IS REMINDED OF M/WBE COMMITMENT AND INFORMED THAT IF ANY CHANGES IN SUBCONTRACTORS OCCUR, HE IS REQUIRED TO MAKE OPPORTUNITY AVAILABLE TO M/WBE FIRMS IN ACCORDANCE WITH THE OF M/WBE PROGRAM.

ON-SITE MONITORING:
CONDUCTED BY ON-SITE INSPECTOR. CONTRACTS DIVISION IS NOTIFIED IF ANY CHANGES IN USE OF SUBCONTRACTORS OCCURS.

PROJECT CLOSE-OUT:
CONTRACTOR IS REQUIRED TO SUBMIT A STATEMENT OF ALL PAYMENTS TO M/WBE FIRMS BEFORE FINAL PAYMENT IS MADE.

MWBE WORKSHOP MONDAY - 3/2/92

III. Charlotte MWBE in Operation
- A. Program Operation
- B. Trends & Statistics
- C. Organization
  - 1. Department Approaches
    - a. Engineering
    - b. CMUD

CMUD'S APPROACH TO THE MWBE POLICY ON CONSTRUCTION CONTRACTS

The Charlotte Mecklenburg Utility Department (CMUD) utilizes the position of Construction & Materials Supervisor as the administrator of the MWBE Policy for all CMUD interests.

In addition to the MWBE Policy responsibilities, this position is Section Head of the Materials Testing Section of the Department, supervising three (3) materials technicians. The Construction & Materials Supervisor also serves on Project Management teams, when consultant engineers are utilized for Design & Construction administration of projects, to assure compliance with CMUD specifications in the field, and to respond to all public inquiries and complaints.

Mr. Barry Beamer serves as the Construction and Materials Supervisor & Departmental MWBE Co-ordinator.

1. Project Review

- Prior to advertisement of each project, study plans, specifications, and gain engineer's input.
- Estimate the quantity and dollar amount of all subcontract areas (May show example such as hauling, stone pipe bedding).
- Set MWBE Goals based on subcontract opportunity and the MWBE source list (MWBE's available to perform the subcontracting identified).
- Pull together MWBE source list of all subcontract areas anticipated, for distribution with each set of plans & specs.

2. MWBE Notice

- Advertise all projects in Minority Publication (Charlotte Post).
- Personally contact MWBE's in subcontract areas anticipated to develop interest in bidding (Telephone).
- Offer technical assistance in understanding blueprints and specifications, and estimating; loan plans & specs; walk project with MWBE's to familiarize them with CMUD construction practices; distribute bidders list with contractor's phone numbers, addresses, contact person, and encourage MWBE's to market their companies.

3. Insure Bidders Understanding Of MWBE Policy

- Attend pre-bid conference if one is scheduled (complex projects) to explain MWBE policy.
- Contact all new bidders & explain MWBE policy, point out MWBE opportunity, offer assistance. (Document this contact)
- These efforts are to avoid costly rejection of low bid as being non responsive to MWBE policy.

4. MWBE Policy Good Faith Effort Review

- Attend bid opening, gather MWBE documentation form from all bids. (MWBE Commitment Form or Certification Regarding Subcontracting Practices)
- Review MWBE documentation of the apparent low bidder;
- Rule on compliance or non-compliance with MWBE Policy. (Notify MWBE Program Director of irregularities or non compliance.)
- Recommendation to Council (Copy of recommendation to MWBE Program Director)
- Encourage MWBE utilization for areas contractor may not have anticipated or had planned to self perform.

5. Pre-Construction

- Attend pre-contsruction conferences for each project to explain MWBE Policy and MWBE Participation on the project. This assures contractor's field personnel understand the MWBE policy and the requirements throughout the project, and CMUD's field personnel are clear on the status and their requirements.
- Discuss and suggest any additional MWBE participation or opportunities.

6. Monitoring All Subcontract Activity

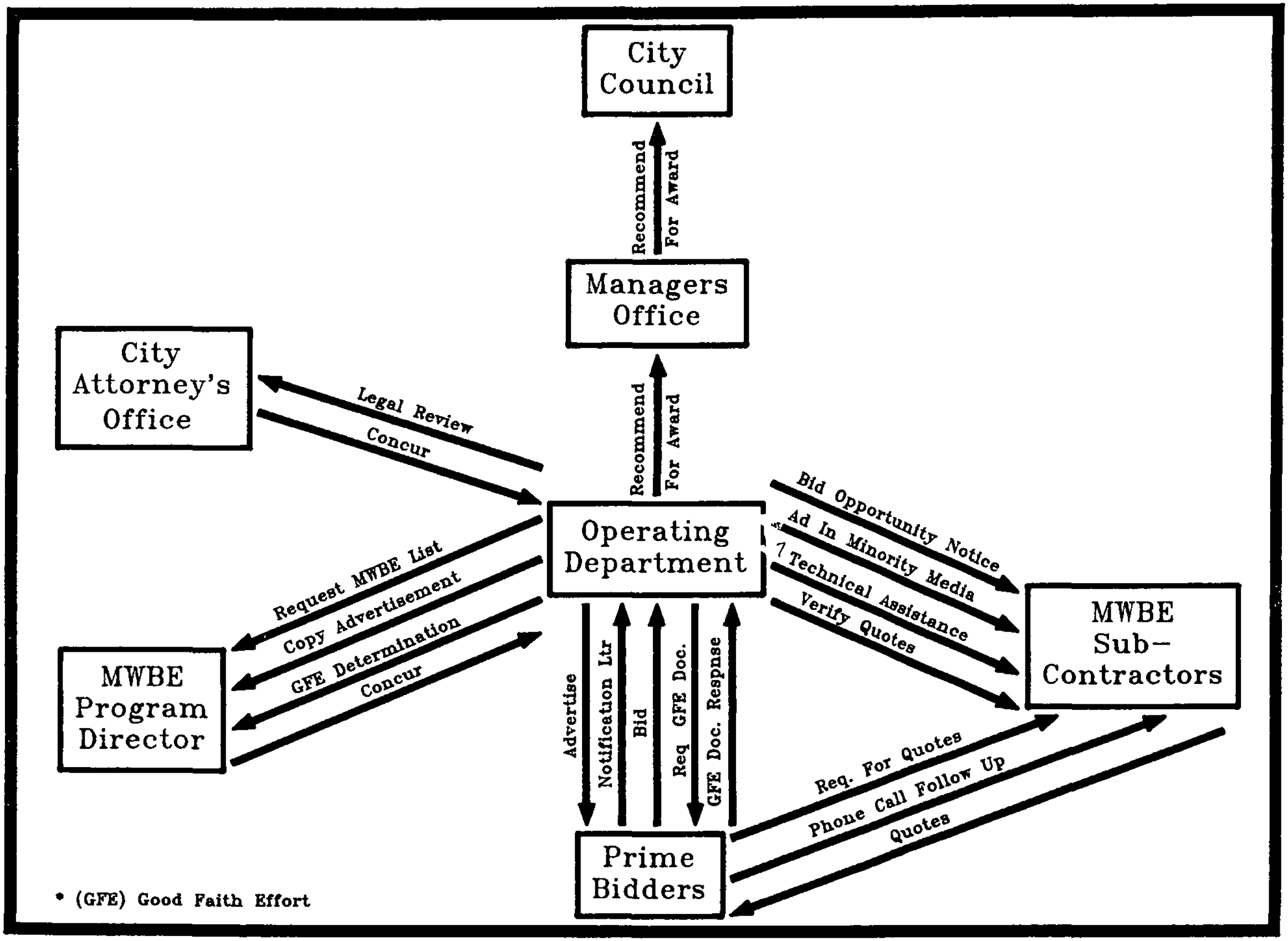
- All subcontractors on CMUD projects must be pre-approved prior to commencing work.
- The Departmental MWBE Co-ordinator, responds to all subcontractor approval requests. This enables the monitoring of MWBE Policy compliance.
- The contract inspector monitors all subcontract activity on site daily.

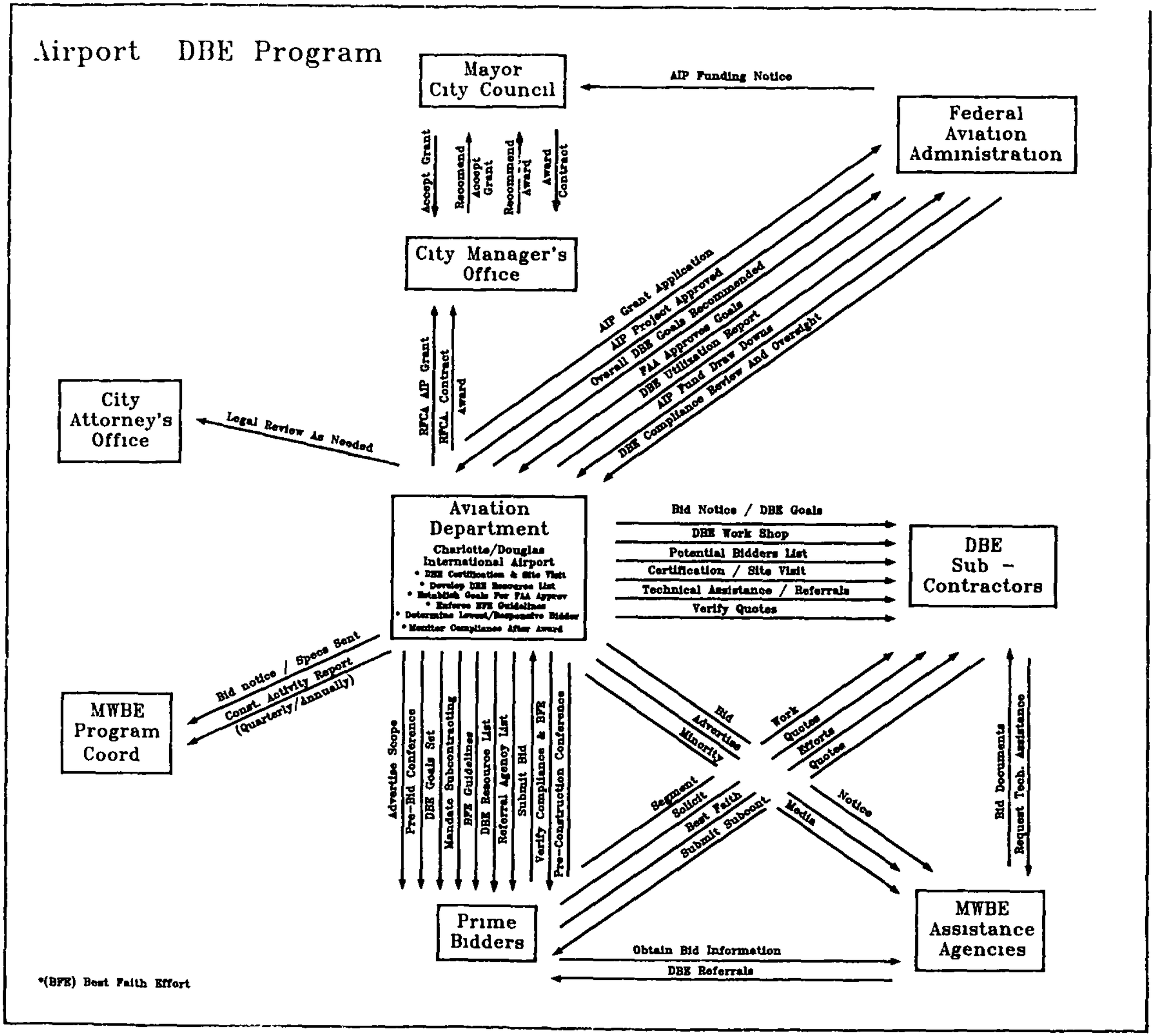
If a subcontractor has not been pre-approved and is present on the project, the prime contractor is warned he may be in violation of the contract, (MWBE Provisions), and is warned of the penalties. Sanctions are imposed if in violation of MWBE contract provisions.

Example: A Prime Contractor hires a majority subcontractor who replaces a concrete driveway damaged during construction. This subcontractor was not pre-approved and the Prime Contractor did not make a good faith effort to utilize an MWBE for the concrete work. The Prime Contractor would be assessed a penalty, under the MWBE Contract Provisions, of the dollar value of the concrete work, up to, but not exceeding 5% of the dollar value of the prime contract.

7. Project Completion

- Upon completion of the project the prime contractor furnishes an affidavit of payment of all subcontractors.
- A list of monies paid each MWBE subcontractor is required.
- The departmental MWBE Co-ordinator can compare this list of payments to MWBE subcontractors to commitments made at bid time, and can verify payment prior to final payment being made to the prime contractor.


City Council
Recommend For Award
Managers Office
Recommend For Award
City Attorney's Office
Legal Review
Concur
Operating Department
Bid Opportunity Notice
Ad In Minority Media
Technical Assistance
Verify Quotes
MWBE Sub-Contractors
Request MWBE List
Copy Advertisement
GFE Determination
Concur
MWBE Program Director
Advertise
Notification Ltr
Bid
Req GFE Doc.
GFE Doc. Response
Req. For Quotes
Phone Call Follow Up
Quotes
Prime Bidders
* (GFE) Good Faith Effort

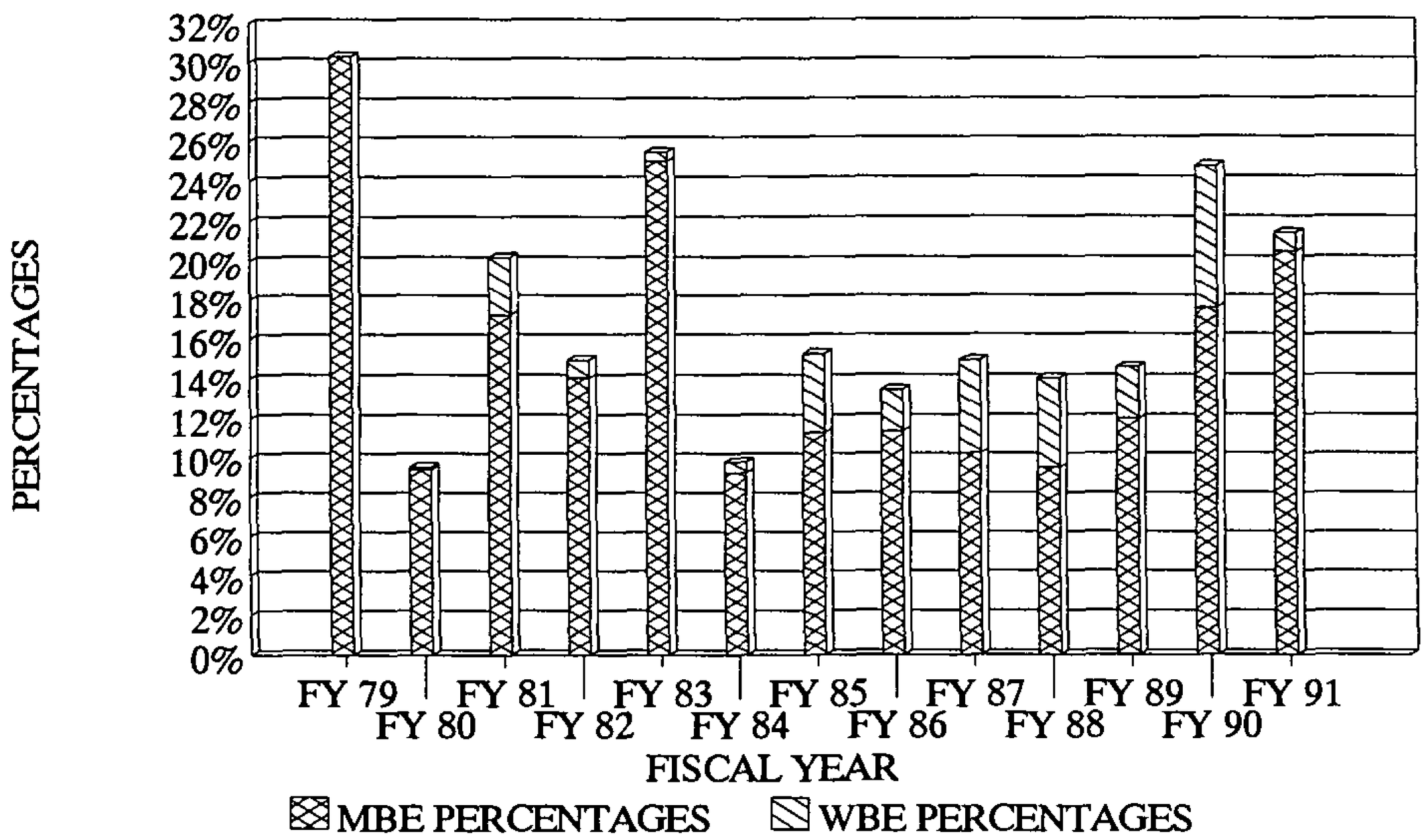

Airport DBE Program
Mayor City Council
AIP Funding Notice
Federal Aviation Administration
Accept Grant
Recommend Accept Grant
Recommend Award
Award Contract
City Manager's Office
AIP Grant Application
AIP Project Approved
Overall DBE Goals Recommended
FAA Approves Goals
DBE Utilization Report
AIP Fund Draw Downs
DBE Compliance Review And Oversight
RFCA AIP Grant
RFCA Contract Award
City Attorney's Office
Legal Review As Needed
Aviation Department
Charlotte/Douglas International Airport
* DBE Certification & Site Visit
* Develop DBE Resource List
* Establish Goals For FAA Approv
* Enforce BFE Guidelines
* Determine Lowest/Responsive Bidder
* Monitor Compliance After Award
Bid Notice / DBE Goals
DBE Work Shop
Potential Bidders List
Certification / Site Visit
Technical Assistance / Referrals
Verify Quotes
DBE Sub - Contractors
MWBE Program Coord
Bid notice / Specs Sent
Const. Activity Report (Quarterly/Annually)
Advertise Scope
Pre-Bid Conference
DBE Goals Set
Mandate Subcontracting
BFE Guidelines
DBE Resource List
Referral Agency List
Submit Bid
Verify Compliance & BFE
Pre-Construction Conference
Bid Advertise Minority
Work Quotes Efforts Quotes
Segment Solicit Best Faith Submit Subcont.
Media Notice
Bid Documents
Request Tech. Assistance
Prime Bidders
MWBE Assistance Agencies
Obtain Bid Information
DBE Referrals
*(BFE) Best Faith Effort

CHARLOTTE/DOUGLAS INTERNATIONAL AIRPORT

DBE UTILIZATION FISCAL YEAR 1979 THROUGH FISCAL YEAR 1991

FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION		TOTAL DBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 79	$6,426,140	$1,946,913	30 30%	$0	0 00%	$1,946,913	30%
FY 80	$33,185,795	$3,128,805	9.43%	$44,153	0 13%	$3,172,958	10%
FY 81	$7,601,561	$1,306,839	17 19%	$228,484	3 01%	$1,535,323	20%
FY 82	$5,275,153	$740,498	14 04%	$47,785	0 91%	$788,283	15%
FY 83	$11,889,087	$2,972,514	25 00%	$52,557	0 44%	$3,025,071	25%
FY 84	$10,131,032	$938,130	9.26%	$54,571	0 54%	$992,701	10%
FY 85	$18,033,262	$2,038,414	11 30%	$711,409	3.94%	$2,749,823	15%
FY 86	$13,124,767	$1,489,795	11.35%	$277,880	2.12%	$1,767,675	13%
FY 87	$55,636,663	$5,687,467	10.22%	$2,615,662	4 70%	$8,303,129	15%
FY 88	$44,889,354	$4,263,396	9 50%	$2,024,068	4.51%	$6,287,464	14%
FY 89	$13,014,179	$1,556,514	11.96%	$338,499	2 60%	$1,895,013	15%
FY 90	$11,228,152	$1,967,447	17 52%	$808,428	7 20%	$2,775,875	25%
FY 91	$4,517,514	$923,578	20 44%	$41,360	0 92%	$964,938	21%

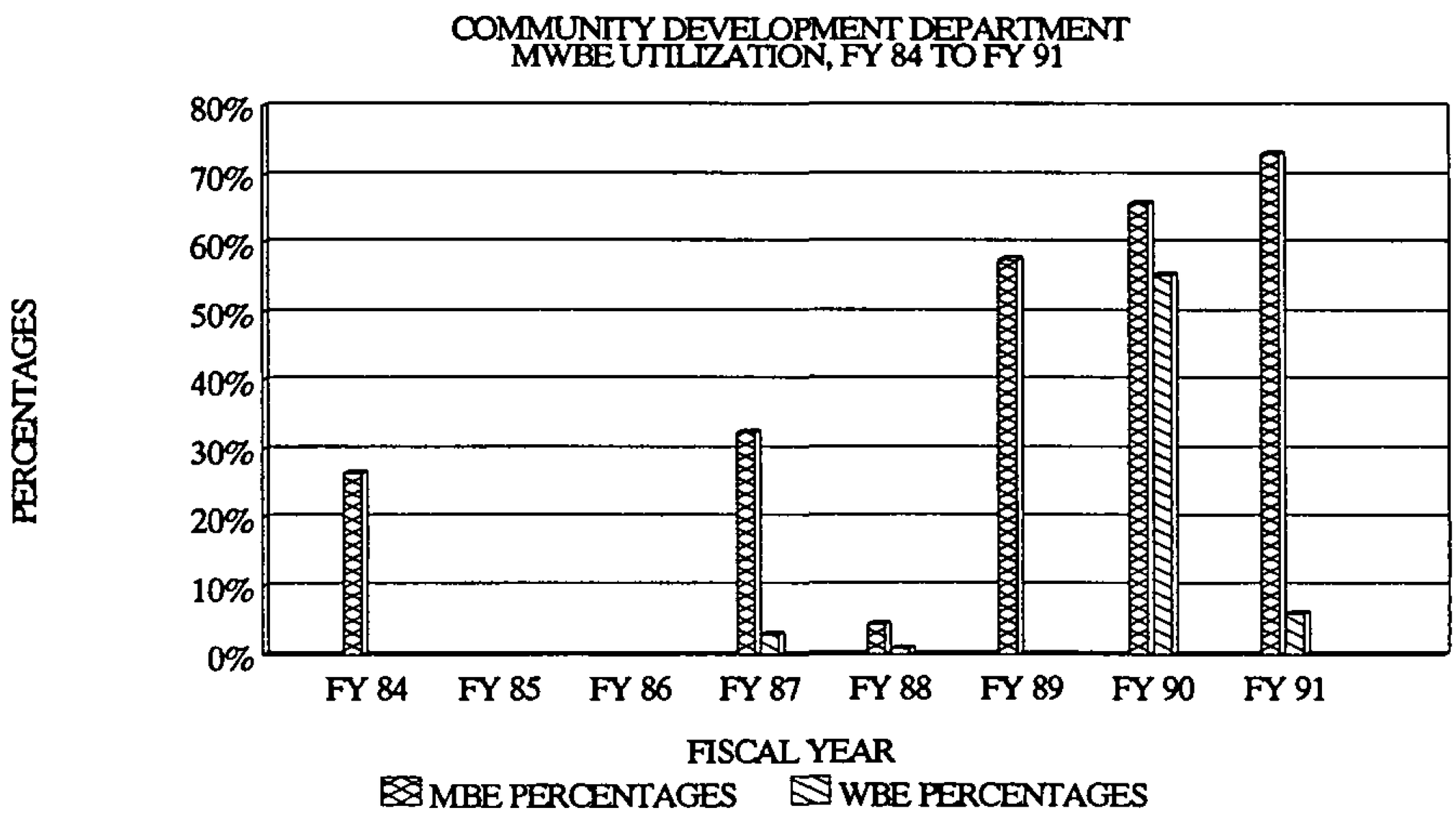
AIRPORT
DBE UTILIZATION, FY 79 TO FY 91



COMMUNITY DEVELOPMENT HOUSING REHABILITATION CONTRACTS

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1991

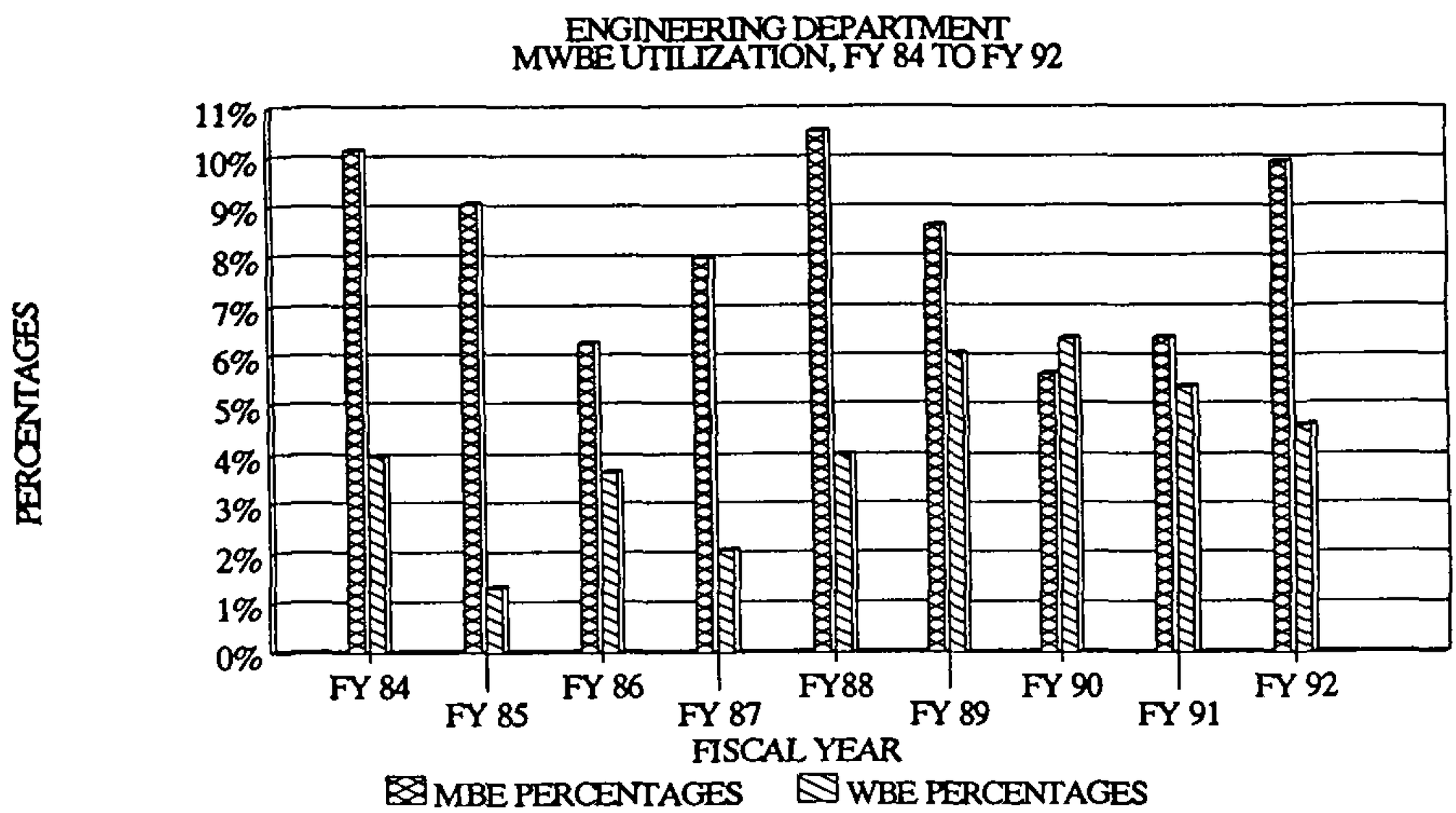
FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	$1,916,100	$506,300	26.42%	$0	0.00%
FY 85	INFORMATION NOT AVAILABLE				
FY 86	INFORMATION NOT AVAILABLE				
FY 87	$793,851	$257,613	32.45%	$22,680	2 86%
FY 88	$24,633,638	$1,056,567	4.29%	$194,200	0.79%
FY 89	$3,864,649	$2,227,217	57.63%	$0	0 00%
FY 90	$2,721,158	$1,791,124	65.82%	$1,507,921	55 41%
FY 91	$2,598,581	$1,900,812	73 15%	$150,698	5 80%



ENGINEERING CONSTRUCTION CONTRACTS

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1992

FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	$18,726,040	$1,902,678	10.16%	$749,613	4.00%
FY 85	$15,031,824	$1,361,824	9.06%	$201,630	1.34%
FY 86	$54,509,650	$3,427,707	6 29%	$2,003,085	3.67%
FY 87	$41,140,834	$3,289,798	8.00%	$851,679	2.07%
FY88	$17,538,206	$1,851,059	10.55%	$707,093	4 03%
FY 89	$33,951,081	$2,931,597	8 63%	$2,058,206	6 06%
FY 90	$30,274,945	$1,707,317	5 64%	$1,933,701	6 39%
FY 91	$32,859,153	$2,101,343	6 40%	$1,766,083	5 37%
FY 92 (TO DATE)	$8,480,351	$842,324	9.93%	$389,146	4 59%

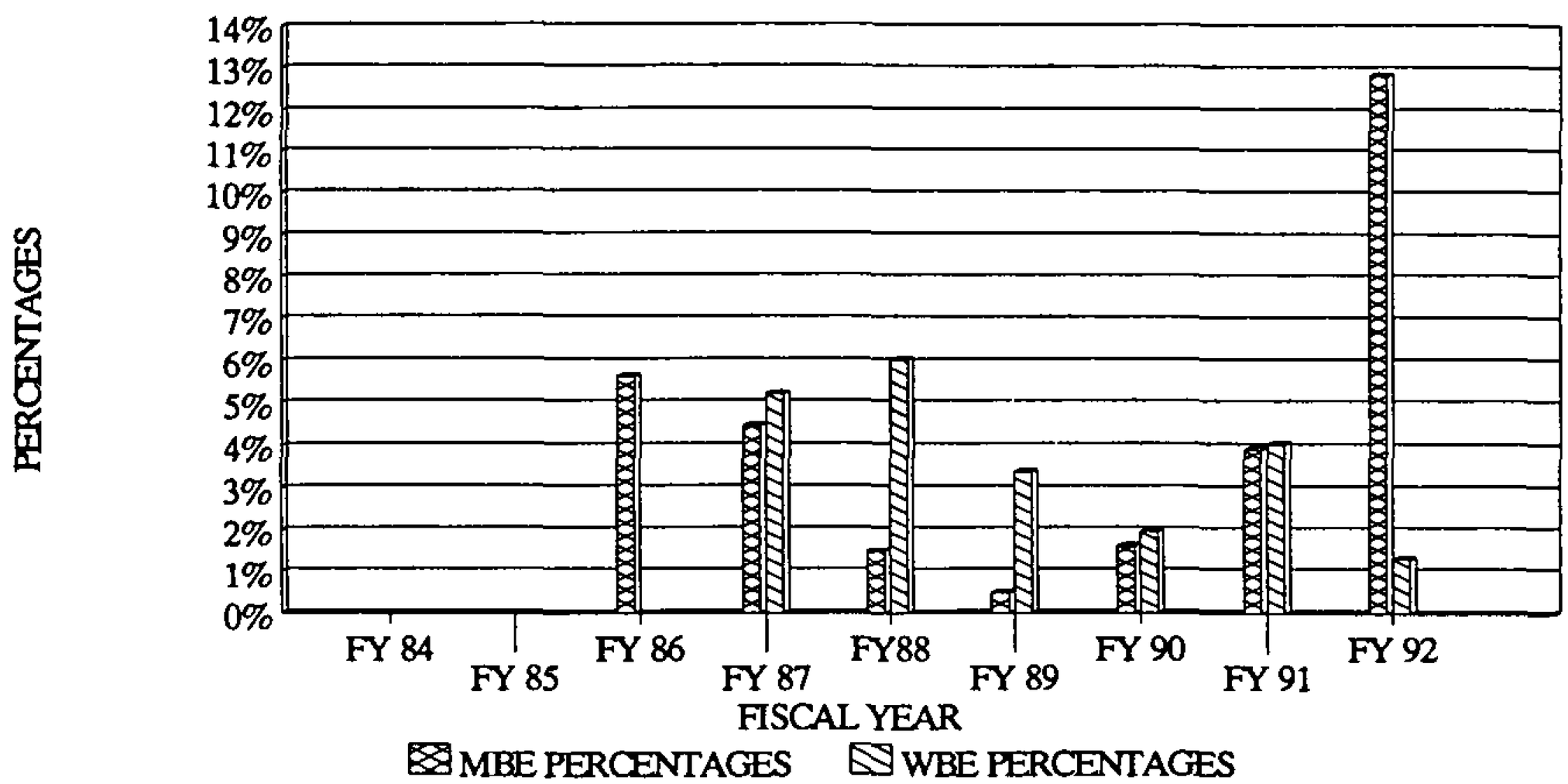


ENGINEERING PROFESSIONAL SERVICES CONTRACTS

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1992

FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	INFORMATION NOT AVAILABLE				
FY 85	INFORMATION NOT AVAILABLE				
FY 86	$2,465,167	$138,832	5 63%	$0	0 00%
FY 87	$4,394,523	$196,200	4 46%	$229,482	5 22%
FY88	$8,201,213	$120,859	1 47%	$495,281	6 04%
FY 89	$7,460,373	$35,800	0.48%	$253,588	3 40%
FY 90	$10,469,714	$169,155	1.62%	$206,520	1 97%
FY 91	$21,761,399	$851,996	3 92%	$881,248	4 05%
FY 92 (TO DATE)	$3,105,802	$399,491	12 86%	$40,100	1.29%

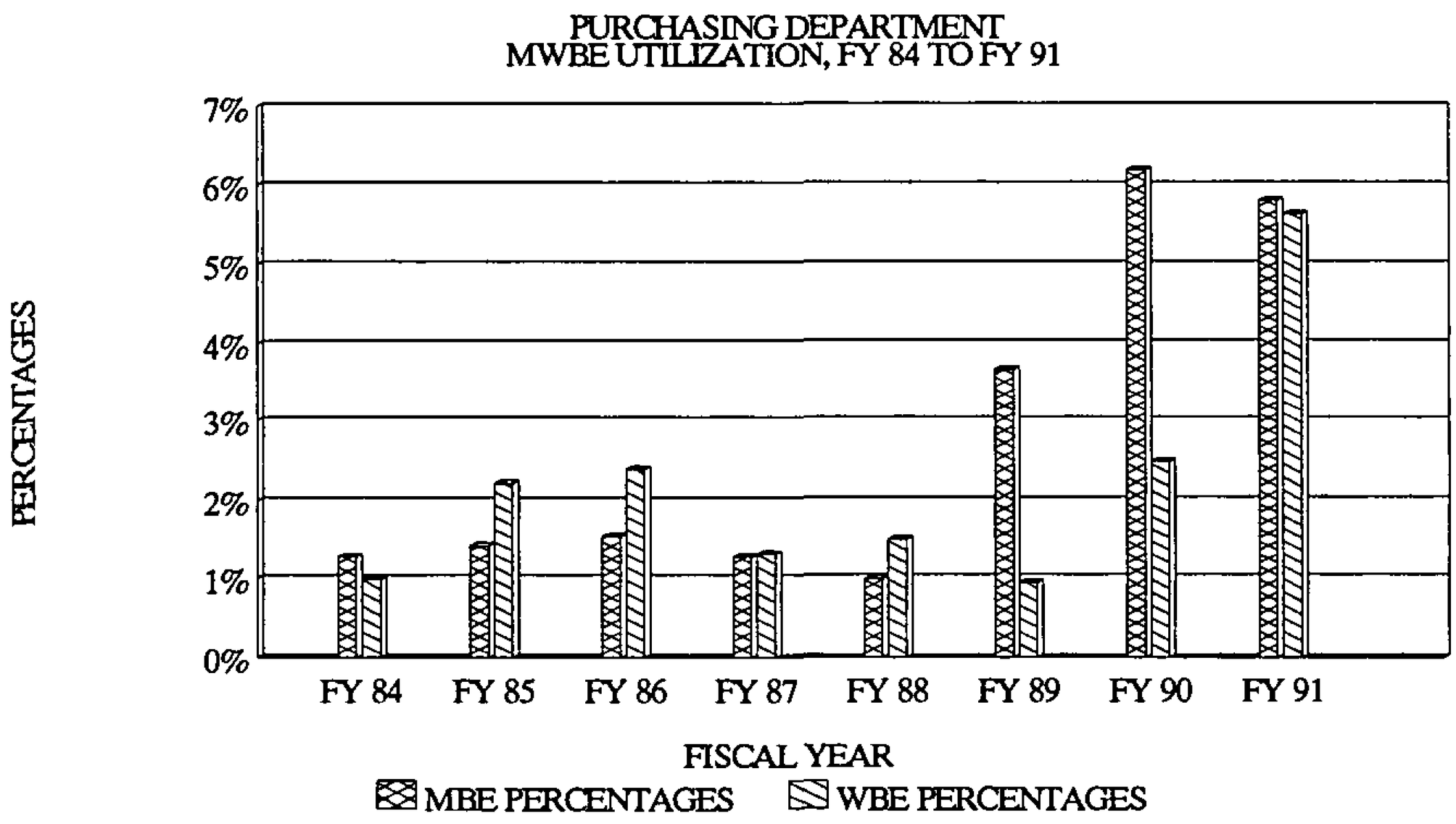
ENGINEERING DEPARTMENT
MWBE UTILIZATION, FY 84 TO FY 92



CITY PURCHASING

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1991

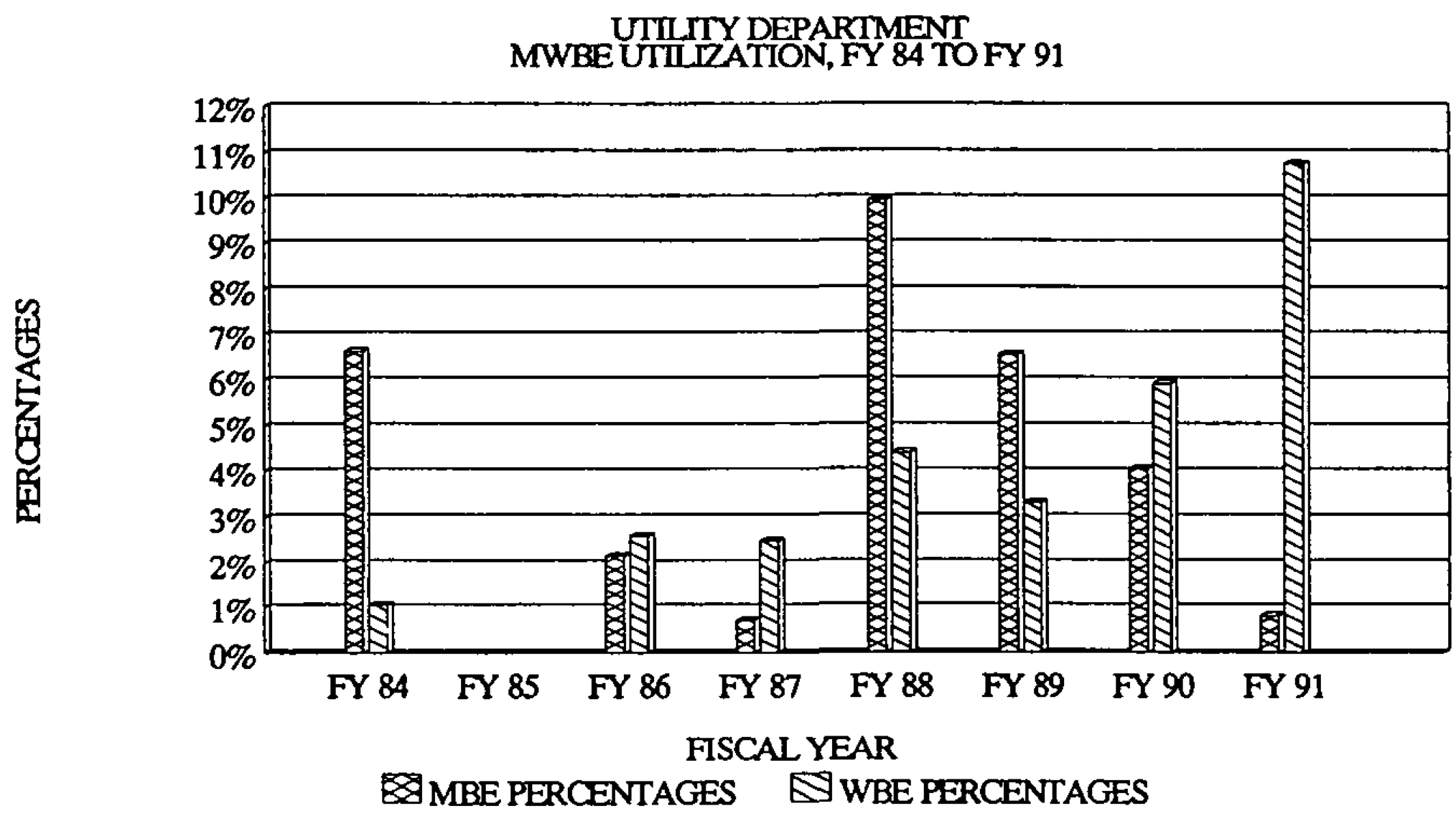
FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	$23,499,820	$298,287	1 27%	$230,810	0 98%
FY 85	$27,073,261	$381,033	1 41%	$598,195	2 21%
FY 86	$23,625,713	$360,790	1 53%	$561,762	2 38%
FY 87	$27,067,405	$342,320	1 26%	$352,458	1 30%
FY 88	$29,643,652	$289,323	0 98%	$440,972	1 49%
FY 89	$39,198,562	$1,438,747	3 67%	$366,233	0 93%
FY 90	$42,489,469	$2,630,495	6.19%	$1,046,662	2.46%
FY 91	$32,195,031	$1,867,477	5 80%	$1,813,827	5 63%



UTILITY CONSTRUCTION CONTRACTS

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1991

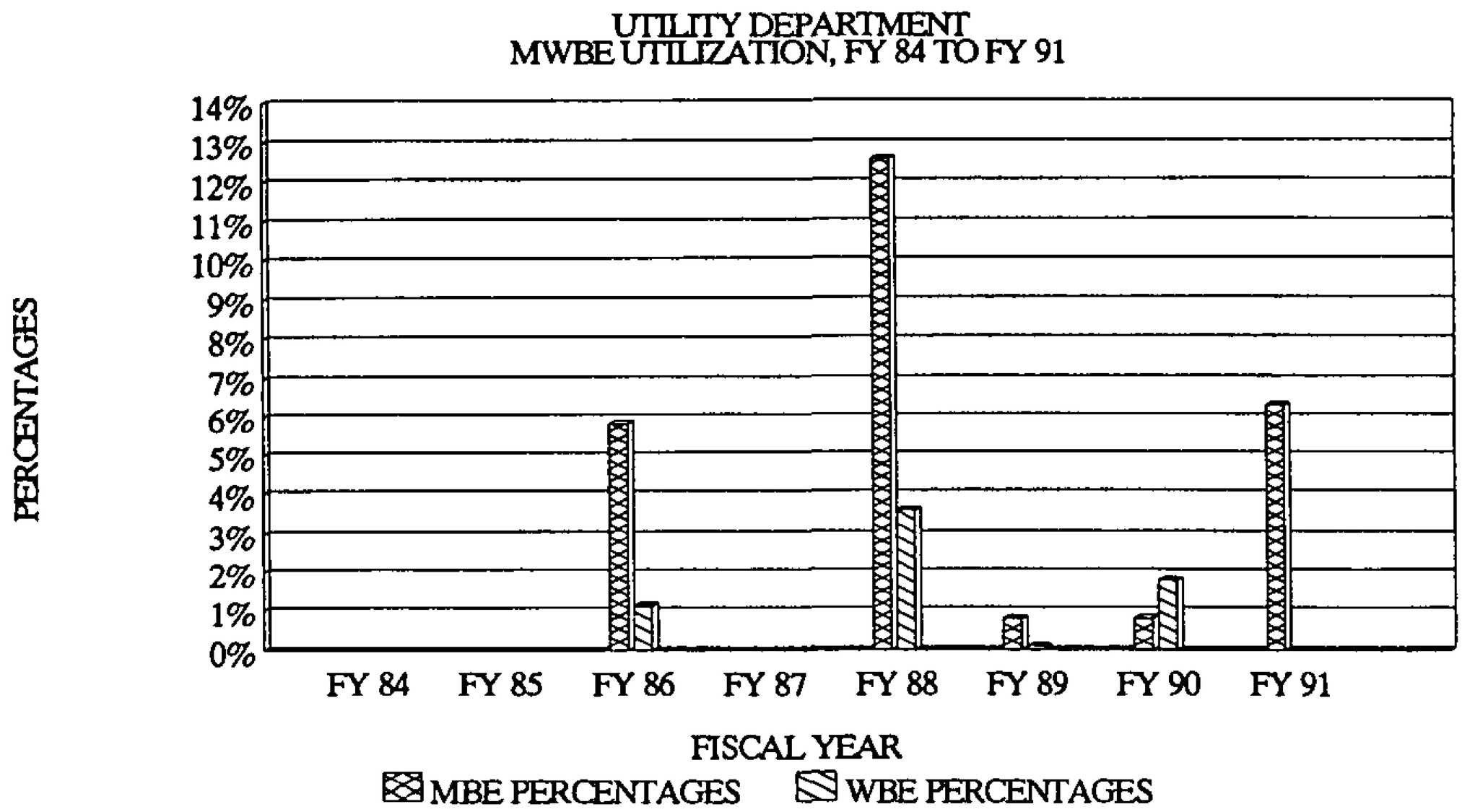
FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	$9,930,560	$658,199	6.63%	$103,863	1.05%
FY 85	INFORMATION NOT AVAILABLE				
FY 86	$33,451,654	$721,305	2 16%	$869,344	2 60%
FY 87	$15,056,277	$106,569	0.71%	$373,755	2.48%
FY 88	$40,508,041	$4,035,311	9.96%	$1,786,807	4 41%
FY 89	$41,284,677	$2,707,552	6.56%	$1,364,629	3.31%
FY 90	$15,960,023	$649,483	4.07%	$946,664	5 93%
FY 91	$17,343,602	$140,599	0 81%	$1,867,842	10 77%



UTILITY PROFESSIONAL SERVICES CONTRACTS

MWBE UTILIZATION FISCAL YEAR 1984 THROUGH FISCAL YEAR 1991

FISCAL YEAR	TOTAL VALUE	MBE PARTICIPATION		WBE PARTICIPATION	
		VALUE	PERCENTAGE	VALUE	PERCENTAGE
FY 84	INFORMATION NOT AVAILABLE				
FY 85	INFORMATION NOT AVAILABLE				
FY 86	$2,575,780	$150,000	5 82%	$28,960	1 12%
FY 87	$4,000	$0	0 00%	$0	0 00%
FY 88	$5,333,877	$671,208	12.58%	$191,613	3 59%
FY 89	$4,561,300	$36,200	0.79%	$3,700	0 08%
FY 90	$1,121,144	$8,944	0 80%	$20,000	1 78%
FY 91	$4,902,032	$309 300	6 31%	$0	0 00%



December 23, 1991

Bid Item for City Council Workshop of March 2, 1992

I. Item: **FIRE STATION 29** User Dept: **ENG**

II. Recommendation: By the City Engineer based on the recommendation of the consultant Hemphill Associates that the low bids and alternates be accepted for award:

- o General Contract from Godfrey Construction of Monroe, base bid plus alternates G1 and G2 for a lump sum price of $364,700.00.
- o Plumbing Contract from Rea Brothers of Pineville, base bid of $47,787.00.
- o Electrical Contract from Spence Electric of Charlotte, base bid plus alternates E1 and E1B for a lump sum price of $76,555.40.
- o Mechanical Contract from Action Mechanical Contractors, Inc. of Charlotte, base bid plus alternate M1 for a lump sum price of $61,896.00.

The total recommended award amount for Fire Station 29 will be $553,868.40 as submitted.

BID SUMMARY

III. GENERAL CONTRACT	Base Bid	Base Bid + Alt G1, G2
Godfrey Construction Monroe, NC	$361,000.00	$364,700.00
Barrier Bldg. Systems Charlotte, NC	$363,372.00	$368,572.00
Price & Hill, Inc. Charlotte, NC	$374,888.00	$409,138.00
T. K. Browne Const. Charlotte, NC	$377,400.00	$402,152.00
Hill Construction Charlotte, NC	$378,367.00	$381,294.00
Crescent Const. Charlotte, NC	$378,700	$395,600.00
Carmel Contractors Charlotte, NC	$384,100.00	$387,750.00
Laxton Charlotte, NC	$386,988.00	$392,088.00
Donald C. Neal Charlotte, NC	$390,317.00	$405,517.00

Moretti Const. Charlotte, NC	$395,760.00	$399,533.00
Harkey Assoc. Charlotte, NC	$410,000.00	$414,016.00
R & G Const./Omni S.E. Charlotte, NC	$428,013.42	$471,755.42
Edison-Foard, Inc. Charlotte, NC	$485,520.00	$543,220.00

PLUMBING CONTRACT	Base Bid
Rea Brothers Pineville, NC	$ 47,787.00
Love Plumbing & A/C Charlotte, NC	$ 48,258.00
Tompkins-Johnston Co. Charlotte, NC	$ 50,388.00
Castor Plumbing Charlotte, NC	$ 50,968.60
B & W Construction Charlotte, NC	$ 53,985.00
Heyworth Plumbing Charlotte, NC	$ 54,468.00
Piping, Plumbing, Mechanical Charlotte, NC	$ 54,637.00
A.Z. Price Charlotte, NC	$ 56,599.00
P. C. Godfey Charlotte, NC	$108,885.00

ELECTRICAL CONTRACT	Bid Base	Base Bid + Alt E1, E1B
Spence Electric Charlotte, NC	$ 58,925.40	$76,555.40
Ind-Com Electric Co. Charlotte, NC	$ 60,772.00	$79,957.00
Watson Electric Co. Charlotte, NC	$ 63,264.00	$86,568.00
Burns Electric Charlotte, NC	$ 65,591.00	$85,591.00
WEG Electric Charlotte, NC	$ 65,735.00	$84,790.00

Selectric, Inc. Charlotte, NC	$ 69,870.00	$81,137.00
Howard Bothers Electric Charlotte, NC	$ 69,931.00	$88,641.00

MECHANICAL CONTRACT	Base Bid	Base Bid + Alt M1
*Mechanical Contractors Charlotte, NC	$ 49,594.00	$58,954.00
Action Mechanical Charlotte, NC	$ 55,896.00	$61.896.00
Piping, Plumbing, & Mechanical Charlotte, NC	$ 60,609.00	$70,186.00
P. C. Godfrey, Inc. Charlotte, NC	$ 60,995.00	$64,630.00
A. Z. Price Charlotte, NC	$ 62,500.00	$68,040.00
Tompkins & Johnston Charlotte, NC	$ 62,949.00	$68,915.00
Climate Conditioning	$63,167.00	$68,729.00

*Mechanical Contractors was unwilling to extend their bid validity for reconsideration by Council.

TOTAL PROJECT COST **$547,996.40**

IV. Advertised: October 29, 1991 Bids Read: November 26, 1991

V. Justification: This is an annexation area fire station to serve a portion of eastern Mecklenburg County. A contract with Hemphill Associates to design the facility was approved by the City Manager on July 30, 1991.

VI. Source of Funding: Margaret Wallace Rd. Acct. #367.06, 2010

VII. M/WBE Participation:

GENERAL

The General Contractor has committed M/WBE participation of:

	AMOUNT	PERCENT OF TOTAL PROJECT COST	PROJECT GOALS
MBE	$ 1,000.00	0.3%	29%
WBE	$14,000.00	4.0%	16%

PLUMBING

The Plumbing Contractor has committed M/WBE participation of:

	AMOUNT	PERCENT OF TOTAL PROJECT COST	PROJECT GOALS
MBE	$ 0	0%	0%
WBE	$ 0	0%	0%

MECHANICAL

The Mechanical Contractor has committed M/WBE participation of:

	AMOUNT	PERCENT OF TOTAL PROJECT COST	PROJECT GOALS
MBE	$0	0%	0%
WBE	$0	0%	0%

GENERAL, PLUMBING, AND MECHANICAL CONTRACT RECOMMENDATION

The Engineering Department, the M/WBE Program Director, and the City Attorney's Office recommends award of the general, plumbing, and mechanical contracts based on the contractors' good faith efforts, in obtaining M/WBE participation.

ELECTRICAL

The electrical contractor has complied with the M/WBE contract provisions which allow him to perform all the work with his own forces.

TOTAL M/WBE PROJECT PARTICIPATION:

	AMOUNT	PERCENT OF TOTAL CONTRACT AWARD
MBE	$ 1,000.00	0.3%
WBE	$14,000.00	4.0%

VIII. Consequences if Action is Deferred: Project will be delayed.

Bids will expire on March 23, 1992.

IX. Other Information: This project consists of the construction of a new 2-bay fire station facility and will involve the work of general, mechanical, plumbing and electrical contractors.

Description of Alternates:

G-1:($2,000) 8" concrete pavement in lieu of asphalt.

G-2: ($1,700) Four additional parking spaces.

M-1: (6,000) Will add additional mechanical system controls.

E-1: ($14,350) Provides for a 10 KW generator.

E-1B: (3,280) Provides for transfer switch and exerciser for generator.

December 23, 1991

The sum of the low base bids, contingency, and chosen alternates is $553,868.00 which is 19% under the fixed limit of construction of $685,000.00 representing a savings of $131,132.00 on the anticipated cost of the project.

Completion time is 210 Calendar Days from Notice to Proceed.

* Contact Benny Aldridge for questions from the Manager's Office.

Submitted by: _____
C. D. Readling, City Engineer

Approved by: _____
Assistant City Manager

CITY OF CHARLOTTE
1992 COUNCIL RETREAT

IMMEDIATE UNFUNDED NEEDS
REQUIRING FUNDING

Program	Five-Year Cost
Environmental Clean-Up	$26 0 million
Statesville Landfill	
York Road Methane - - - maybe $3 mil	
Leaking Underground Storage Tanks	
Fire Pits	
Operational Facilities	$5 2 million
Solid Waste - Recycling $ 2 1/2 mil	
LEC Parking Deck $ 2 1/2 mil	
Fire Burn Building $ 200,000	
Building Maintenance	$0 2 million
Nature Museum	
TOTAL	**$31.4 million**

CITY OF CHARLOTTE
1992 COUNCIL RETREAT

FY93-97 CAPITAL PROGRAM
FUNDING STRATEGIES

FY93-97 Capital Improvement Program

1 Slow-down road construction program

2 Use road bond savings and unspent park bonds debt capacity for Environmental Bonds

3 Reallocate park capital program pay-as-you-go to operational and maintenance needs

4 Others

Future Strategies

1 Review all pay-as-you-go tax levy (3 25 cents) projects in conjunction with op operating needs

2 Review strategies to slow-down capital program (i e five to seven year pr project schedules)

3 Review existing planning policies (i e redefine objectives)

4 Others

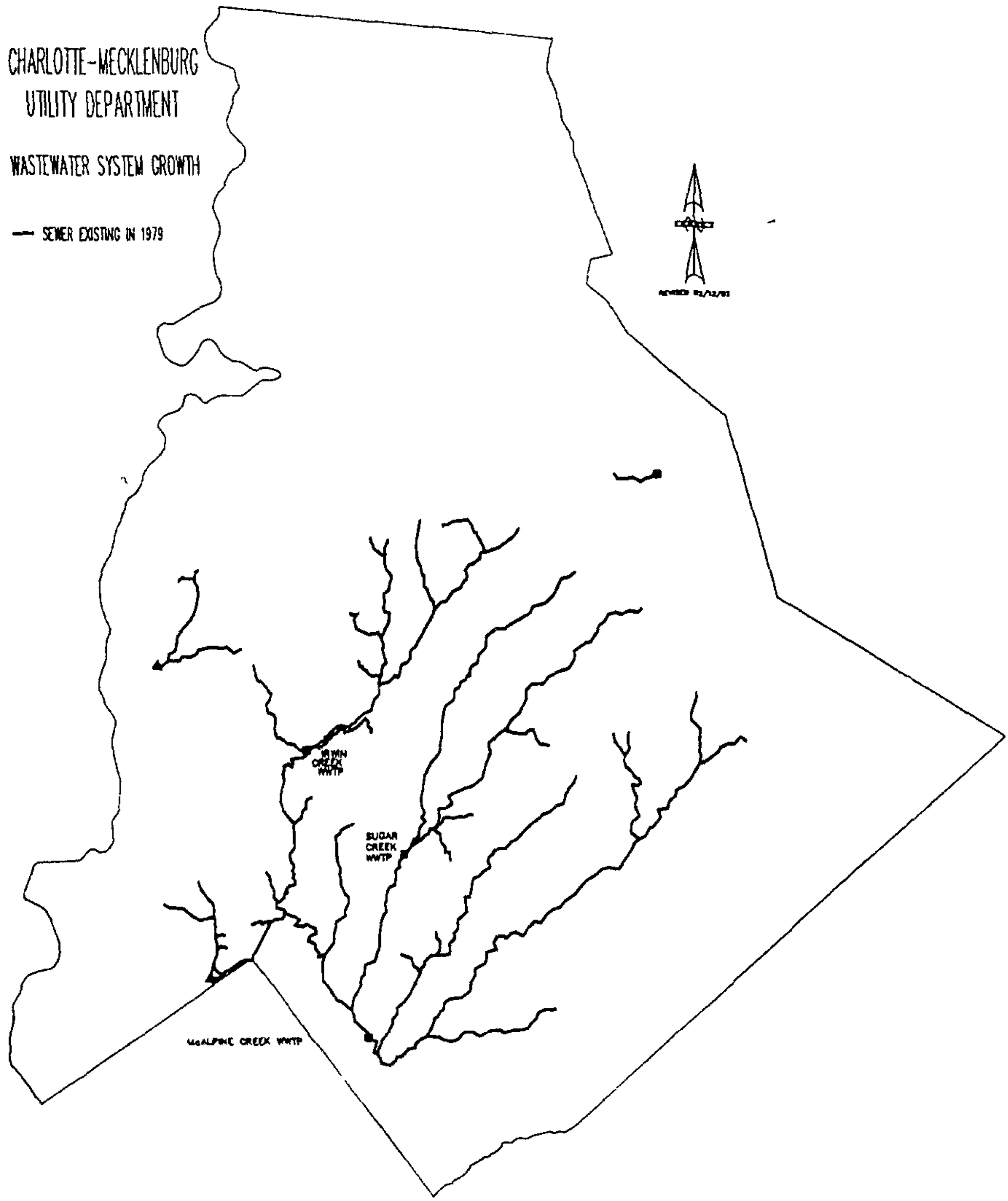
CITY OF CHARLOTTE
1992 COUNCIL RETREAT

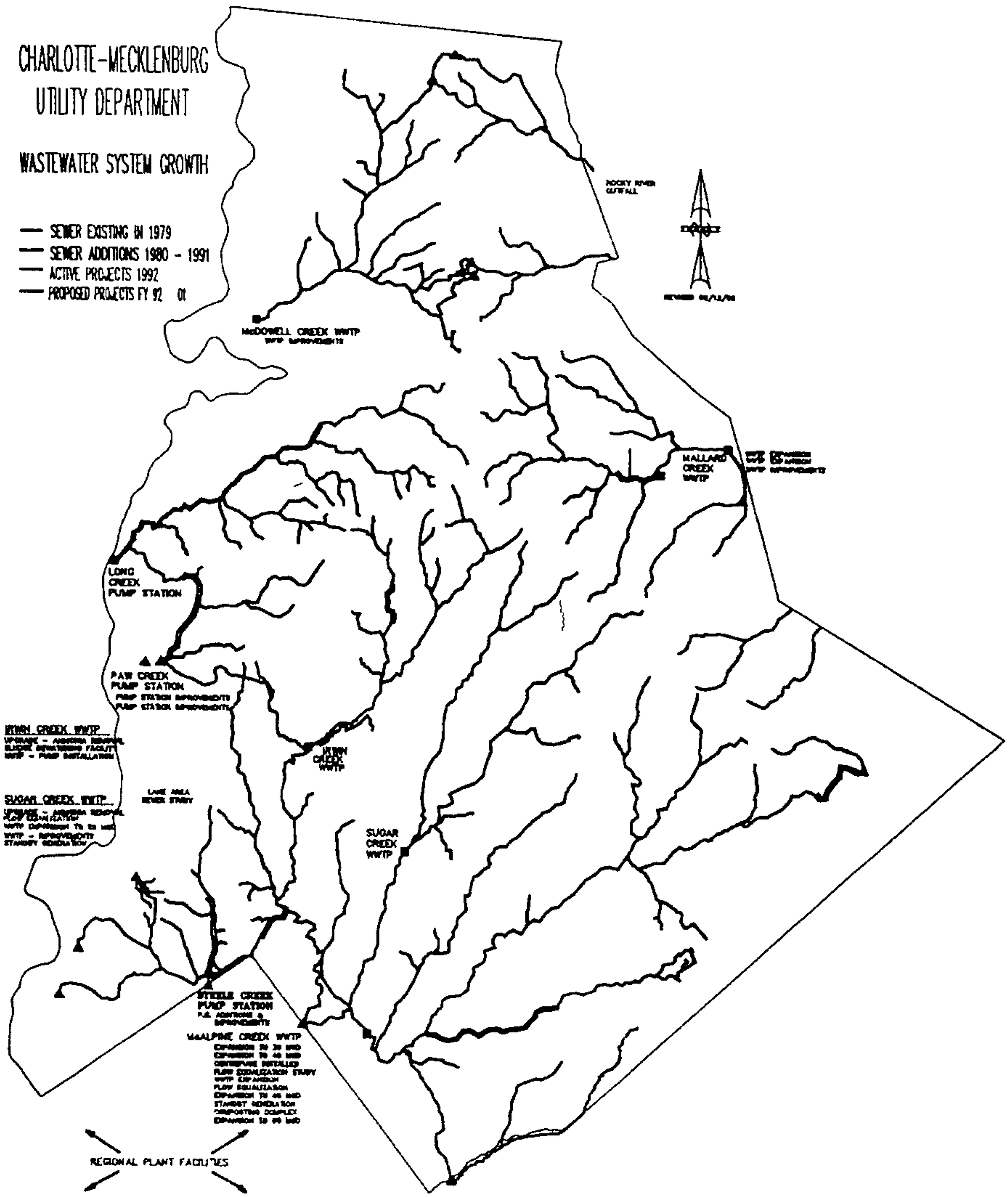
FY93–97 UNFUNDED CAPITAL NEEDS
(PRELIMINARY)

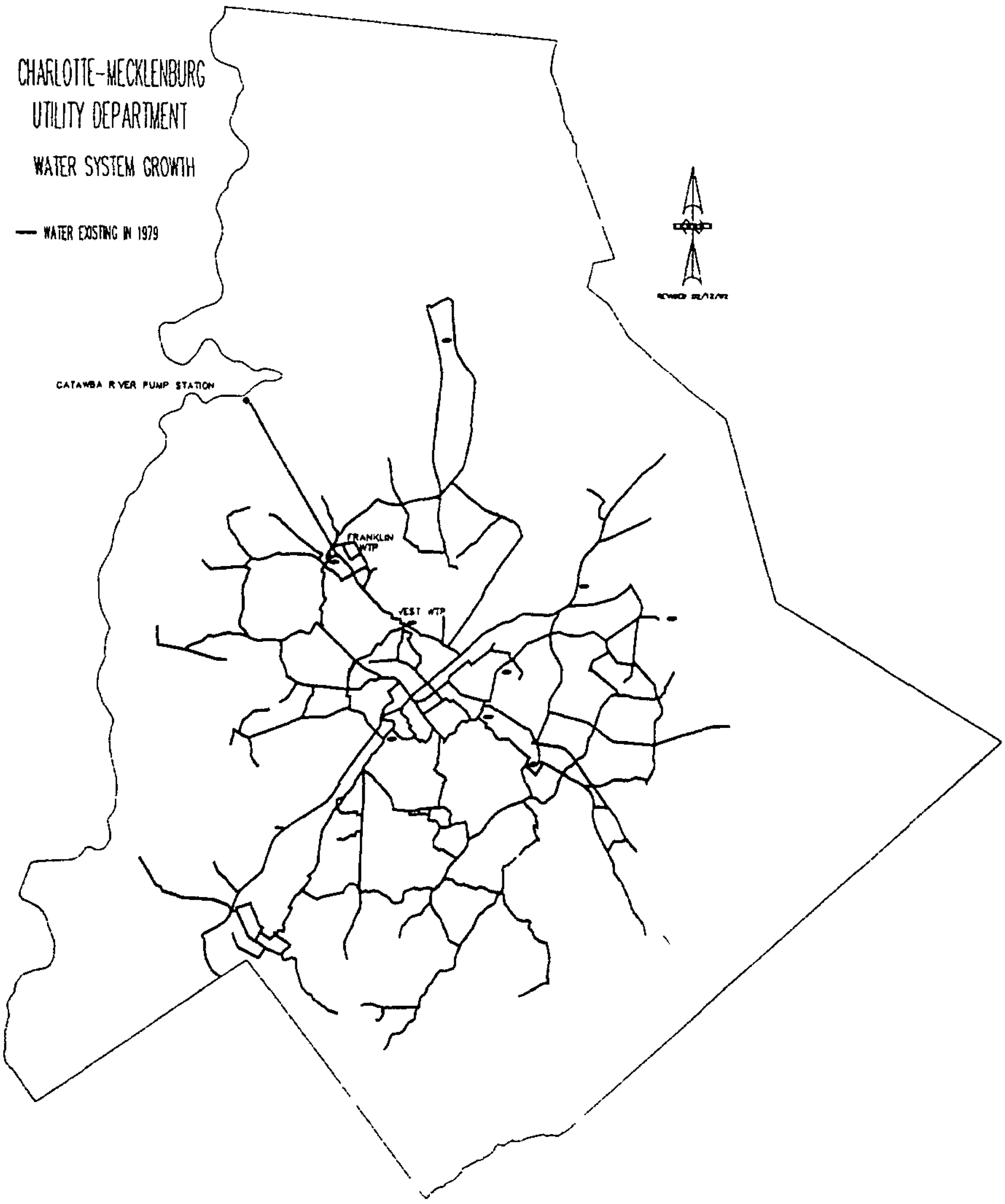
Program	Five–Year Cost
Environmental Clean–Up	$ 26 0
Statesville Landfill	
York Road Methane	
Leaking Underground Storage Tanks	
Fire Pits	
City Within a City	$ 71 5
Housing	
Commercial Revitalization Loans	
Day Care	
Transportation	$196 6
Local Road Projects	
Transit Expansion	
Light Rail Starter System	
Concourse Expansions	
Operational Facilities	$ 53 4
Solid Waste – Recycing	
LEC Parking Deck	
Central Yard Plan – Phase I	
Cultural and Tourism	$ 53 0
Aquarium	
Spirit Square Annex	
Water and Sewer	$ 36 0
New Water Main Extensions	
Rock River Outfall	

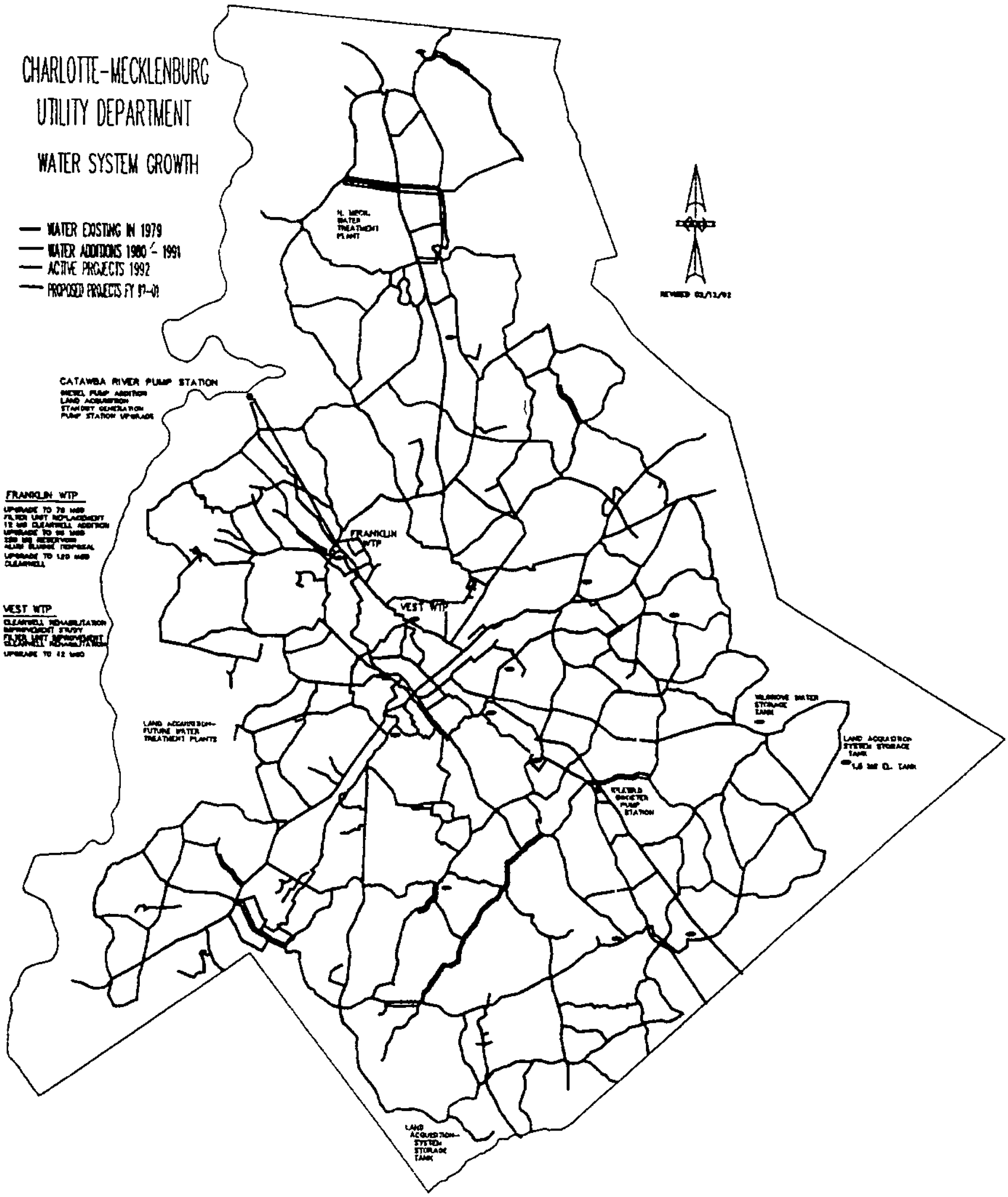
CMUD
FUNCTIONAL AREAS

- Water Production
- Water Distribution
- Wastewater Collection
- Wastewater Treatment
- Customer Service
- Industrial Waste Monitoring
- Engineering
- Department Administration


CHARLOTTE-MECKLENBURG
UTILITY DEPARTMENT
WASTEWATER SYSTEM GROWTH
SEWER EXISTING IN 1979
IRWIN CREEK WWTP
SUGAR CREEK WWTP
McALPINE CREEK WWTP

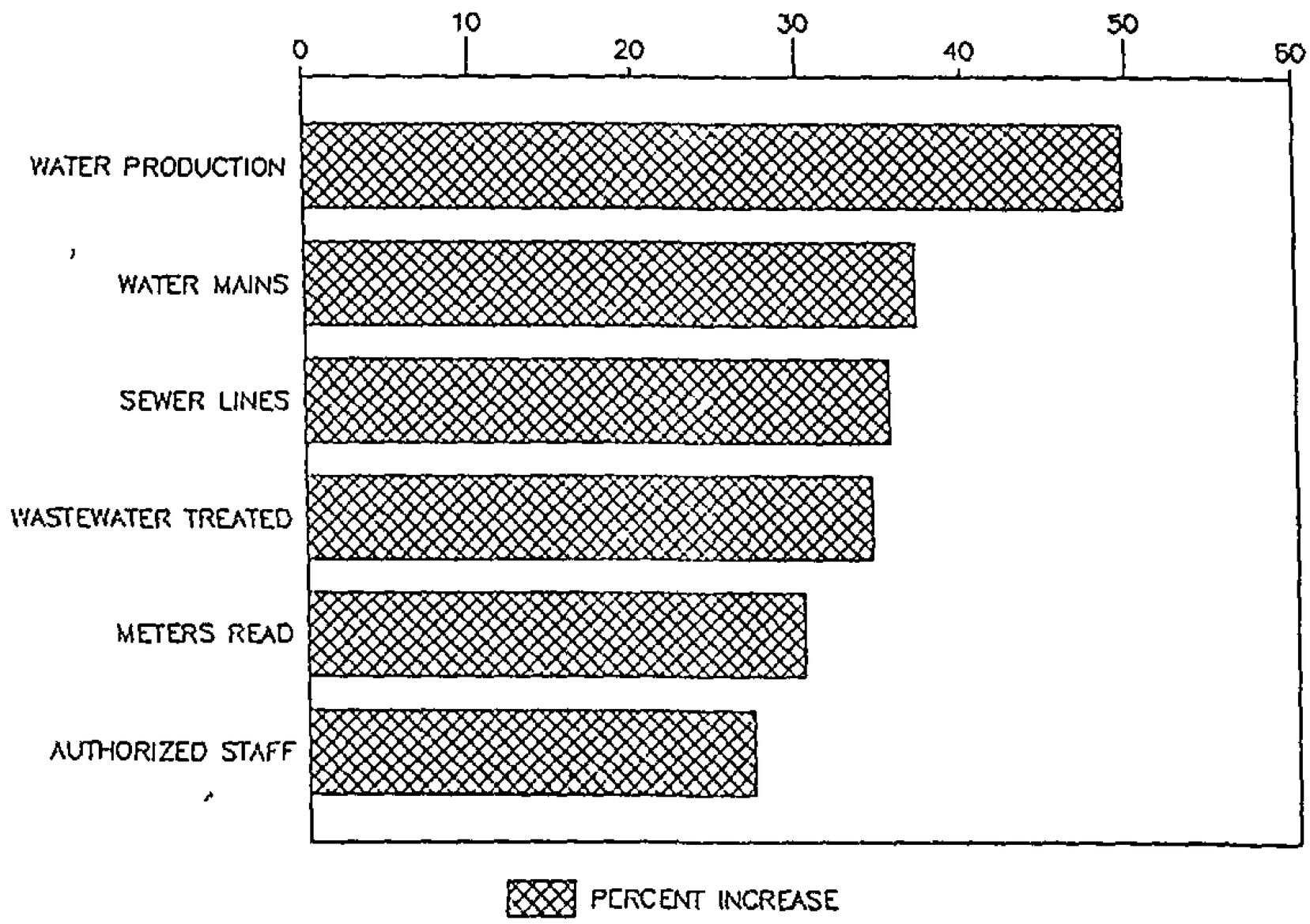

CHARLOTTE-MECKLENBURG
UTILITY DEPARTMENT
WASTEWATER SYSTEM GROWTH
SEWER EXISTING IN 1979
SEWER ADDITIONS 1980 - 1991
ACTIVE PROJECTS 1992
PROPOSED PROJECTS FY 92 01
McDOWELL CREEK WWTP
MALLARD CREEK WWTP
LONG CREEK PUMP STATION
PAW CREEK PUMP STATION
IRWIN CREEK WWTP
IRWIN CREEK WWTP
SUGAR CREEK WWTP
SUGAR CREEK WWTP
STEELE CREEK PUMP STATION
McALPINE CREEK WWTP
REGIONAL PLANT FACILITIES


CHARLOTTE-MECKLENBURG
UTILITY DEPARTMENT
WATER SYSTEM GROWTH
WATER EXISTING IN 1979
CATAWBA RIVER PUMP STATION
FRANKLIN WTP
WEST WTP


CHARLOTTE-MECKLENBURG
UTILITY DEPARTMENT
WATER SYSTEM GROWTH
WATER EXISTING IN 1979
WATER ADDITIONS 1980 - 1991
ACTIVE PROJECTS 1992
PROPOSED PROJECTS FY 97-01
CATAWBA RIVER PUMP STATION
FRANKLIN WTP
FRANKLIN WTP
VEST WTP
VEST WTP
LAND ACQUISITION-
FUTURE WATER
TREATMENT PLANTS
LAND ACQUISITION-
STATION
STORAGE
TANK

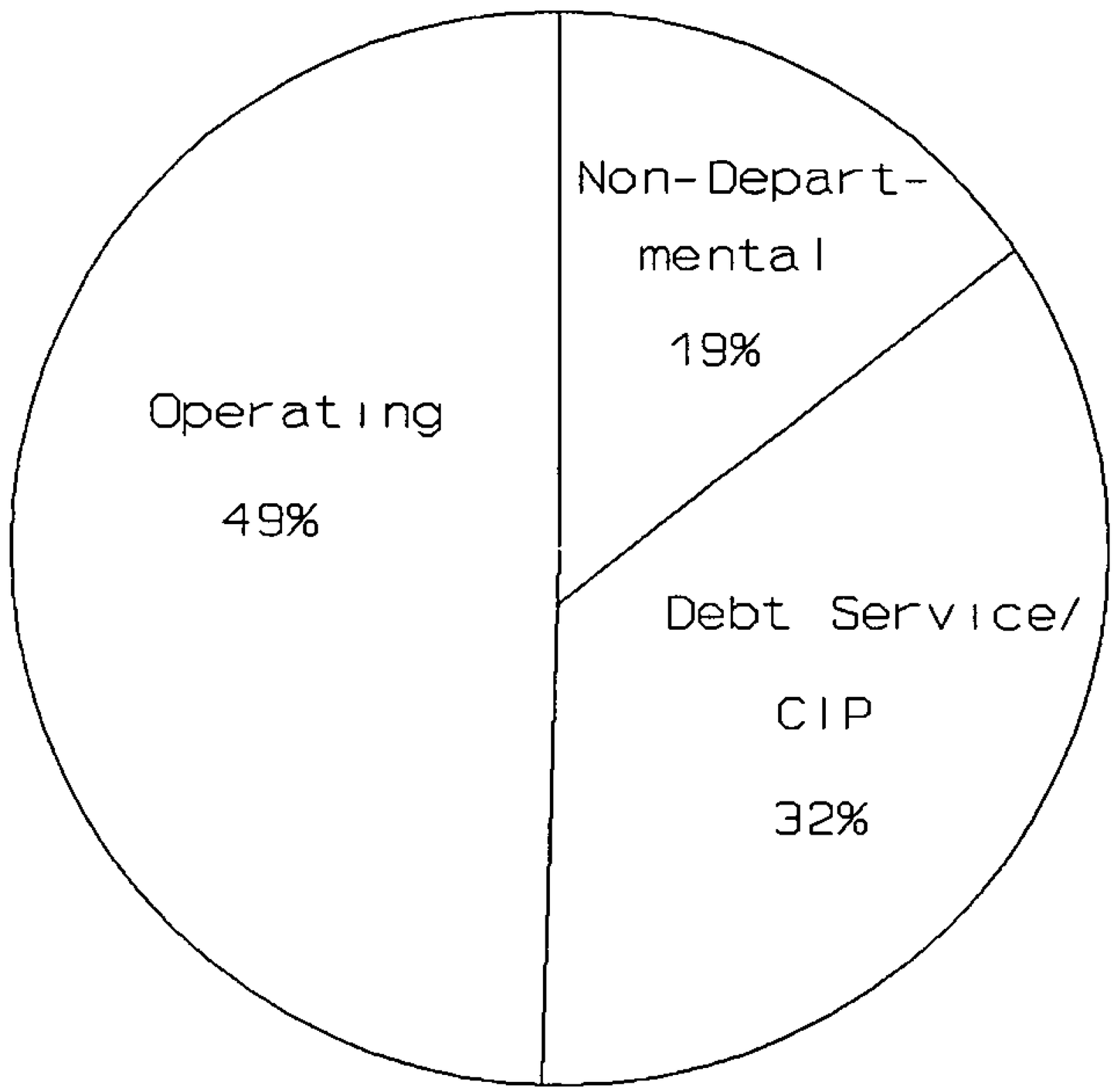
CMUD WORKLOAD

1982–1991



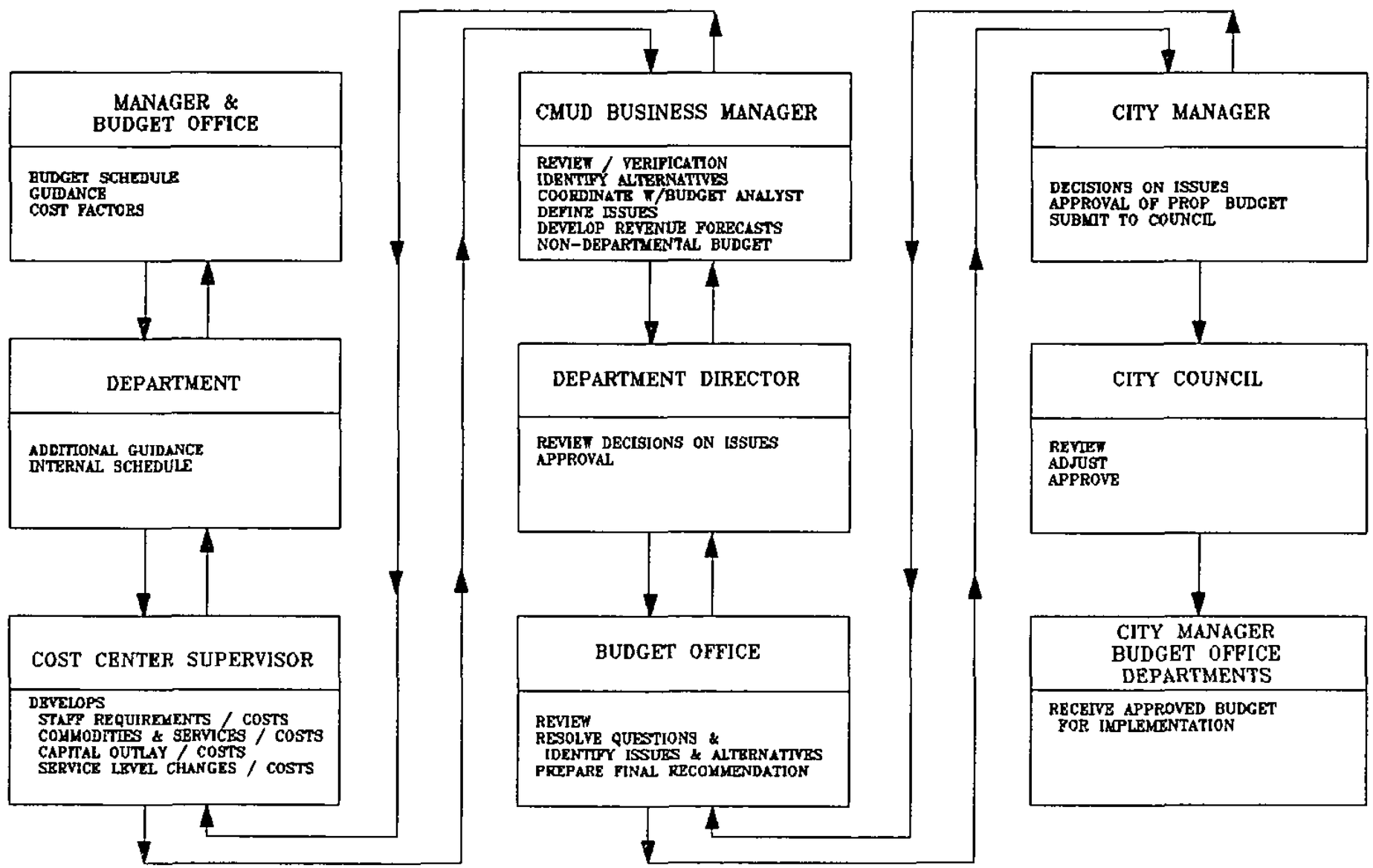
CMUD Budget

FY 1993



CHARLOTTE – MECKLENBURG UTILITY DEPARTMENT

BUDGET DEVELOPMENT PROCESS



CMUD

OPERATING BUDGET

- **Personnel**
- **Commodities & Services**
- **Capital Outlay**
- **Service Level Changes**

CMUD

Non-Departmental Budget

- **Fringe Benefits (29%)**
  Fica, Retirement, Longevity Pay, Insurance

- **General Fund Payments (25%)**
  Cost Allocations, Water\Sewer Billing

- **Reimbursable Contracts (13%)**
  5 year & 15 Year

- **50/50 Extension Costs (10%)**

- **General Insurance (9%)**

- **Miscellaneous (13%)**
  Audit, Summer Jobs,
  Employee Physical, Workers
  Comp., Awards & Contingency

CMUD

Debt Service/CIP Budget

- **Debt Service**

  Interest & Principal on Existing Debt and Planned Bond Sales.

- **Pay-As-You-Go CIP Contributions**

WATER TREATMENT BUDGET OBJECTIVES

OPERATE WATER TREATMENT SYSTEM IN SUCH A MANNER THAT PUBLIC HEALTH AND SAFETY ARE PROTECTED BY PROVIDING HIGH QUALITY POTABLE WATER IN SUCH VOLUMES THAT ALL DEMANDS ARE MET, INCLUDING ADEQUATE RESERVES TO ACCOMMODATE PROJECTED GROWTH

- Perform necessary testing and quality control to demonstrate 100% compliance with the most recent EPA Drinking Water Standards.

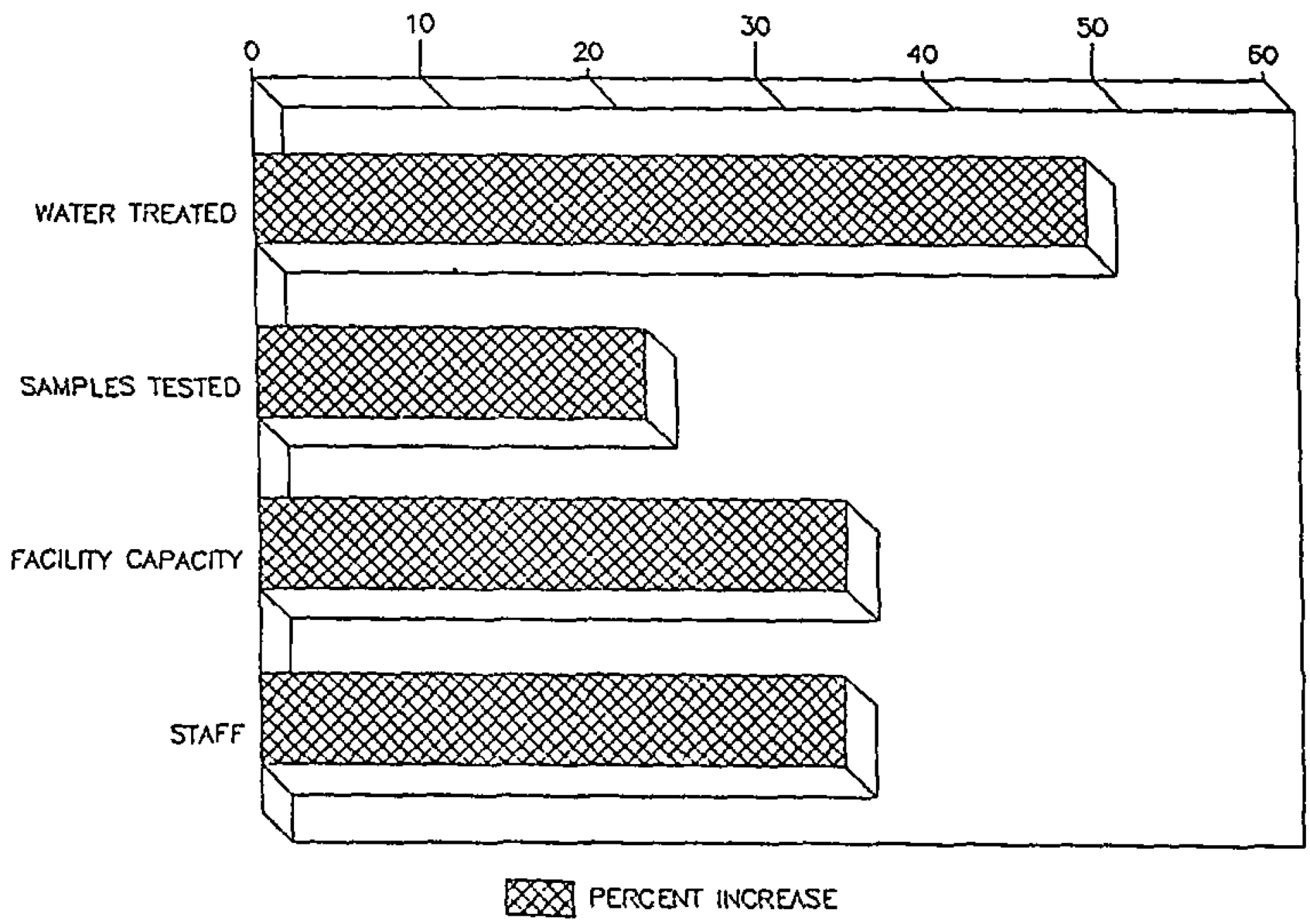
- Maintain a daily capacity which exceeds the average daily demand by a factor of at least 1.5 and is capable of supplying a demand of 12 million gallons over the peak maximum daily demand.

- Ensure that all equipment at water plants and other facilities is in proper working order by performing routine preventative maintenance on equipment. Complete 90% of prescheduled assignments each reporting period.

- Maintain the rate of kilowatt usage (gallons pumped per KWH) at the Water Plants within 5% of the level required during the previous year.

WATER PRODUCTION

1982–1991



CMUD

Water Treatment Budget
Personnel

Supervision	Superintendent
	Plant Engineer
	Chief Chemist
	Admin.Officer
	Office Asst.
***Pump Station**	Supervisor
	4 Operators
	Laborer
***Vest**	Supervisor
	2 Chemist
	7 Operators
	5 Laborers
	Water Quality Tech
	Building Maint.Asst.

*Davidson	Supervisor
	4 Operators
	Laborers
*Franklin	3 Supervisors (2 Relief Supervisors)
	5 Chief Operators
	11 Operators
	Chemist
	1 Labor Crew Chief
	3 Laborers
	Equipment Operator
	Water Quality Tech
	2 Bldg. Maint.Asst.
	6 Mechanics(support all 4 facilities and remote pumping stations.)

* 3 Shifts-Around The Clock Operations

CMUD

Water Treatment Budget

Overtime Calculation
Catawba Pump Station
FY 1993

- **Holiday Pay For Minimum Staff**
  10 Holidays x 5 Employees x
  8Hrs.@$11.96hr/(straight-time) = **$4,504**

- **Sick Leave & Vacation Coverage for Operators**
  96 Hrs. @ $16.89/hr. **$1,621**

TOTAL **$6,125**

CMUD

Water Treatment Budget

Power For Pumping Computation
Catawba Pump Station
FY 1993

- **Diesel Fuel**
  10,000 Gallons/Yr @ $1.4485. $14,485.

- **Power**
  Estimate Of Water To Be
  Pumped x Current Cost/MG X Rate Change,
  27,933.366 X $27.60 X 1.05 $ 811,248

Total $825,733.

1993 Estimate Of Water To Be Pumped, Based On FY 90 Actual Of 23,897.21 X 1.0505 For FY91 X 1.0505 For FY92 X 1.0505 For FY93

1.0505 Factor = Average 5 Year Increase In Water Demand

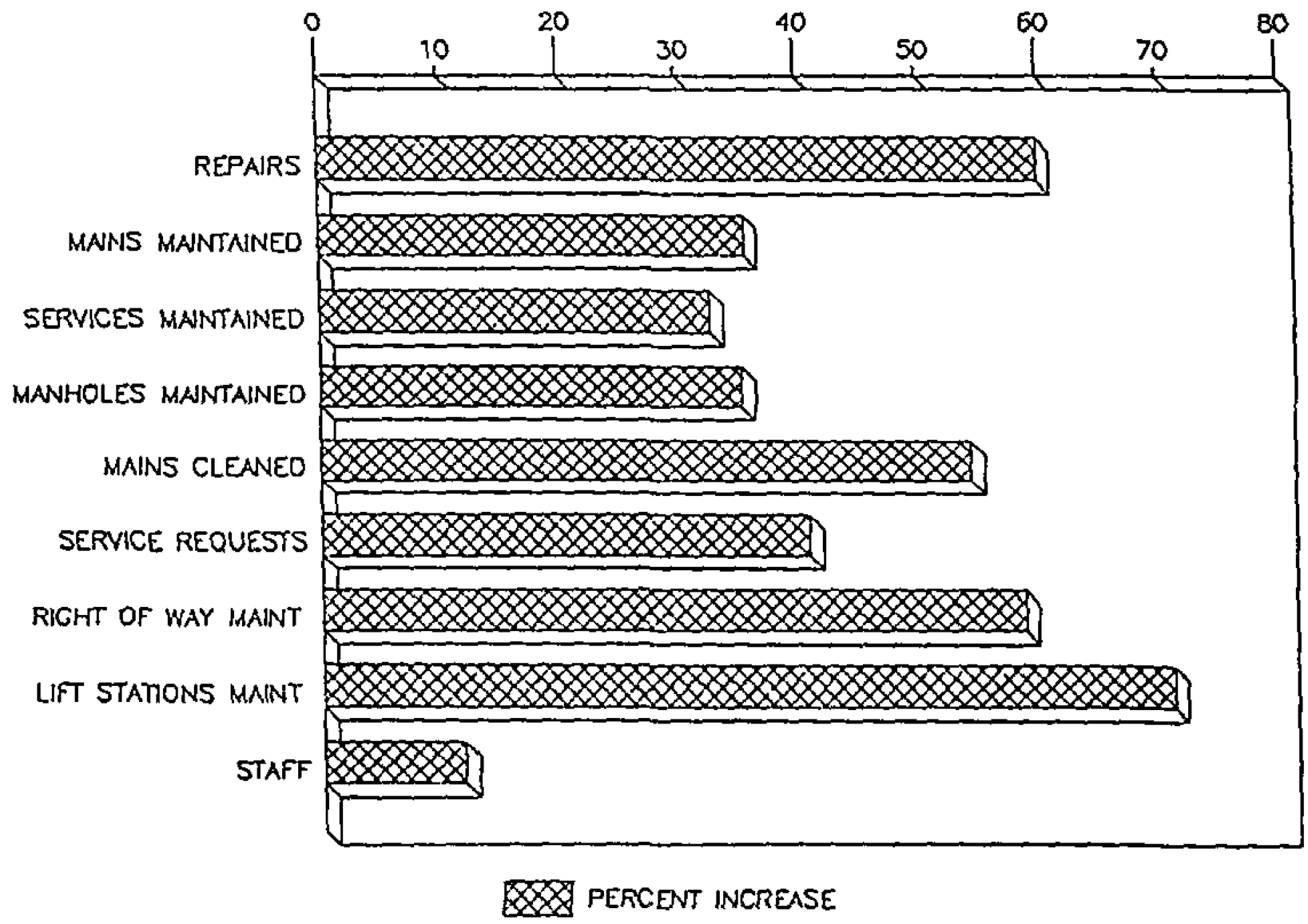
WASTEWATER COLLECTION BUDGET OBJECTIVES

OPERATE WASTEWATER COLLECTION SYSTEM IN SUCH A MANNER THAT HEALTH, PROPERTY, AND ENVIRONMENTAL CONCERNS ARE PROTECTED BY PROVIDING ORDERLY PREVENTIVE AND CORRECTIVE MAINTENANCE, BY TIMELY SCHEDULING OF CONSTRUCTION PROJECTS FOR UPGRADE AND EXTENSION TO THE WASTEWATER SYSTEM, AND BY ASSURING PROPER OPERATION OF THE WASTEWATER PUMPING STATIONS

- Perform regularly scheduled preventative maintenance on lift stations to reduce the number of overflows.
- Maintain the previous year ratio of overflows/1,000 miles.
- Install 75% of service connections within 30 days of application and 100% within 45 days, unless delayed by applicant.
- Clear or mow 50% of maintained rights of way each year.
- Respond to 75% of emergency requests within 2 hours and 95% within 3 hours.
- Maintain the previous year ratio of stoppages/1,000 miles.

WASTEWATER COLLECTION

1982–1991



CMUD

WasteWater Collection Budget

Personnel
FY 1993

Staff Requirements

Based On Touche Ross Study (1986)

- **Identified 23 Activities**
- **Projected Workload (Based on History)**
- **Established Work Standards**
- **Computed Full Time Employees Needed Considering Vacation, Sick, Holidays, Weather, Turnover & Downtime, Adjusted For Overtime At 1.035 Factor.**

Determined Need for Total Staffing Of 135
At 100% Of Standard And 148 at 90% Standard
Current Authorized Staffing = 132
Actual Staffing 118 - 127

Touche Ross Crew Recommendations

Activity	Recommended # Crews	Actual # Crews
Lateral Const./Repair	2	3
Mainline Const.	3	1
Emergency Service	3	3
Jet/Vactor	5	5
Rodding	4	4
Off Street	2	2
Utility Repair	4	4
Right Of Way	1	1
T.V.	1	1.5
Herbicide	.5	.5
Lift Station	4	4
	29.5	29

Based On Personnel Available One Or More Crews May Not Be Staffed And Operating.

CMUD

WasteWater Collection Budget

Commodities & Services
FY 1993

Contract Services	
Pavement Patching (Paid To DOT)	
4.75 sq.yd. X 650 laterals X $28.49/sq.yd.	**87,963**
400 sq.yd. sidewalk @ $70.90/sq.yd.	**28,360**
Street cuts,1500 sq.yd X 28.49/sq.yd.	**42,735**
Misc.temp patch , retop,sawing	**3,000**
Street Repairs	
1900 sq.yd. @ 28.49	**54,131**
Manhole adjustment 75 ea.@ $91.00	**6,825**
Emergency Repairs	**10,000**
Services by other divisions	**2,000**
Outside services	**4,500**
Right of Way clearing	**58,500**
	$298,014

$298,014 X Inflation Factor of 1.05 Each Year = $328,560

CMUD

WasteWater Collection Budget
FY 1993

Fuels

82 Vehicles and Motorized Equipment	
Gasoline - 96,000 gals. X $1.19	$114,240
Diesel - 21,000 gals X $1.65	34,650
Oil - 900 gals X 3.25	2,925
TOTAL	$151,815

Chemicals

Root Control In Sewer Lines	
10 gal/day X 160 days X $49.25/gal.	$78,800
Misc. (Insecticides, Disinfectants, Deodorants)	2,100
TOTAL	$880,900
$80,900 x 1.035 Inflation	$83,731

MWBE ADVISORY COMMITTEE

COMMENTS PRESENTED TO

THE CHARLOTTE CITY COUNCIL

ON

MARCH 2, 1992

THE MWBE ADVISORY COMMITTEE
COMMENTS PRESENTED TO
THE CHARLOTTE CITY COUNCIL
MARCH 2, 1992

The City of Charlotte Minority and Women Business Enterprise (MWBE) Advisory Committee consists of representatives from the Associated General Contractors, Charlotte Minority Business Development Center, Charlotte Chamber of Commerce, Small Business Administration, Native American Women, African American Organizations, State and Local Government Agencies, Private Business Owners and others who know the realities that are faced when doing business with the City of Charlotte.

When Elizabeth Mills was hired in 1984, one of the first things she did, with the approval of the City Manager, was to establish an MWBE Advisory Committee. This Committee is comprised of men and women who serve the many majority, minority and women contractors with whom the City does business. From the beginning, the Committee has advised the City Manager, the City Council and the Staff on the many critical issues which impact the effectiveness of the City's Minority and Women Business Enterprise Program.

The Charlotte MWBE Program has been carefully planned, taking into consideration the decisions of the United States Supreme Court regarding local government efforts in administering public contracts with MWBE participation. Be assured that the Plan has been carefully examined and developed with the guidance of the City's legal staff.

This "good faith, goal oriented" Program, has helped to nurture and provide increased business opportunities to minorities and women <u>until</u> this fiscal year. It appears that the recession has created fiercer market conditions and less willingness by the general contractors to do business with Minorities and Women.

In the face of this kind of market we wish to reiterate some of the Annual recommendations we have forwarded to you.

1. The City should centralize the Administration of its MWBE Program and provide less autonomy to individual departments to interpret the Program. The interpertation of "good faith efforts" vary from person to person. Further, the priority that one individual gives to the Program depends largely on how sensitive and committed he/she is in assuring that opportunities are provided for Minorities and Women business owners.

2. The City should centralize the authority for monitoring for compliance the MWBE Program's goals and procedures.

3. The City should conduct a review and update the Disparity Study which we called for in our FY91 Annual Report. This review should not suspend the City's MWBE Program.

4. In the past we have focused on the lack of production by the Purchasing Department. This problem appears to have been solved.

The MWBE Advisory Committee is pleased to see the increased interest in the MWBE Program. This interest seems to have been elicited by the problems faced with Fire Station 29. We hope that the comments provided here will help you develop a greater appreciation for the role which the MWBE Advisory Committee plays.

The City's MWBE Staff has assisted NationsBank, First Union, Hoechst Celanese and other cities to develop MWBE Programs. This kind of leadership is rare; but it's no surprise that this exemplary leadership comes from Charlotte. Let us reinforce our City's leadership by strengthening the Program and by sending a message to the community that Charlotte will continue to create fair opportunities and develop workable programs to assure that the disadvantaged citizens of its community are included in its growth!

John F Wall
President

H.I Mateen
1st Vice President

Pride L Patton Jr
2nd Vice President

Corine Thomas
Secretary

Alan G Rousseau
Treasurer

EST 1991

March 1, 1992

City of Charlotte-Mecklenburg County
City Council
600 East 4th Street
Charlotte, N. C. 28202-2850

Dear Council Member:

This letter is written on the behalf of the Metrolina Minority Contractors Association and Business Associates organization. We are an organization of minority business owners, who are participants in the City of Charlotte's MWBE program. We are also committed to enhancing the quality of life in our city, and we are supporters of continued growth for our City.

Nevertheless, we have a grave concern regarding the continued decrease of contracts that are awarded to black owned businesses. We are concern about the continued decrease in the level of participation of black owned businesses in the capital projects of the City of Charlotte. We are concerned because of the attitudes and behavior of those who are are administering construction contracts for the City of Charlotte. The program is no longer working for black business owners, who wishes to pursue contract opportunities with the City.

Therefore, we have researched and analyzed black business owners' participation with the City of Charlotte. The figures shows a reduction in the percentage of business contracted with black business owners. As a result, the association has submitted a proposal to the City of Charlotte to rectify the decline in contracts awarded to black owned businesses.

We believe, that the proposal details an amendment that calls for the MWBE program to be centralized. We propose, the MWBE Director be given the authority to direct the program. Further, the MWBE director should be given adequate staff to perform the program requirements, and a budget dedicated to the Office of MWBE director.

To conclude, we believe, that empowering the MWBE Director, will greatly enhance the City of Charlotte's MWBE program. We hope, as representative of the community, each of you have reviewed our proposal, and you will endorse the submitted proposal in its entirety.

P O Box 561466 • Charlotte, NC 28256 1466

Minority
MMCBA
Metrolina Contractors
& Business Associates

John F Wall
President

H.I Mateen
1st Vice President

Pride L. Patton, Jr
2nd Vice President

Corine Thomas
Secretary

Alan G Rousseau
Treasurer

Your comments and approval of the proposal are appreciated.

Sincerely,

John F. Wall

John F. Wall
President

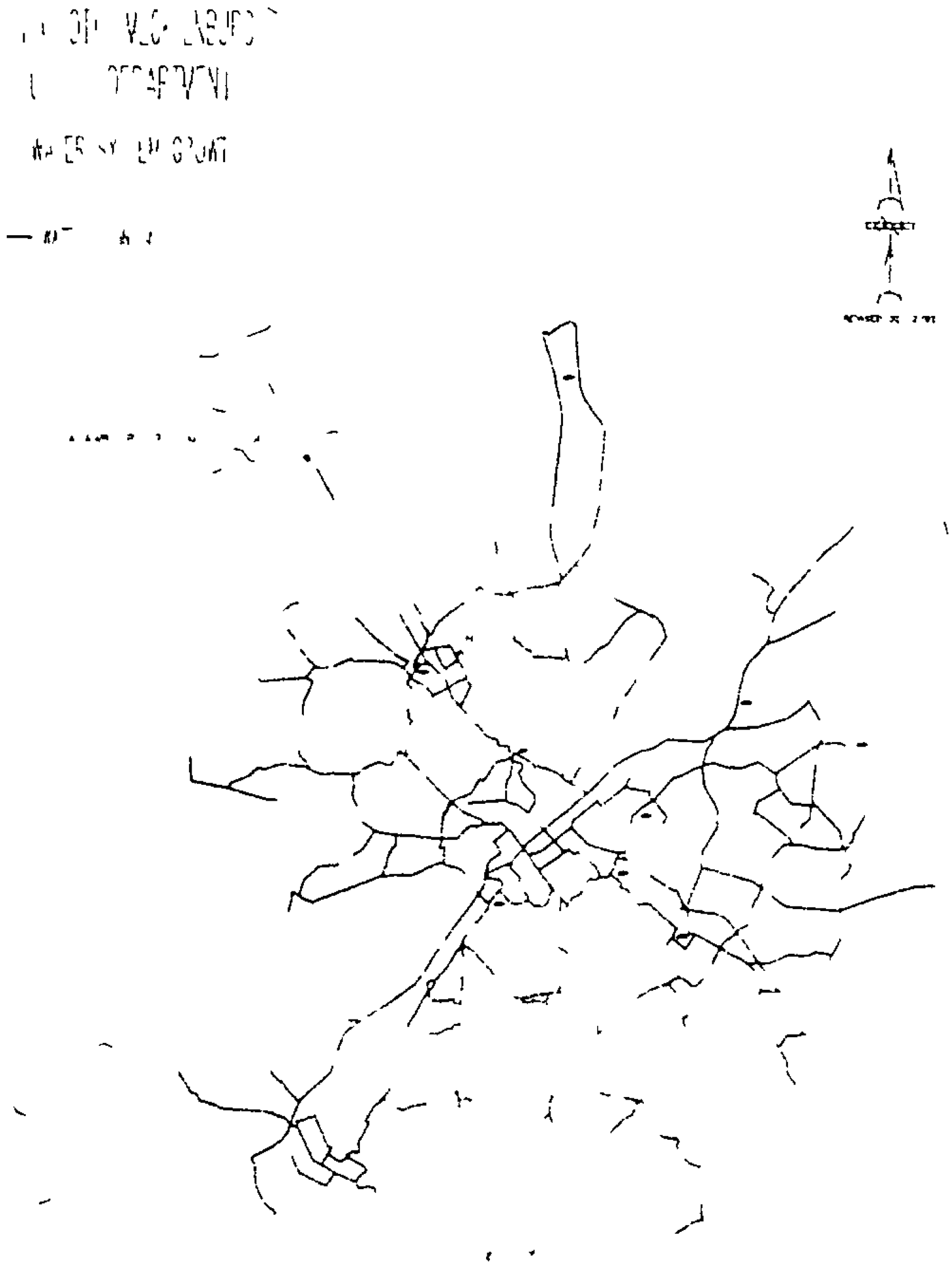
cc: The Board of Directors of
Metrolina Minority Contractors Associates

EST 1991

P O Box 561466 • Charlotte, NC 28256-1466

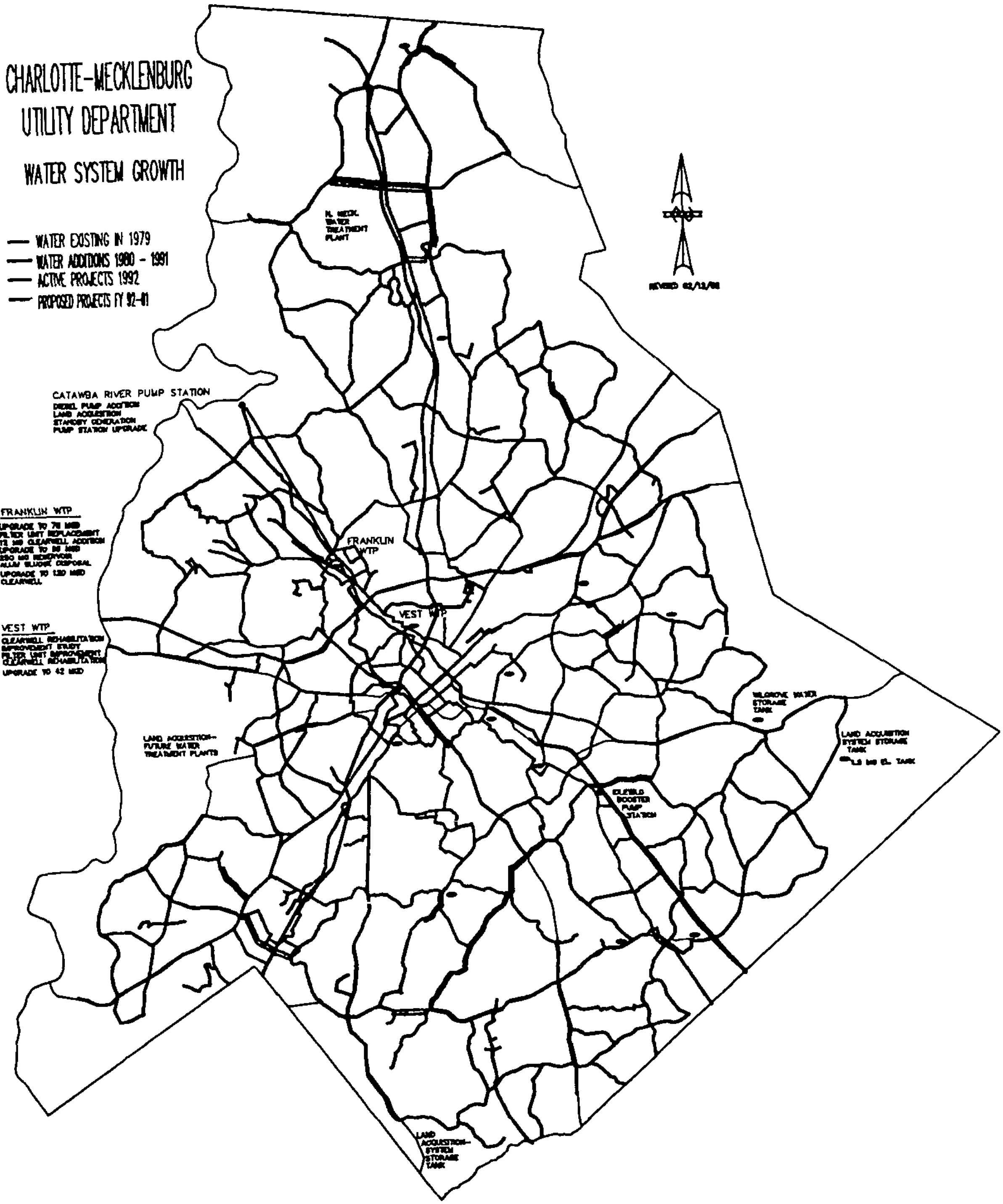
CMUD
FUNCTIONAL AREAS

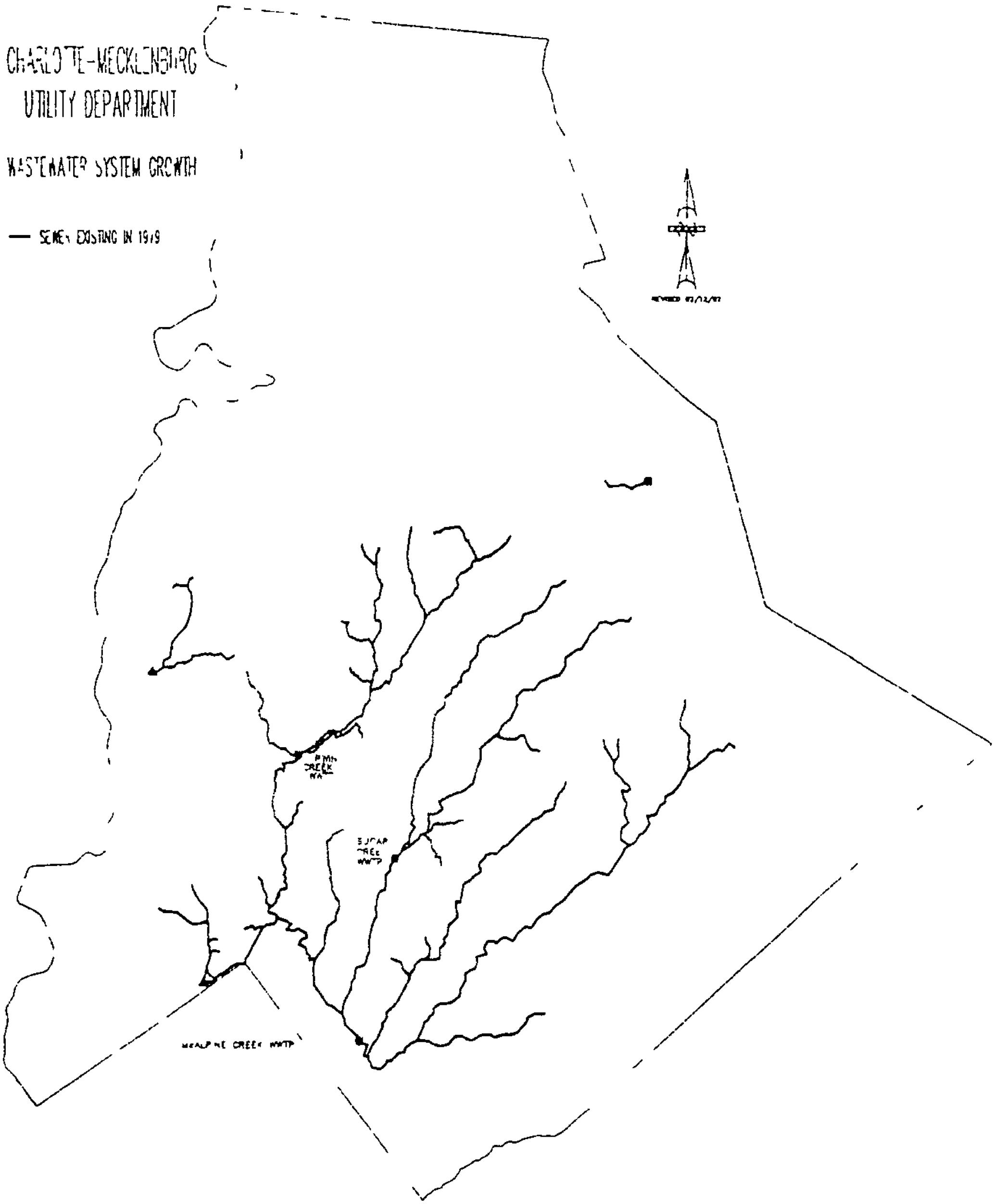
- Water Production
- Water Distribution
- Wastewater Collection
- Wastewater Treatment
- Customer Service
- Industrial Waste Monitoring
- Engineering
- Department Administration



CHARLOTTE-MECKLENBURG UTILITY DEPARTMENT

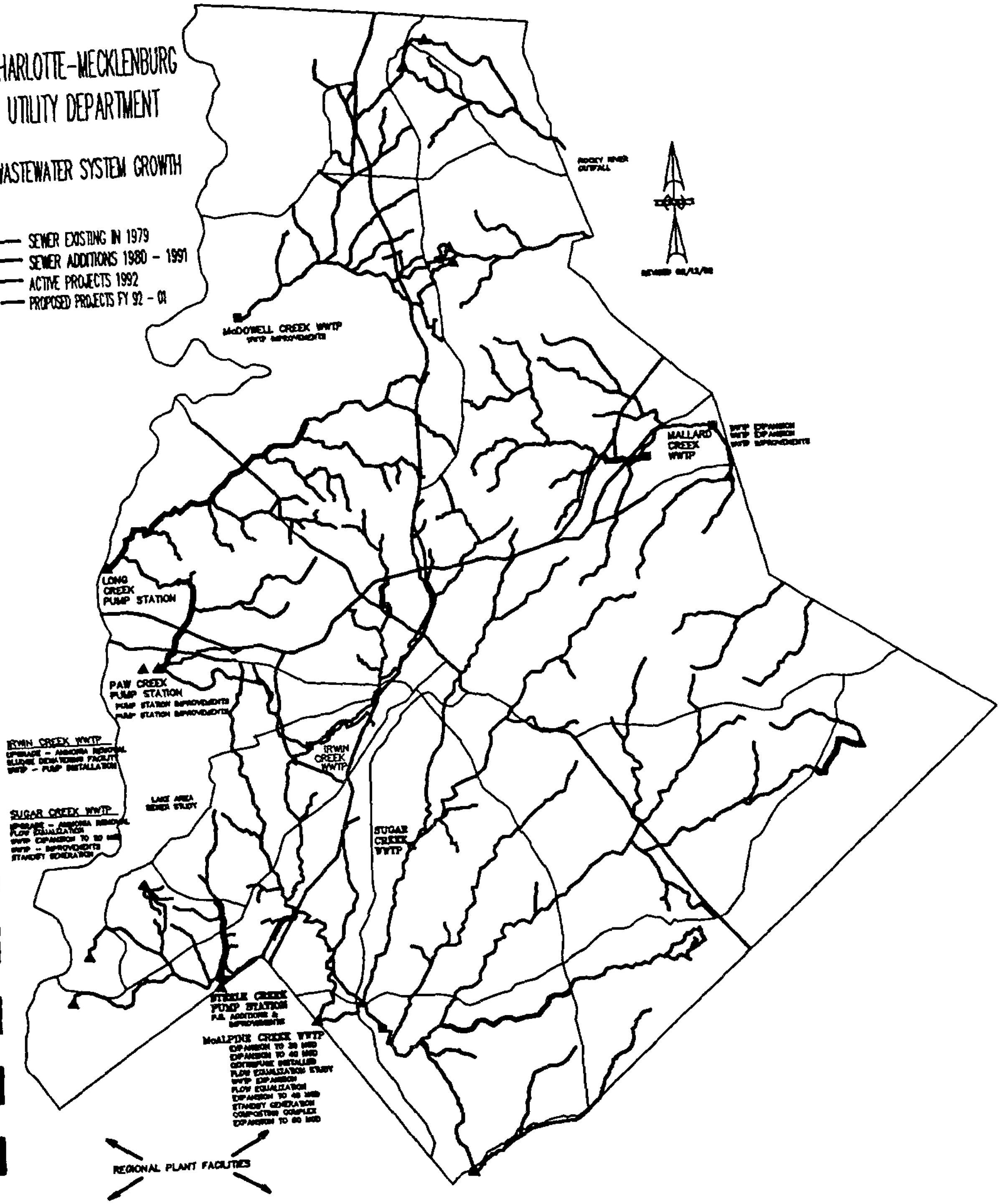
WATER SYSTEM GROWTH




CHARLOTTE-MECKLENBURG
UTILITY DEPARTMENT
WASTEWATER SYSTEM GROWTH
— SEWERS EXISTING IN 1979
SUGAR CREEK WWTP

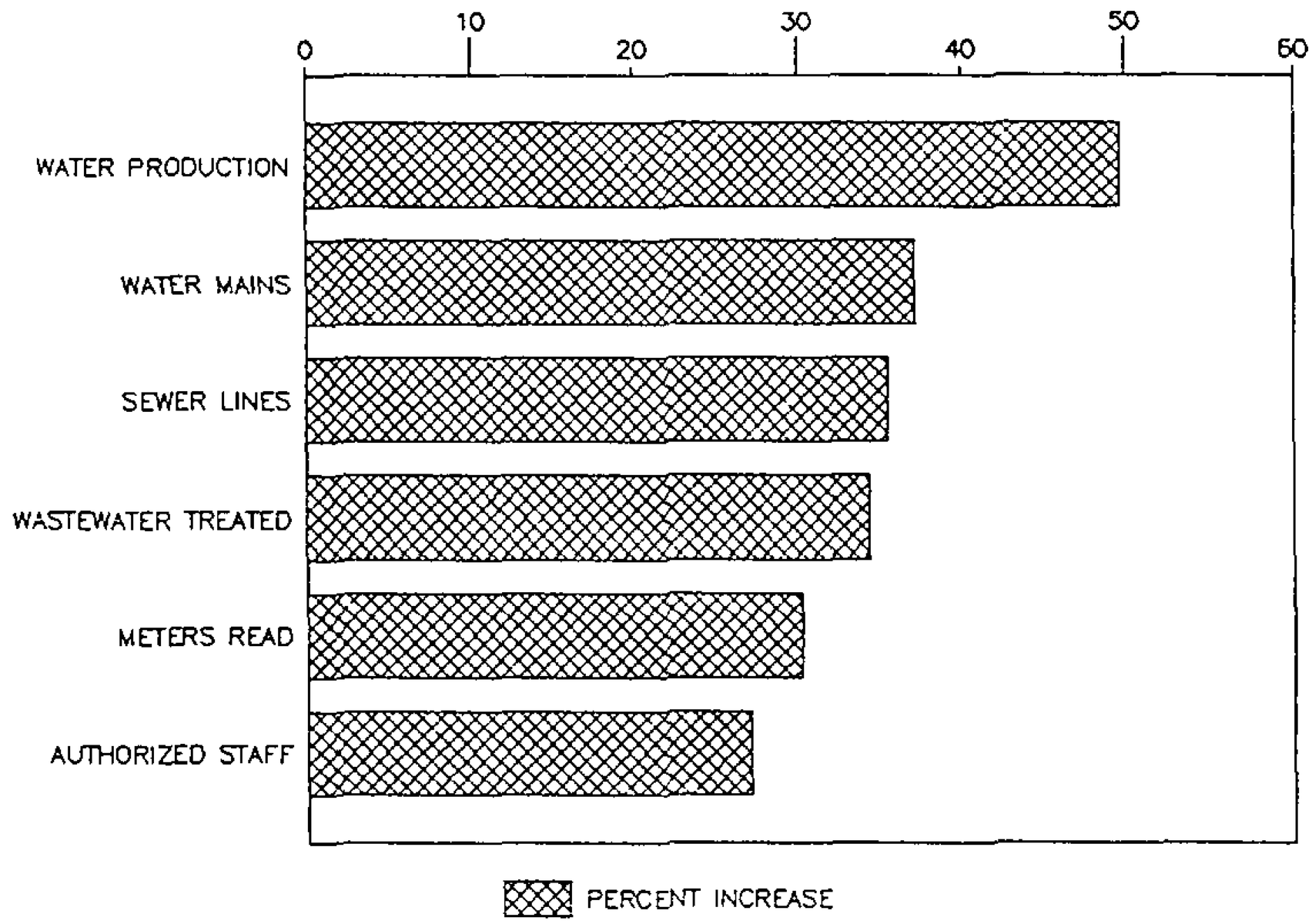
CHARLOTTE-MECKLENBURG UTILITY DEPARTMENT

WASTEWATER SYSTEM GROWTH



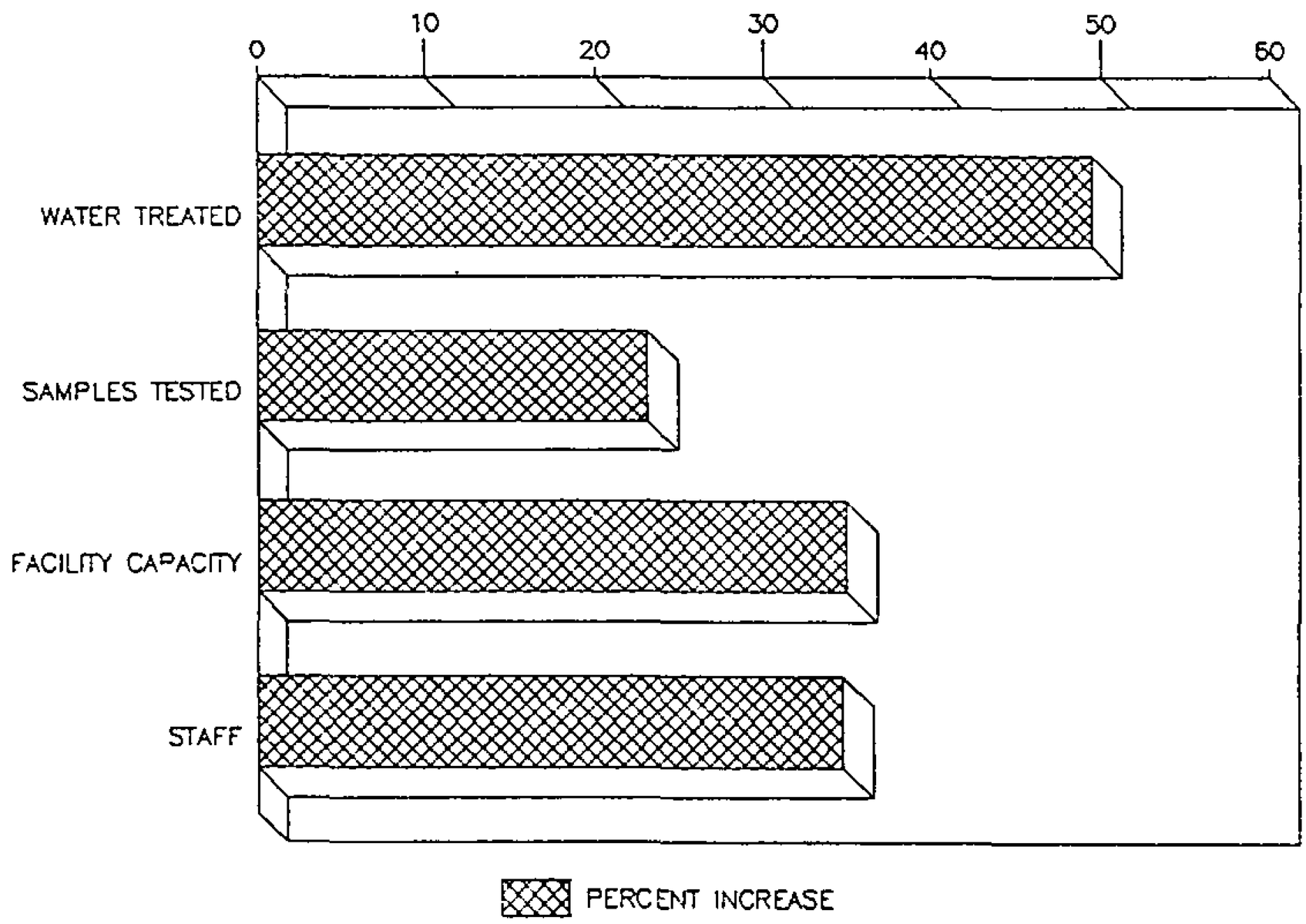
CMUD WORKLOAD

1982–1991



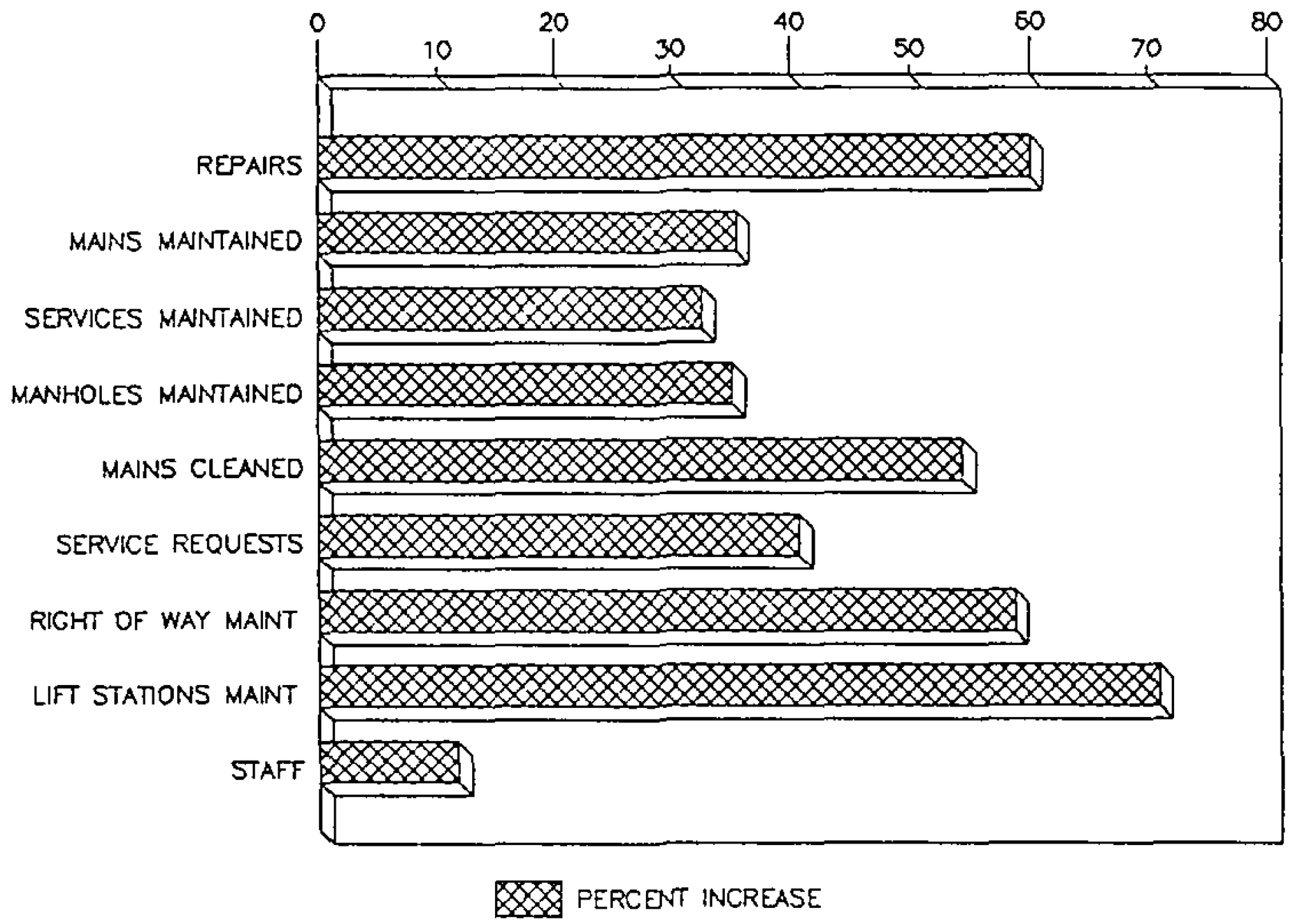
WATER PRODUCTION

1982–1991



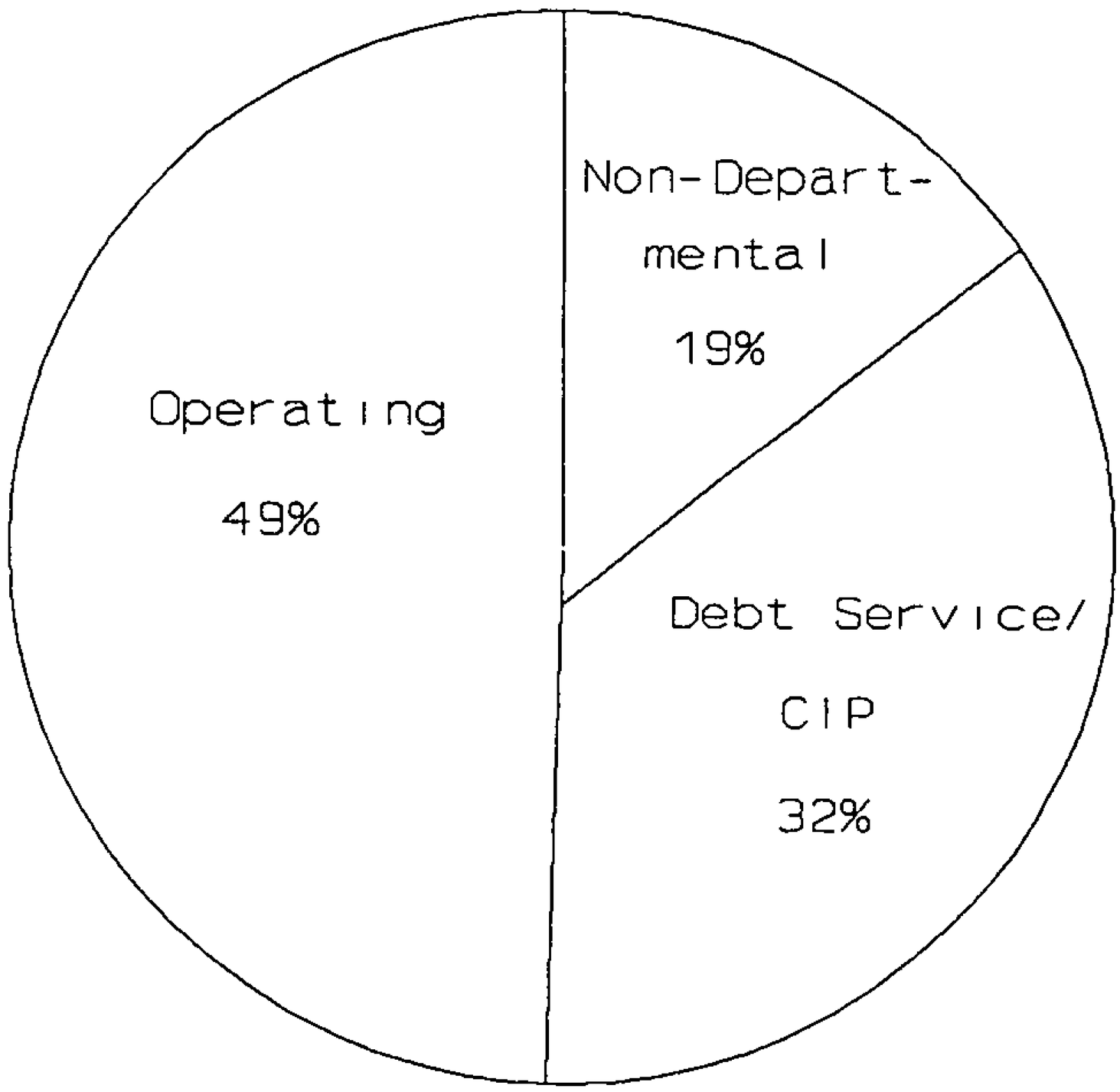
WASTEWATER COLLECTION

1982–1991



CMUD Budget

FY 1993



CMUD

OPERATING BUDGET

- Personnel
- Commodities & Services
- Capital Outlay
- Service Level Changes

CMUD

Non-Departmental Budget

- **Fringe Benifits (29%)**
  Fica, Retirement, Longevity Pay, Insurance

- **General Fund Payments (25%)**
  Cost Application, Water\Sewer Billing

- **Reimbursable Contracts (13%)**
  5 year & 15 Year

- **50/50 Extension Costs (10%)**

- **General Insurance (9%)**

- **Miscellaneus (13%)**
  Audit, Summer Jobs,
  Employee Physicals, Workers
  Comp., Awards & Contingency

CMUD

Debt Service/CIP Budget

- **Debt Service**
  Interest & Principle on Extensive Debt And Planned Bond Sales.

- **Pay-As-You-Go CIP Contibutions**

CMUD

Water Treatment Budget
Personnel

Supervision	Superintendent
	Plant Engineer
	Chief Chemist
	Admin.Officer
	Office Asst.
Pump Station *	Supervisor
	4 Operations
	Laborer
Vest *	Supervisor
	2 Chemist
	7 Operators
	5 Laborers
	Water Quality Tech
	Building Maint.Asst.

Davidson *	Supervisor 4 Operators Laborers
Franklin *	3 Supervisors (2 Relief Supervisors) 5 Chief Operators 11 Operators Chemist 1 Labor Crew Chief 3 Laborers Equipment Operator Water Quality Tech 2 Bldg. Maint.Asst. 6 Mechanics,(support all 4 facilities and remote pumping stations.)

* 3 Shifts-Around The Clock Operations

CMUD

Water Treatment Budget

Overtime Calculation
Catawba Pump Station
FY 1993

- Holiday Pay For Minimum Staff
  10 Holidays x 5 Employees x
  8Hrs.@$11.96hr/(straighttime) = $4,504.

- Sick Leave & Vacation Coverage For Operating
  96 Hrs. @ $16.89/hr. $1,621

TOTAL $6,125

CMUD

Water Treatment Budget

Sample Power For Pumping Computation
Catawba Pump Station
FY 1993

- Diesel Fuel
  10,000 Gallons/Yr @ 1.4485. $14,485.

- Power Estimate Of Water To Be
  Pumped x Current Cost/MG X Rate Change,
  27,933.366 X $27.60 X 1.05 $ 811,248

Total $825,733.

1993 Estimate Of Water To Be Pumped, Based On FY 90 Actual Of 23,897.24 X 1.055 For FY91 X 1.055 For FY92 X 1.055 For FY93

1.055 Factor = Average 5 Year Increase In Water Demand

CMUD

Water Treatment Budget

Sample Utilities Cost Calculation
Franklin Plant
FY 1993

LP Gas For Lab	$120 00
Lighting - Hoskins Tank	68 00
Sewer Charges:	
MG To Be Discharged X Sewer Rate 219.199 X 1324	290,220
	$290,408
$290,408 X 1 071 (Inflation Factor)=	$311,027

CMUD

Water Treatment Budget

Chemical Cost Calculation
Vest Treatment Plants
FY 1993

Special Chem Analysis-Sodium Silicaflouride	$400.00
Bulk Chemical Cost	
FY 90 Cost/MG = $21 15	
Estimated Production 6,752 5 MG	
Est Production (mg) X Cost/MG= Cost	
6,752.5 MG X $21 15	142,815
	$143,215
$143,215 X 1 05 Inflation Factor=	150 376

CMUD

WasteWater Collection Budget

Personnel

FY 1993

Staff Requirements
Based On Touche Ross Study (1986)

- Identified 23 Activities
- Prosecuted Workload (Based on History)
- Established Work Standards
- Computed Full Time Employees Needed Considering Vacation, Sick, Holidays, Weather, Turnover & Downtime, Adjusted For Overtime At 1.035 Factor.

Determined For The Total Staffing Of 135
At 100% Of Standard And 148 at 90% Standard
Currant Aurthorized Staffing = 132
Actual Staffing 118 - 127

Touche Ross Crew Recommendations

Activity	Recommended # Crews	Actual # Crews
Lateral Const.	2	3
Mainlive Const.	3	1
Emergency Swr.	3	3
Jet/Vactor	5	5
Rudding	4	4
Off Street	2	2
Utility Repair	4	3
Right Of Way	1	1
T.V.	1	1.5
Herbicide	.5	.5
Lift Station	4	4
	---	---
	295	28

CMUD

WasteWater Collection Budget

OverTime Calculation
FY 1993

Estimated Based On Workload Forecast And Response Objectives:

Laterals: 2 Crews @ $57.44/hr X 8hrs/wk X 22 wks X 1.5=	30,328
Construction 2 Crews @ $59.18/hr. X 8hr/wk X 20 wks X 1.5=	28,406
Night/Weekend/Holiday Crew 26 Person Week @ 357/wk X 1.5=	13,923
Emergency Crew 1 Crew @ $26.41/hr X 20 hr/wk X 52 wks X 1.5=	41,200
Stand-By Pay 3 Persons X 108 hrs/wk X 52 wks X $ .50/hr=	9,364
Mason Outfall Emergency 2 Crews @ $60.23 X 160 hrs.=	19,274
	$142,495

142,495 X 1.04 = FY 93 Request $148,195

CMUD

WasteWater Collection Budget

Commodities & Service
FY 1993

Equipment Rentals	
Backhoe Rental	
32 wks @ 1,300/wk	$41,600
Barricades	
645/100 X 12 mo.	7,740
Emergency Equipment	5,000
Misc Small Equipment	6,000
Copier	
217/100 X 12mo	2,604
	$62,944

$62,944 X 1 08 Inflation Factor = $67,980

Motorized Equipment Maint
Estimate Based on Historical Costs
Paid To General Fund For Equipment Services,
53 Vehicles & 15 Equipment Items
Currant Cost X Inflation Factor of 1 08/hr. 377,525

CMUD

WasteWater Collection Budget

Commodities & Services
FY 1993

<u>Contract Services</u>

Pavement Patching		
4.75 sq yd. X 650 laterals X $28.49/sq.yd.	=	87 963
400 sq yd sidewalk @ $70 90/sq yd.	=	28,360
Streetcuts,1500 sq yd X 28 49/sq yd	=	42,735
Misc temp patch , retop,sawing	=	3,000
Street Repairs		
1900 sq yd. @ 28 49	=	54,131
Manhole adjustment 75 ea.@ #91.00	=	6,825
Emergency Repairs	=	10,000
Services by other divisions	=	2,000
Outside services	=	4,500
Right of Way clearing	=	58,500
		298,014

$298,014 X Inflation Factor of 1 05 Each Year = 328,560

CMUD

WasteWater Collection Budget

Construction Materials

Laterals-	
675 @ 105.20 X 1.075	76,336
Misc.(sand,straw, seed,etc.)	8,968
Extensions-	
Clay pipe 18,000 X $2.75/yd.	49,500
D I P 1,500' X $8.97/yd.	13,455
Manholes 90 X $468.	42,120
Ring & covers 90 X 115 degrees	10,350
Misc,(sand, seed, gravel,brick,etc.)	11,000
Repairs / Maintence	
Manholes 800' X 45'	36,000
Clay pipe 3000 X $2.75 ft.	8,250
D I P 1500' X $897./ft.	13,455
Rings & covers 225 X $115.	25,875
Concrete 230 cu.yd.X $79./ft.	18,170
Misc./seed,stone, brick,etc.	25,000
SUBTOTAL	338,479
338.479 x 1.05 Inflation each year	373,173
I/I Control	
Solid Manhole Covers 1000 X $49.	49,000
TOTAL	422,173

CMUD

WasteWater Collection Budget
FY 1993

Fuels 82 Vehicles and Motorized Equipment	
Gasoline - 96,000 gals X $1 19	$114,240
Diesel - 21,000 gals X $1.65	34,650
Oil - 900 gals X 3 25	2,925
TOTAL	$151,815
Chemicals Root Control In Sewer Lines	
10 gal/log X 160 ~~logs~~ X 49.25/gal.	$78,800
do s	
Misc (Insecticides, Disenfectants, Deodorants)	2,100
TOTAL	86,900
80,900 x 1 035 Inflation	$83,731

CMUD

WasteWater Collection Budget

Capital Outlay
FY 1993

Soil Compactor	Replace 1975 Model
Bush Hog	Replace 1 of 2 For Right of Way
Tapping Machine	Replace 1983 Model
T.V. Camera	Replace 8 Yr. Old Model
6 Pump	Replace 1977 Model
Portable Radio	Replace 2 of 5 Independable Units
Gas Defectors (4)	Replace 4 of 25 Units
*Chain Saws (2)	Replace 2 of 6 4 to 7 yrs.old
*Blowers (2)	Replace 2 of 3 5 to 8 yrs old

* These Items Will Be Deleted, No Longer Meet Criteria For Capital Items.