



**BERLIN, MARYLAND**  
**MAYOR AND COUNCIL MEETING**

**MONDAY, FEBRUARY 13, 2017**

**COUNCIL CHAMBERS – BERLIN TOWN HALL**  
**10 WILLIAM STREET**  
**BERLIN, MD 21811**

EXECUTIVE SESSION .....6:00 PM  
REGULAR SESSION .....7:00 PM

*Anyone having questions about the meetings mentioned above or needing special accommodations should contact Laura Allen, Town Administrator at (410) 641-4144. Written materials in alternate formats for persons with disabilities are made available upon request.*

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**BERLIN MAYOR AND COUNCIL**  
**Meeting Agenda**

**Berlin Town Hall**  
**10 William Street**

**Monday, February 13, 2017**

**6:00 PM EXECUTIVE SESSION – Conference Room**

- a. Pursuant to Section §3-305(b)(7) – To consult with counsel to obtain legal advice on a legal matter.
- b. Pursuant to Section §3-305(b)(8) To consult with staff, consultants, or other individuals about pending or potential litigation;

**7:00 PM REGULAR SESSION – Council Chambers**

1. Approval of the Minutes for:
  - a. Executive Session of 01/23/17
  - b. Statement of Closure for Executive Session of 01/23/17
  - c. Regular Session of 01/23/17
2. Presentations:
  - Owner of Fins Ale House & Raw Bar – Jeff Hamer
  - Maryland’s Healthiest Business – Kathy Wool
3. Motion to Approve the purchase of a Prefabricated Outdoor Restroom Building for Dr. William Henry Park. 2017-07 – Mary Bohlen
4. Departmental Reports:
  - a. Finance Director – Natalie Saleh
  - b. Administrative Services Director – Mary Bohlen
  - c. Water Resources/Public Works – Jane Kreiter
  - d. Electric – Tim Lawrence
  - e. Police – Arnold Downing
  - f. Planning – Dave Engelhart
5. Town Administrator’s Report
6. Comments from the Mayor
7. Comments from the Council

8. Comments from the Public

9. Comments from the Press

10. Adjournment



**BERLIN MAYOR AND COUNCIL**  
**Meeting Minutes**  
**Monday, January 23, 2017**

**7:00 PM            REGULAR SESSION – Berlin Town Hall Council Chambers**

**Present:** Mayor Gee Williams, Councilmembers Thom Gulyas, Zackery Tyndall, Elroy Brittingham, Dean Burrell, Troy Purnell.

**Staff Present:** Town Administrator Laura Allen, Managing Director Jeff Fleetwood, Administrative Services director Mary Bohlen, Town Attorney David Gaskill, Chief of Police Arnold Downing, Electric Utility Director Tim Lawrence, Planning Director Dave Engelhart, Economic and Community Development Director Ivy Wells and Administrative Assistant Kelsey Jensen.

Following the Lord’s Prayer and Pledge of Allegiance, Mayor Williams called the meeting to order at approximately 7:05 PM.

Mayor Williams introduced Mr. David Deutsch, the new Project Coordinator for Berlin Falls Park.

1. Approval of the Minutes for:

a. Regular Session of 01/09/17:

On the motion of Councilmember Gulyas, the Regular Session Minutes of January 9, 2017 were approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	5	0			

2. Presentation:

Bunky Luffman, Intergovernmental Affairs, Eastern Shore Liaison, Office of the Governor Mr. Luffman introduced himself and explained what his job entailed. Mayor Williams and Councilmember Tyndall thanked Mr. Luffman for taking the time to introduce himself. Ivy Wells stated that she gave Mr. Luffman a tour of the town when he visited.

3. Event:

Chamber After Hours at the Taylor House Museum – Carol Rose and Jan Quick Jan Quick explained the event and invited the Mayor and Council to attend. The event will take place on April 27, 2017 from 5pm-7pm.

On the motion of Councilmember Purnell, Chamber after hours was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				

Troy Purnell	X				
Thom Gulyas		X			
Zackery Tyndall	X				
<i>Voting Tally</i>	4	1			

4. Donation request for baseball field lighting project – Berlin Little League: Tripper Heckscher, Treasurer and Jocelyn Shelsire, Secretary requested the Town’s Electric Department to perform the labor free of charge for a planned lighting project for Field D. Mr. Heckscher thanked Tim Lawrence for taking the time to meet with him and discuss the labor needed. The league is growing and they are hoping to extend the playable hours in a day by installing lighting, this would also allow them to have tournaments. Taylor Bank has agreed to give them a note for \$50,000 as long as they can raise the other \$50,000. Councilmember Burrell asked what the labor entailed; Mr. Lawrence stated that he spoke with Delmarva Power and Choptank Electric and they will donate the equipment needed and the labor to install the poles. Councilmember Burrell asked Mr. Lawrence if they will have the time to handle the donated labor with their normal work load; Mr. Lawrence stated that they would. Councilmember Burrell asked if the Public Service Commission would allow for them to donate labor; no one saw an issue with that. Mr. Heckscher stated that they will not be able to start the work until they raise the funds to match Taylor Bank’s \$50,000.

On the motion of Councilmember Burrell, Motion 2017-05 was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	5	0			

5. EDU Agreements:

a. Atlantic General Hospital

Kim Justice, Vice President of Planning and Operations was present on behalf of Atlantic General Hospital (AGH) and explained that they would like to transfer four equivalent dwelling units (EDU’s) from the Barrett building to the new Cancer Center and purchase four new EDU’s for the Cancer Center. Laura Allen stated that she spoke with Water Resources and Public Works Director Jane Kreiter and they have no issue with that. Councilmember Burrell asked if he should vote because he is employed by AGH; David Gaskill said he may want to abstain.

On the motion of Councilmember Brittingham, Motion 2017-04 was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell			X		
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	4	0	1		

b. Ocean’s East

Blair Rinnier stated that they are moving on to the next phase of their project - buildings four and five - and would like to purchase 48 EDU’s (24 per building).

On the motion of Councilmember Purnell, Motion 2017-06 was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	5	0			

6. Resolution 2017-01: EDU Financing Policy

Town Administrator, Laura Allen explained the resolution in detail. Councilmember Burrell stated that he had issue with the last paragraph of the resolution regarding the ability to appeal; he thinks it should be stricken. Councilmember Tyndall asked if we can add a clause that the requests can only be made if all other outstanding balances are paid in full; Ms. Allen stated that the town already has that in place. Councilmember Purnell stated that he does not agree with the limit of five EDU’s in the resolution. Councilmember Gulyas does not agree with removing the last paragraph in the resolution, that does not give someone any other option if denied. David Gaskill explained that it can always be changed if an issue comes up that would require a change.

On the motion of Councilmember Burrell, the last paragraph being stricken from resolution 2017-01 was denied by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP			X		
Dean Burrell	X				
Troy Purnell		X			
Thom Gulyas		X			
Zackery Tyndall		X			
<i>Voting Tally</i>	1	3	1		

On the motion of Councilmember Gulyas, Resolution 2017-01 proposed as is was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell		X			
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	4	1			

7. Departmental Reports:

a. Administrative Services Director – Mary Bohlen

Ms. Bohlen advised that the next Parks Commission meeting will take place on January 31, 2017 at 5:30pm. On Wednesday, she will be meeting with a representative from the Maryland State Archives to discuss the records retention schedule; Councilmember Gulyas asked to let him know the time so he can sit in. Councilmember Burrell asked where we stand with the restrooms; Ms. Bohlen stated that they have received two bids and will be prepared to make a recommendation at the next meeting.

b. Electric Utility Director – Tim Lawrence

Mr. Lawrence reported that they have been doing maintenance because of the bad weather. At #5 Bay Street they have repaired a faulty underground service, energized new underground service at #6 Decatur Street, and at 10127 Germantown Road they upgraded the overhead service from 100 amps to 200 amps at the owner's request. They have been doing pole inventory to see if any need to be replaced. The Bantam Plus Meter Tester has to be calibrated each year to satisfy the Public Service Commission, so they had that done. They helped the sewer department replace a water pump on West Street. They trimmed trees throughout the town, they will do meter reads on Wednesday, and at 517 Bay Street building C the new services are being connected tomorrow.

c. Police Chief – Arnold Downing

Chief Downing had nothing to report.

d. Planning Director – Dave Engelhart

Dave Engelhart reported that he was asked to email the representative from Maryland and Delaware Railroads to get the ball rolling on the bikeways grant.

e. Economic and Community Development Director – Ivy Wells

Ivy Wells stated that before applying for a façade grant businesses must be up-to-date on their payments. She got the Berlin Main Street mobile app updated and working. She will be speaking at The Globe for Shorecraftbeer.com's FeBREWary on Saturday about the economic impact that craft beer has on Berlin. She reminded everyone that on Saturday, February 11, 2017 from 11am-3pm the Welcome Center will have crafts for kids to make valentine bags and local businesses will be handing out valentines. There will also be the carriage rides on Tuesday, February 14<sup>th</sup> from 4pm-8pm. She has been working with property owners to get vacancies filled, specifically Jay Bergey. DHCD Grant training will be using the photo of the town for their presentation. On January 31, 2017 at 8:30am she and Laura Allen will be meeting to discuss the events for the town and everyone is welcomed to attend.

f. Managing Director – Jeffrey Fleetwood

Mr. Fleetwood stated that the final payment for the Power Plant water damage was received in the amount of \$85,504.05. He is working on W-2's and 1095's and is hopeful to have them out by the end of the week. He is also going to be working on benefit renewals in the third week of February.

8. Town Administrator's Report – Laura Allen

Ms. Allen reported that Finance Director, Natalie Saleh asked Ms. Allen to report that the Energy Fund received \$4,140 in contributions and the Town's Electric Department will match it. This is the largest amount since the energy fund was established. The West Street project will start on February 1, 2017 and they will be looking into the road closure schedule. The Flower Street project is moving forward. Councilmember Brittingham had a concern about the Flower Street project because of the water levels; Ms. Allen stated that they have pumps out there but haven't been running them in the past couple of days. They are running now.

Councilmember Brittingham asked if there will be anything protecting the pedestrians as far as a curb or guard. She will look into it and let the Council know.

9. Comments from the Mayor:

Mayor Williams explained the proposed plan for the new Naming Committee, they would like six voting members and two administrators. The voting members would be Councilmember Burrell, Councilmember Tyndall, Billy Todd, Mike Wiley, Carol Rose and Heather Layton. The administrative members would be Town Administrator, Laura Allen and Town Attorney, David Gaskill. If there were a tie in voting, then he proposes Laura Allen be the tie breaker.

On the motion of Councilmember Purnell, the naming committee as proposed was approved by the following vote:

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell	X				
Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	5	0			

10. Comments from the Council:

Councilmember Gulyas had no comments.

Councilmember Tyndall stated that he attended the Eastern Shore Association of Municipalities (ESAM) meeting at the Fishermans Inn on January 17, 2017 and has a list of the topics discussed if anyone is interested.

Councilmember Brittingham had no comments.

Councilmember Burrell had no comments.

Councilmember Purnell had no comments.

11. Comments from the Audience:

Jerome Walker asked for a little more information on EDU's. Councilmember Tyndall stated that there is more info online. David Engelhart said that MDE put a manual online. Councilmember Burrell said that the number of EDU's can always be adjusted as needed.

12. Comments from the Press – none

13. On the motion of Councilmember Burrell, the Mayor and Council meeting was adjourned at approximately 8:19 pm.

Name	Counted toward Quorum			Recused	Absent
	Aye	No	Abstain		
Elroy Brittingham, VP	X				
Dean Burrell	X				
Troy Purnell	X				



Thom Gulyas	X				
Zackery Tyndall	X				
<i>Voting Tally</i>	5				

Respectfully Submitted,



Kelsey Jensen  
Administrative Assistant

## Healthiest Maryland Businesses



### **What is 'Healthiest Maryland Businesses'?**

Healthiest Maryland is a statewide movement to create a culture of wellness—an environment that makes the healthiest choice the easiest choice. It is a "grasstops" social marketing campaign to engage leadership in promoting wellness within their sphere of influence. This initiative aims to raise awareness about the importance of a healthy workforce, recruit business leaders who will incorporate healthy policies into the workplace, publicly recognize their commitment and success, and improve their bottom-line.

### **What is worksite wellness?**

"Worksite Wellness" is a term used to describe efforts by businesses to improve the health of their employees with healthy programs and incentives. Initiatives support employees and their families to make healthier choices, help them reduce chronic disease and decrease healthcare costs. Many worksite wellness programs focus on proper nutrition, daily physical activity in and out of the workplace, smoking cessation, and preventive services.

### **What are the benefits of promoting employee wellness?**

A wellness program ensures that everyone wins - companies save on healthcare costs and absenteeism while benefiting from improved productivity and performance while employees and their families are healthier. A healthy business is a business that thrives because it has employee health management strategies in place. Healthier employee lifestyles should also extend into their family and community's health.

### **Who should join HMB?**

Healthiest Maryland Businesses are Maryland organizations (corporations, small businesses, non-profit organizations, academic institutions, government organizations, etc.) with top leadership that are committed to improving the health of their employees. Some businesses already have comprehensive worksite wellness programs in place and others are taking the first steps towards improving employee wellness.

### **What steps do I take to commit to Healthiest Maryland Businesses?**

To become a Healthiest Maryland Business, visit the page on how to join. Do not worry if you are just getting started, we have resources available to help you develop or improve your program.

### **What is required of me if I join Healthiest Maryland Businesses?**

Once you join, we ask that you help us in our vision to create a work environment for all Marylanders that promotes health and well-being. This includes recruiting additional businesses to join Healthiest Maryland by proudly displaying your Healthiest Maryland credentials to the public. In addition, we ask that you take an annual Worksite Health Scorecard that will help to assess strengths and areas where we can be of support.

**How much does it cost to join?**

Joining Healthiest Maryland Businesses is free. We simply ask that you commit to our growing list of Healthiest Maryland Businesses who are leading by example in making health promotion and disease prevention an integral part of their business strategy.

**Will there be any recognition of my commitment?**

Your commitment to Healthiest Maryland Businesses will be advertised on our website, at press events, and you will be supplied with the Healthiest Maryland logo to display in the workplace. We take pride that we have so many businesses in the State of Maryland that are invested in their employee's well-being, and want others to distinguish the many exemplary organizations that are improving the health of Marylanders.

**What resources are available to me?**

We have a page dedicated to various resources that your organization can use as you implement or improve your employee worksite wellness program. In addition to the online resources, you have access to free consultation with one of our many highly trained worksite wellness specialists who can offer customized resources tailored for your organization.

**What happens after I join?**

After committing to Healthiest Maryland Businesses, the next step for your organization is to take action! Your regional coordinator will be in contact with you to discuss your needs and goals and help you create a plan for success.

**Is this a worksite wellness certification program?**

No, this is not a certification program. This is a statewide recognition program to help bring awareness to businesses, employees, and communities about the importance of worksite wellness. The Healthiest Maryland Businesses are those leaders invested in improving their employee's health and work environment. If you are already participating with other worksite wellness programs, we encourage you to join Healthiest Maryland Businesses.



# STAFF REPORT

TO: Laura Allen, Town Administrator

FROM: Mary Bohlen, Administrative Services Director

MEETING DATE: February 13, 2017

SUBJECT: Dr. William Henry Park Permanent Restrooms – Re-bid

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## RECOMMENDATION

Staff recommends approval of the proposal submitted by Green Flush Technologies for the provision and installation of a Prefabricated Outdoor Restroom for \$119,885.

## EXECUTIVE SUMMARY

Staff, including Water Resources personnel, Electric Utility Director and Managing Director reviewed both bids extensively and unanimously agreed that the Green Flush specifications were superior in materials and features and more closely met the bidding requirements.

## FISCAL IMPACT

This project is primarily funded by a grant from Community Parks and Playgrounds (CPP) in the amount of \$95,895. The initial project budget estimate was \$106,550 including \$10,655 (or 10%) match either cash or in-kind from the Town. The amended project budget estimate is a total of \$135,135, which is a difference of \$28,585. The additional amount will come from funding allocated to the Berlin Falls Park Project Coordinator position in the Administration budget. After further review, it was determined that the compensation for that contract position is more appropriately charged to the capital budget for the park.

Operational costs include an increase in our contract with Angel's Touch Cleaning for cleaning the restroom (\$100/month), as well as an increase in water, sewer and electric cost, which is unknown at this time.

## BACKGROUND

There have been requests to replace the current chemical toilets in both Henry and Stephen Decatur Parks with permanent facilities. As a result, the Town sought grant funds through the Department of Natural Resources, Community Parks and Playground facilities for permanent restrooms in both parks, but was awarded funding only for Henry Park in the amount discussed in the previous paragraph. Two companies responded to the request for proposals.

On November 28, 2016, the Mayor and Council approved award to Green Flush Technologies for a prefabricated outdoor restroom building for a total of \$90,200.00. Upon contacting the successful bidder, it was revealed that an error had been made in the bid and the vendor was unable to meet the quoted price. Therefore, the project was re-bid with a due date of January 6, 2017. The same two bidders, Green Flush and Hunter-Knepshild (submitted by Sens General Contractors), submitted bids in the amounts of \$119,885 (includes options totaling \$4,000) and \$79,739 respectively. The majority of site work is included in the restroom unit pricing.

<b>Original Budget</b>		<b>Revised Budget:</b>	
Restroom Unit	\$79,300.00	Restroom Unit	\$119,885.00
Water/Sewer/Electric/Site Preparation/Signage (cash and in-kind)	\$17,250.00	Water/Sewer/Electric/Site Preparation/Signage (cash and in-kind)	\$15,250.00
Solar	\$10,000.00		
<b>TOTAL</b>	<b>\$106,550.00</b>	<b>TOTAL</b>	<b>\$135,135.00</b>

## **ANALYSIS**

Various departments of the Town have reviewed both proposals and found the Green Flush unit to be superior. A comparison is below:

	<u><b>Greenflush</b></u>	<u><b>Sens</b></u>
Footing/Foundation	Concrete & Block	Piers
Materials	Insulated concrete block, framed roof, composition 30-year shingles	Plywood
Inc. W/S & Elec. Connection	Yes	Yes
Toilet/Sink Materials	Stainless Steel	China
Automatic Toilets & Sinks	Yes	Yes
Automatic Timed Door Locks	Yes	Yes
Automatic Fans/Heat	Yes	Yes
Skylights	Yes	Undetermined
Automatic Lights	Yes	Yes
Exterior Lights	Yes	Yes
Drinking Fountain	Option \$2,500	No
Tankless Water Heater	Option \$1,500	Yes
Hose Bibs/Floor Drains	Yes	Yes

The primary reasons staff recommends contracting with Greenflush is their use of concrete and block for the foundation compared to Sens' pier type foundation, as well insulated concrete block versus plywood for the building structure; this will provide a longer life expectancy and is

expected to require less ongoing maintenance. The Greenflush unit also uses stainless steel fixtures instead of vitreous china which will provide much more protection against vandalism and other damage.

### **ALTERNATIVES**

1. Approve the Green Flush proposal without the optional items of attached drinking fountain (\$2,500) and/or tankless water heater (\$1,500) which would reduce the price to \$115,885 (or accordingly if one or the other option was accepted).
2. Approve the Sens General Contractor (Hunter-Knepshield unit). Town staff does not recommend this unit as the materials used – both building materials and fixtures - are inferior to the Green Flush unit and repair and maintenance are anticipated to be soon and frequent.
3. Continue to provide chemical toilets in the parks. In such case the grant funding for this project would be forfeited.

### **NEXT STEPS**

Following contract execution Green Flush indicates that the restroom will be on site and fully operational with 10 weeks.

### **CONCLUSION**

In conclusion, staff recommendation is for approval of the Green Flush Technologies proposal in the amount of \$119,885.

### **ATTACHMENTS**

Motion 2017-07  
Proposals from Greenflush and Sens



**MOTION OF THE MAYOR AND COUNCIL 2017-07**

A MOTION OF THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN TO APPROVE A PROPOSAL IN THE AMOUNT OF \$ \_\_\_\_\_ FROM GREEN FLUSH TECHNOLOGIES FOR A PREFABRICATED OUTDOOR RESTROOM BUILDING FOR DR. WILLIAM HENRY PARK.

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2017 BY THE MAYOR AND COUNCIL OF THE TOWN OF BERLIN, MARYLAND BY AFFIRMATIVE VOTE OF \_\_\_\_ TO \_\_\_\_ OPPOSED, WITH \_\_\_\_ ABSTAINING.

\_\_\_\_\_  
Elroy Brittingham, Sr. Vice President

Approved this \_\_\_\_ day of \_\_\_\_\_, 2017 by the Mayor of the Town of Berlin.

\_\_\_\_\_  
Wm. Gee Williams, III, Mayor

ATTEST: \_\_\_\_\_  
Laura Allen  
Town Administrator



## QUOTE

January 6, 2017

PREFABRICATED OUTDOOR RESTROOM BUILDING  
DR. WILLIAM HENRY PARK  
BERLIN, MARYLAND

Green Flush Technologies is pleased to quote the new double Men's / Women's restroom building with the following features:

- Insulated concrete block exterior walls, framed roof, composition 30 year shingles.
- Fully compliant with local building codes and energy codes and current federal and state accessibility standards
- Connected to on-site municipal water and sewer service, and electricity
- 8' x 18' building footprint
- Male cabin, female cabin, and mechanical room
- Toilets and sinks equipped with automatic controls
- Automatic timed door locks on cabins
- Automatic restroom fans in each cabin and electric thermostat controlled heating panels (cove heaters) in all three rooms.
- Skylights in both cabins.
- Automatic photocell and motion activated interior lights in cabins, manual operated light in mechanical room, exterior lights at cabin doors controlled by photocells

**Specifications:**

The building shall be similar in its dimensions, materials and equipment to the Monterey Pines Golf Course Durango, as shown on the attached drawings, except as noted above, and:

- The Berlin restroom shall have site built concrete and block foundations as shown on the attached foundation sectional detail, and shall not be equipped with a precast vault underneath it.
- The interior side of the exterior walls of the cabins shall be furred plywood with an FRP surface laminate.
- The drinking fountain is a single unit, not cooled, and shall be flush mounted on the building exterior (no alcove).
- The waste plumbing shall be different than shown and shall be conventionally plumbed
- The toilets and sinks will back up to the mechanical room wall
- There shall be no urinal
- Sheet PE-1 and "Slab Plan" on sheet A-4 do not apply
- See attached drawing for foundation details.



PREFABRICATED OUTDOOR RESTROOM BUILDING  
DR. WILLIAM HENRY PARK  
BERLIN, MARYLAND  
Page 2 of 2

**Schedule:**

Drawings will be submitted for approval to the state modular building office within 2 months of award. Immediately upon approval by that office, a building permit will be applied for. Once the building permit is approved, the restroom will be on site and fully operational within 10 weeks.

**Included in bid prices:**

- Cost of state modular building tags
- Factory inspections
- Local building permit fees
- Stamped drawings by a Maryland professional engineer or architect

**Not included in bid prices:**

- Federal, state, and local taxes
- Utility trenching and lines more than 5 feet from the building
- Sidewalks
- Final grading around building
- Landscaping
- Local business license

**Subcontractors/Vendors:**

NRB Inc.: Modular Building

Brian Schwartz Contracting: Site excavation, foundations, connection to site utilities, testing systems

Trucking: To be determined

Crane service: Knoll Bros Crane Service

**Prices:**

Item 1: 8' x 18' "Durango" restroom building, set and delivered, "turnkey":	\$115,885.00
Optional item: Drinking fountain:	\$2,500.00
Optional item: Tankless water heater:	\$1,500.00

Signed:



Ken Earlywine,  
Green Flush Technologies



1/6/17

Ms. Mary Bohlen  
Administrative Services Director  
Mayor & Council of Berlin  
10 William St.  
Berlin, MD 21811

RE: Permanent Outdoor Restroom – RFP

Dear Ms. Bohlen,

Thank you for accepting our proposal in response to this RFP. We are partnering with Hunter Kneppshield to utilize their building with this project. Sens will be preparing the site, pouring the concrete, offloading, welding the plates, etc.

Our price for this project is \$ 79,739.00, subject to the following clarifications:

- All work in conformance with the RFP, entitled, "Mayor and Town of Berlin - Permanent Outdoor Restrooms - Request for Pricing."
- Underground electric service line will be run by others. Sens will be responsible for a meter base and final inspection/tie-in at the building. Sens will be responsible for electric panel and feeds within the building.
- Sens will connect sewer and water to tie-in points approximately 8' from the building location.
- A site plan was not available at the time of this RFP.
- Tap fees are not included.
- Electrical Permit fees are included.
- Landscape restoration of all disturbed areas is included.
- A stone construction entrance is not shown or included.
- Sediment control measures, other than silt fence around the affected area, are not included.

Sincerely,

A handwritten signature in black ink, appearing to read "N. Fornaro", written over a horizontal line.

Nicholas Fornaro  
Director of Operations