

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JULY 21, 2022

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Maria Hardy, County Engineer, to discuss her report on 275 Bethel Road, Parkersburg, WV. Compliance Officer, Sarah Robinson and property owner David Harmon were also present. The County Commission of Wood County, upon motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby ORDER David Harmon have 60 days to make necessary repairs to structure located at 275 Bethel Rd., Parkersburg, WV. Next public hearing is set for September 19, 2022 at 9:30a.m. (Order A/2583)

At 9:55 A.M., the County Commission held a hearing in regard to the estate of Joyce K. Waggoner. Paula Martin, Administratrix, asked that a claim be disallowed. After review, the County Commission ruled the claim be disallowed. (Probate Order)

At 10:06 A.M., the County Commission met with Sarah Robinson, Compliance Office and Maria Hardy, County Engineer and discussed 554 Homewood Road, Parkersburg and 22 Ivy Brook Road, Parkersburg, WV. They stated that the owners of 554 Homewood Road are making progress and will reevaluate in September. No one showed for Ivy Brook.

At 10:15 A.M., the County Commission met with Rick Woodyard, Sheriff, to discuss changes to the County Policy for wrecker service. After discussion, the County Commission, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby ORDER the ADOPTION of the Wood County Central Telecommunications Center Standard Operating Guidelines Manual in regard to WRECKER SERVICE. (Order A/2584)

At 10:22 A.M., the County Commission, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, Subsection 7, as amended: WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Rick Woodyard, Sheriff and Pat Lefebure, Wood County Prosecuting Attorney. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered under planning or considering an official investigation or matter relating to crime prevention or law enforcement. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:33 o'clock A.M. (Order A/2579)

At 10:39 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AWARD the

bid for construction of the Wood County Resiliency Center. Sealed bids were received for review on June 9, 2022. The bid was awarded to:

United Construction Company

3120 Northwestern Pike

Parkersburg, WV 26104

Bid Price - \$13,931,896.00

Following the award and receipt of Change Order No. 1, the bid is now in the amount of \$13,325,558.00. (Order A/2580)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:55 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

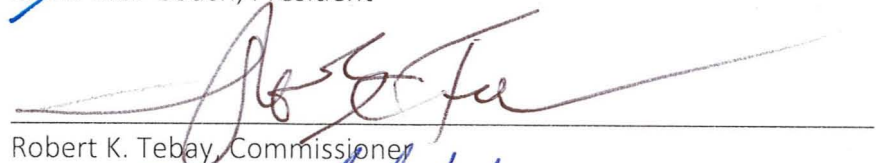
A/2579, A/2580, A/2583, A/2584

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A large, stylized blue ink signature of David Blair Couch, written over a horizontal line.

David Blair Couch, President

A brown ink signature of Robert K. Tebay, written over a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James C. Colombo, written over a horizontal line.

James C. Colombo, Commissioner

Wood County Commission Meeting
Held July 21, 2022

Please Print

1.	Marla Hardy
2.	Sarah Robinson
3.	Ted Stuart
4.	Emily Perkins
5.	David Hornum
6.	Paula Martin
7.	Rick Woodruff
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Wood County Commission
Agenda

July 21, 2022
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss Engineer's report on 275 Bethel Road, Parkersburg	David Harmon
9:45 A.M.	Estate of Joyce K. Waggoner – Consider request to have claim disallowed	Paula Martin, Administratrix
10:00 A.M.	Hearing for Abandoned/Dilapidated Properties: <ul style="list-style-type: none"> • 554 Homewood Road, Parkersburg, owned by Peggy Johnson • 22 Ivy Brook Road, Parkersburg, owned by Jessica Beers 	Sarah Robinson, Compliance Officer
10:15 A.M.	Consider changes to the County Policy for wrecker services	Rick Woodyard, Sheriff
	Consider awarding bid for the Wood County Resiliency Center	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

Wood County Engineer/MLH Consulting, LLC
80 Thunder Road
Williamstown, WV 26187
Mailing Address: P.O. Box 62 Williamstown, WV 26187

March 9, 2020

Wood County Commission
1 Court Square
Parkersburg, WV 26101

RE: Engineering Report – Unsafe and Dilapidated
Subject: Abandoned and Dilapidated Building Ordinance Review
Location: 275 Bethel Road Parkersburg, WV 26101
Inspection Date 03/05/20

Dear Commission Members;

There is one structure at this location. This structure is a home that contains a breezeway with a garage. The home contains open access to the basement as well as open access to a bedroom. This structure has been sitting "as is" for at least three years.

The foundation has a fresh settlement crack due to the water saturating the basement and foundation block wall. The basement contains floating debris. The bedroom access presents the opportunity for visitors of any kind. The bedroom open access is an additional opportunity for framing and flooring damage. The roof and gutter is weathered and torn in one section. The combination of the roof, bedroom and basement access will harm the structural factors of the home at a faster rate. The storage building is also worn and weathered which needs removed. The classification is further labeled dilapidated and unsafe. (Refer to Section 3.2 a)

This structure contains an unstable foundation. The 6-8 foot drop into the basement from the open access is unsafe. (Refer to Section 3.2 a) It should also be noted that the siding is possibly asbestos. Neighborhood homes are occupied. From this classification it is recommended to safeguard the home, fix all dilapidation issues and bring this structure back to compliance. (Refer to section 3.2 a & e) Images are enclosed for the structure. Feel free to reach out with any questions.



Wood County Engineer/MLH Consulting, LLC
80 Thunder Road
Williamstown, WV 26187
Mailing Address: P.O. Box 62 Williamstown, WV 26187



Sincerely,

A handwritten signature in blue ink, appearing to read "Maria L Hardy".

Maria L Hardy, P.E. (WV 23306)
Owner/Operator, MLH Consulting, LLC
LLC -Certificate of Authorization (WV C05917-00)
LLC-State Certification WV (2661-1227)



Wood County Engineer/MLH Consulting, LLC
434 Henderson Ave
Williamstown, WV 26187

May 10, 2022

Wood County Commission
1 Court Square
Parkersburg, WV 26101

RE: Engineering Report – Unsafe and Dilapidated
Subject: Abandoned and Dilapidated Building Ordinance Review
Location: 275 Bethel Road Washington, WV 26101
Inspection Date 03/05/20 & May 9, 2022

Dear Commission Members;

The Owner to the home on the lot was notified in March 9, 2020. No changes or follow up was received from the first notification. A second complaint was received and the home was inspected on May 9, 2022.

The inspection yielded still open access to the basement which contains water. Said area has been open for over two years. The structural integrity of the members is dilapidated. The downspouts have fallen off of the roof and are partially dangling. The roof contains open access in other areas damaging the upper frame work. The debris and greenery in the yard needs removed.

The present conditions of the structures are further classified as unsafe, an imminent danger and unfit for human occupancy. Refer to the Abandoned and Dilapidated Ordinance Section 3.2 a, b,c and d. The recommendation is to placard the residence and demolish the structure. An asbestos report and date of demolish should be provided within 30 days. Images are enclosed from the inspection. Feel free to reach me with questions.

Sincerely,

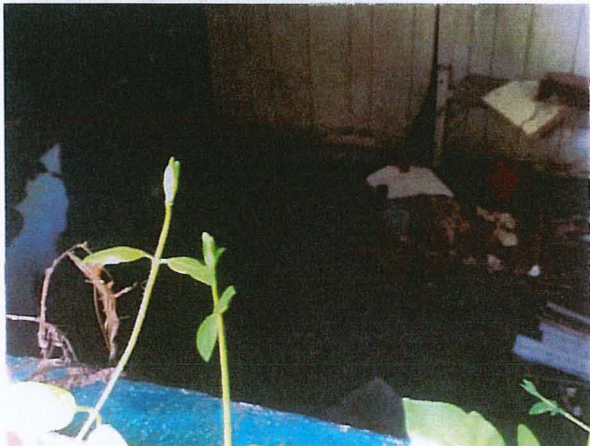
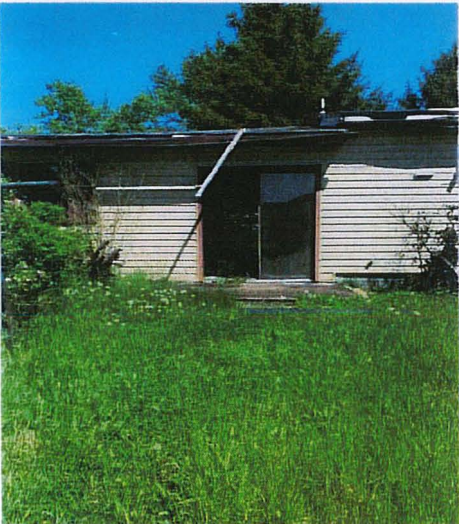
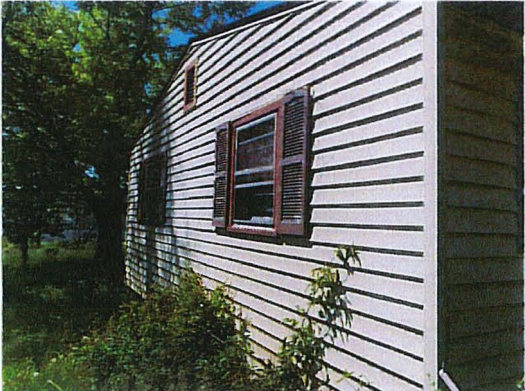


Maria L Hardy, P.E. (WV 23306)
Owner/Operator, MLH Consulting, LLC
LLC -Certificate of Authorization (WV C05917-00)
LLC-State Certification WV (2661-1227)

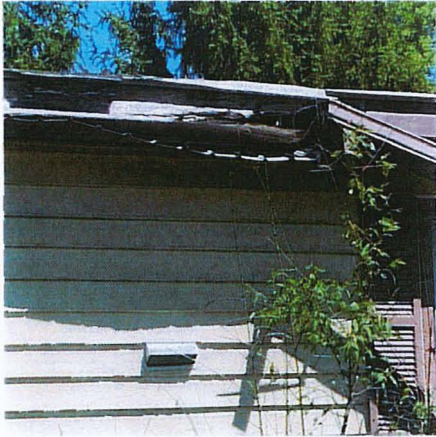


Wood County Engineer/MLH Consulting, LLC
434 Henderson Ave
Williamstown, WV 26187

Picture May 9, 2022



Wood County Engineer/MLH Consulting, LLC
434 Henderson Ave
Williamstown, WV 26187



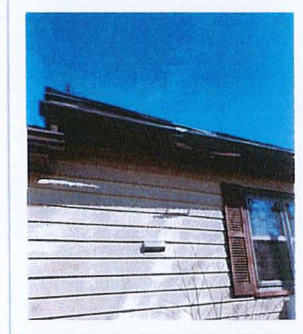
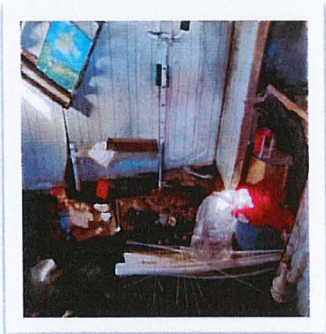
Wood County Engineer/MLH Consulting, LLC
434 Henderson Ave
Williamstown, WV 26187

Notification Sent March 9, 2020

“There is one structure at this location. This structure is a home that contains a breezeway with a garage. The home contains open access to the basement as well as open access to a bedroom. This structure has been sitting “as is” for at least three years.

The foundation has a fresh settlement crack due to the water saturating the basement and foundation block wall. The basement contains floating debris. The bedroom access presents the opportunity for visitors of any kind. The bedroom open access is an additional opportunity for framing and flooring damage. The roof and gutter is weathered and torn in one section. The combination of the roof, bedroom and basement access will harm the structural factors of the home at a faster rate. The storage building is also worn and weathered which needs removed. The classification is further labeled dilapidated and unsafe. (Refer to Section 3.2 a)

This structure contains an unstable foundation. The 6-8 foot drop into the basement from the open access is unsafe. (Refer to Section 3.2 a) It should also be noted that the siding is possibly asbestos. Neighborhood homes are occupied. From this classification it is recommended to safeguard the home, fix all dilapidation issues and bring this structure back to compliance. (Refer to section 3.2 a & e) Images are enclosed for the structure. Feel free to reach out with any questions. “



At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday July 21, 2022, Present, David Blair Couch, President of said Commission, Robert K Tebay, and James E Colombo Commissioners.

IN RE: ESTATE OF JOYCE KAY WAGGONER, DECEASED

ORDER COUNTY COMMISSION
DISALLOW CLAIM

This day came PAULA D MARTIN, ADMINISTRATRIX, for the Estate of JOYCE KAY WAGGONER, deceased before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

JULY 21, 2022

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 21st day of July, 2022, at 10:22 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, Subsection 7, as amended:


WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Rick Woodyard, Sheriff and Pat Lefebure, Wood County Prosecuting Attorney.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered under planning or considering an official investigation or matter relating to crime prevention or law enforcement.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:33 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Mark Rhodes, Clerk
Instrument 88289745
07/21/2022 @ 11:11:15 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 565
Pages Recorded 1

JULY 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR THE
CONSTRUCTION OF THE WOOD COUNTY RESILIENCY CENTER.

ORDER

On this date, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AWARD the bid for construction of the Wood County Resiliency Center. Sealed bids were received for review on June 9, 2022. The bid was awarded to:

United Construction Company
3120 Northwestern Pike
Parkersburg, WV 26104
Bid Price - \$13,931,896.00

Following the award and receipt of Change Order No. 1, the bid is now in the amount of \$13,325,558.00. A copy of the Change Order is attached and shall be made a part thereof.

APPROVED:

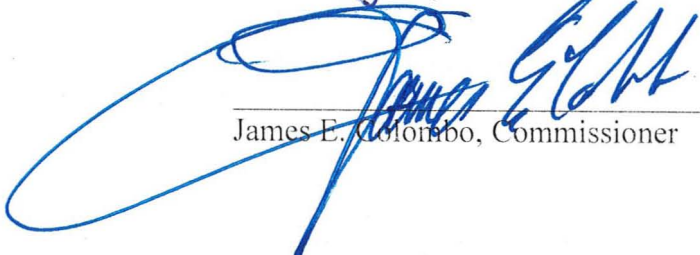
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2580



AIA[®]

Document G701™ – 2017

Change Order

PROJECT: (Name and address)
Wood County Resiliency Center

CONTRACT INFORMATION:
Contract For: General Construction
Date: July 11, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: July 11, 2022

OWNER: (Name and address)
Wood County Commission
1 Court Square - Suite 205
Parkersburg, WV 26101

ARCHITECT: (Name and address)
ZMM Architects & Engineers
222 Lee Street West
Charleston, WV 25302

CONTRACTOR: (Name and address)
United Construction Company Inc.
3120 Northwestern Pike
Parkersburg, WV 26104

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

See attached value engineering summary from ZMM dated July 11, 2022.

See attached proposed value engineering list from UCCI dated July 11, 2022 **REVISED**

Deduct: (\$ 606,338.00)

The original Contract Sum was	\$ 13,931,896.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 13,931,896.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 606,338.00
The new Contract Sum including this Change Order will be	\$ 13,325,558.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be **UNCHANGED**

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ZMM Architects & Engineers
 ARCHITECT (Firm name)

 SIGNATURE

 Rodney Pauley, Arch.
 PRINTED NAME AND TITLE

 July 11, 2022
 DATE

United Construction Company Inc.
 CONTRACTOR (Firm name)

 SIGNATURE

 Charlie Taylor, VP
 PRINTED NAME AND TITLE

 7-13-22
 DATE

Wood County Commission
 OWNER (Firm name)

 SIGNATURE

 David Blair Cochran
 PRINTED NAME AND TITLE

 7-21-2022
 DATE

Value Engineering Summary

Wood County Resiliency Center
Wood County Commission
Parkersburg, West Virginia

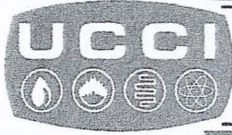


July 11, 2022

Below is a summary of the Value Engineering Items decided upon in the meeting with the Wood County Commission, ZMM Architects and Engineers and United Construction Company, Inc. on July 7, 2022. These changes will allow the entire usable structure to be constructed at a reduced cost.

Please refer to the attached UCCI Proposed Value Engineering document dated July 11, 2022 REVISED, which explains each line item in more detail.

Base Bid	\$	13,931,896
Value Engineering Items		
Kitchen Equipment Discount	\$	(62,327)
Modular to Utility Sized Brick	\$	(147,854)
Standard Color Overhead Doors	\$	(14,911)
OH Door Locking Change	\$	(7,577)
Modify Doors to 20,000 Cycles	\$	(6,896)
Utilize a Standard Insulated Doors	\$	(5,267)
Utilize Standard Door Hardware on Outside Doors	\$	(17,684)
Confine Limits of New Terrazzo, Carpet in Corridors	\$	(29,752)
Block Filler Modification	\$	(100,418)
Change Manufacturers of RTU's and Radiant Heaters to Greenheck or Carrier	\$	(115,368)
New Vendors for AV Systems	\$	(66,054)
ACT Modifications	\$	(32,230)
Sub-Total	\$	(606,338)
Updated Project Cost	\$	13,325,558



United Construction Company, Inc.

3120 Northwestern Pike • Parkersburg, WV 26104

(304) 422-2141 • FAX (304) 485-4249

Proposed Value Engineering

Wood County Resiliency Center
Parkersburg, WV
Wood County Commission

July 11, 2022 **REVISED**

Highlighted deducts have been accepted

Maintenance Area

Option-1: Remove Maintenance Area in its entirety (3,893 SF)

Work would consist of removal all foundations, walls, trench drains steel roof structure, mezzanine, roof system and sprinkler system for portion of building left of the distribution bay. This would include the Work Area, Carpentry, Wash Bay, Tool Storage, Restroom, Break Room, and Office along with all new equipment, relocated equipment, cabinetry, lockers and mechanical, electrical and plumbing work.

New brick veneer would be added to the exterior side of the distribution bay wall.

DEDUCT (\$961,004)

Option-2: Build Maintenance Area. Do not install equipment, furniture, or finishes (3,893 SF)

Work would consist of constructing Maintenance Area shell as indicated on Contract Documents including foundations, walls, floors, trench drains, steel roof structure, mezzanine, roof system, etc. Rough-in all underground plumbing work, install sprinkler system and main electrical service including what fire alarm and lighting are required by Code. Do not install mechanical equipment, plumbing fixtures, electrical conduit & devices, compressed air drops or wash bay equipment. No equipment would be relocated from adjacent building. No interior furniture and finishes, including painting, flooring, metal cabinetry, lockers, appliances, ceilings, and lighting would be installed.

DEDUCT (\$502,339)

Note: Option 1 and 2 are **NOT** able to be taken together.

Office Area (911 Center)

Option-1: Remove Office 118 / Exit Corridor 116 in its entirety (1,248 SF)

Work would consist of removal all foundations, walls, steel roof structure, and roof system and sprinkler system for portion of building (top right floor plan). This would include the Open Office, Office, Restroom and Exit Corridor.

New brick veneer and cast stone wainscot would be added to the exterior sides of perimeter masonry walls.

DEDUCT (\$171,798)

Option-2: Build Office Area and Exit Corridor 116.
Do not install finishes in Office Area (998 SF)

Work would consist of constructing Office Area shell as indicated on Contract Documents including foundations, walls, floors, steel roof structure, roof system, etc. Rough-in all underground plumbing work for Restroom, install sprinkler system and install what fire alarm and lighting are required by Code. Do not install mechanical equipment, plumbing fixtures, or electrical conduit. No interior furniture and finishes, including painting, flooring, ceilings, and lighting would be installed.

Exit Corridor 116 would be constructed and fully finished as indicated on Contract Documents.

DEDUCT (\$80,183)

Note: Option 1 and 2 are **NOT** able to be taken together.

Sally Port, Detention Area, and Judge's Suites

Option-1: Reconfigure Judge's Suite into Sally Port (333 SF)
*Note: This option is contingent on Office Area Option-1 being taken

Remove Sally Port 126. Widen entire back of building approximately 2'-8" from Assistant 122 to Electrical 137. Turn Judge's Suite (floor plan right) into new Sally Port. Install new overhead door facing Market Street (one-way in & out). Install new door from new Sally Port into Detention Area. Detention cells get wider. New brick veneer would be added to exterior side of Detention wall.

DEDUCT (\$53,182)

Option-2: Don't Finish-out Judge's Suites

Work would consist of constructing Judge's Suites as indicated on Contract Documents including foundations, walls, floors, steel roof structure, mezzanine, roof system, etc. Rough-in all underground plumbing work for restrooms. Install mechanical systems, sprinkler system and what fire alarm and lighting are required by Code. Do not install wall, doors, plumbing fixtures, ceilings & lighting or power and data systems.

DEDUCT (\$74,594)

Note: Option 1 and 2 are **NOT** able to be taken together.

Kitchen

~~Reduce the amount of free standing equipment for future purchase.~~

~~Install cooler, freezer, kitchen hood, range, combi oven, ice maker, 3 bowl sink, hand sinks and resinous flooring. Do not purchase shelving in cooler, freezer, or dry food storage room. Do not purchase remain equipment, including but not limited to stainless steel tables, prep sink, beverage counters, hot cabinet, reach in cooler, and freezers, etc. Plumbing and electrical rough ins for all equipment would be installed.~~

Keep all kitchen equipment. Vendor did not apply correct discount.

DEDUCT (\$62,327)

04200 Unit Masonry

1. Change burgundy brick from modular size to utility size

DEDUCT (\$147,854)

2. Reduce height of tall masonry walls 1'-4" (Multi-Purpose / Distribution Bays). Reduce height of medium-height masonry walls 8" (Maint. Office / Kitchen / Gang Toilets). This would also change top of steel heights around the building perimeter in those locations.

DEDUCT (\$18,429)

064116 Architectural Cabinets

1. Delete reception desk and all casework in Entrance Lobby 102

DEDUCT (\$8,987)

075323 EPDM Membrane Roofing

1. Roof areas with a structural slope in the deck are scheduled to have an average R-Value of 37.5, and roof areas without a structural slope are scheduled to have an average R-Value of 56.3. It would be cost efficient to reduce these to the minimum requirement (average R-Value of 30).

DEDUCT (\$64,133)

2. Exclude the fabrication and installation of counterflashing at all Roof-Top-Units. Instead, run EPDM membrane up and over RTU curbs. The membrane will be terminated at the inside perimeter of the RTU curb.

DEDUCT (\$2,467)

083323 Overhead Coiling Doors

1. Doors are specified as powder-coated but could be changed to a standard color (white, gray, tan, brown are all standard). See attached for color samples.

Maintenance Area Option 1 – **DEDUCT (\$8,411)**

Maintenance Area Option 2 – **DEDUCT (\$14,911)**

2. There are motor interlocks and locking on bottom bars. The motor will act as a lock if they are engaged. It is not recommended to put locks with motors.

Maintenance Area Option 1 – **DEDUCT (\$4,982)**

Maintenance Area Option 2 – **DEDUCT (\$7,577)**

3. Doors were specified as 100,000 cycle barrels but could be reduced to 20,000 cycles if they are not going to be high usage doors.

Maintenance Area Option 1 – **DEDUCT (\$4,500)**

Maintenance Area Option 2 – **DEDUCT (\$6,896)**

4. Utilize a standard insulated door in lieu of the Cornell Thermeiser Max.

Maintenance Area Option 1 – **DEDUCT (\$3,851)**

Maintenance Area Option 2 – **DEDUCT (\$5,267)**

083463 Detention Doors and Frames

1. Delete detention doors and frames and replace with standard hollow metal doors and frames.

DEDUCT (\$5,092)

084113 Aluminum-Framed Entrances and Storefronts

1. Utilize standard door hardware in lieu of premium outside hardware

DEDUCT (\$17,684)

2. Revise doors from wide-stile to medium-stile doors

DEDUCT (\$520)

088000 Glazing

1. Eliminating argon fill on 1" insulated glazing and/or changing to a different low-e glass

DEDUCT (\$1,249)

092900 Gypsum Board

1. Reduce the amount of gypsum board ceilings in corridors and Conference Rooms – not in Lobby or Multi-Purpose Room.

DEDUCT (\$55,227)

096723 Resinous Matrix Terrazzo Flooring

1. Confine limits of new terrazzo to Lobby and simplify design to two (2) colors without striping. Provide carpet in Corridors.

DEDUCT (\$29,752)

2. Consider changing terrazzo in Lobby and Corridor to an alternate flooring material

DEDUCT (\$62,395)

Note: Option 1 and 2 are **NOT** able to be taken together.

099600 High Performance Coatings

1. Replace the epoxy block filler and the tileclad/catalyzed epoxy in all areas (aside from the washbay and holding cells) to heavy duty block filler and a pre catalyzed pro industrial epoxy.

DEDUCT (\$100,418)

102113.19 Plastic Toilet Compartments

1. Provide standard-height plastic compartments in lieu of full-height compartments in large Men's and Women's Restrooms off Lobby

DEDUCT (\$6,525)

102239 Folding Panel Partitions

1. Remove manually operated operable partition, masonry closet and supplemental steel framing

DEDUCT (\$62,499)

102600 Wall and Door Protection

1. Eliminate corner guards

DEDUCT (\$1,407)

102813.63 Detention Toilet Accessories

1. Consider removing Detention Room toilets, sinks and accessories

DEDUCT (\$228)

123661.19 Quartz Countertops

- ~~1. Consider utilizing another brand aside from "Corian" could provide cost savings with like colors.~~

125500 Detention Furniture

1. Consider removing detention furniture (in holding cells)

DEDUCT (\$11,126)

Plumbing & HVAC (General)

1. Change manufacturer of roof top units to Greenheck or Carrier
2. Change manufacturer of radiant heaters in distribution bays

DEDUCT (\$115,368)

Note: Option 1 and 2 must be taken together for the deduct above. Separate pricing is not available currently.

Electrical (Lighting)

1. Select cost-effective alternates to specialty light fixtures in Vestibule, Lobby and Multi-Purpose Room
2. Consider simplifying lighting design in Lobby Corridor and Conference Rooms

DEDUCT (\$41,128)

Note: Option 1 and 2 must be taken together for the deduct above. Separate pricing is not available currently.

Electrical (Systems)

1. Remove back-to-back suspended TVs in distribution bays (8 total)
2. Remove exterior digital signage kiosks

DEDUCT (\$213,040)

Note: Option 1 and 2 must be taken together for the deduct above. Separate pricing is not available currently.

3. Remove security cameras from scope. Keep conduit and junction boxes in locations shown with pull strings for future installation.

DEDUCT (\$30,263)

4. VE systems package with new vendor
 - a. The entire package is included with this option (Cameras, TVs, Kiosks)

DEDUCT (\$66,054)

Note: Options 1, 2, and 3 can **NOT** be taken with Option 4. An alternative deduct would apply that is not available at this time.

5. Remove Multi-Purpose Room sound system

DEDUCT (\$59,071)

ACT Component Manufacturer

1. Change ACT 1 to Rockfon Artic
2. Change ACT 2 to National Gypsum Gridstone (Approved during bid process)
3. Change grid manufacturer to Rockfon with 15/16" grid

DEDUCT (\$32,230)

Note: Options 1, 2, and 3 must be taken together for the deduct above.

JULY 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER PROPERTY OWNER DAVID HARMON 60 DAYS TO MAKE REPAIRS TO STRUCTURE LOCATED AT 275 BETHEL RD., PARKERSBURG, WV.

ORDER

On this date, the County Commission of Wood County, upon motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby ORDER David Harmon 60 days to make necessary repairs to structure located at 275 Bethel Rd., Parkersburg, WV. Next public hearing set for September 19, 2022 at 9:30a.m.

Documentation pertaining to the aforementioned property is on file in the Wood County Compliance Office.

APPROVED:

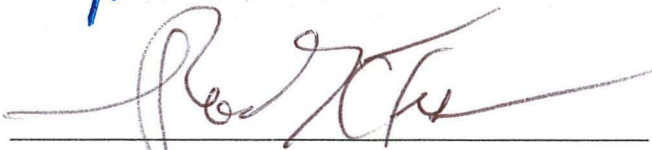
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



Robert K. Tebay, Commissioner

A/2583

Wood County
Mark Rhodes, Clerk
Instrument 8828744
07/21/2022 @ 11:08:40 AM
COUNTY COMMISSION ORDER
Book 76 @ Page 564
Pages Recorded 1

JULY 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER THE ADOPTION OF THE WOOD COUNTY CENTRAL TELECOMMUNICATIONS CENTER STANDARD OPERATING GUIDELINES MANUAL IN REGARD TO WRECKER SERVICE.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby ORDER the ADOPTION of the Wood County Central Telecommunications Center Standard Operating Guidelines Manual in regard to WRECKER SERVICE.

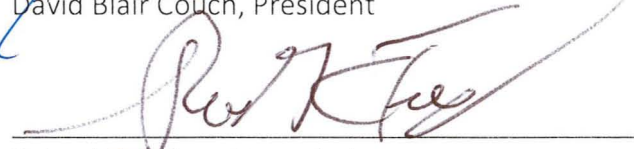
A copy of the aforementioned Standard Operating Guidelines Manual is attached to this Order and should be made a part thereof. The revised sections are printed in red ink.

APPROVED:

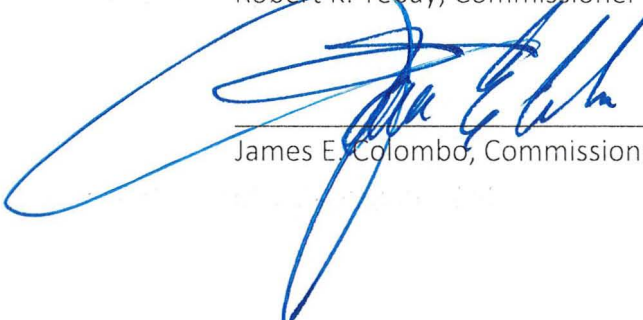
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2584

CTC WRECKER POLICY

8.2.1 The wrecker service must agree to the following guidelines:

Effective date: These regulations are effective upon the entry of a proper order by the Wood County Commission:

Exclusions:

There will be no more than 8 light wreckers and 2 heavy wreckers on the 911 rotation list at any time. Those who have sold a service to another will be considered as a new application.

- a. Must meet all requirements of the Public Service Commission.
 - a. Abide by all rules/regulations set forth in these Standards and Procedures.
 - b. Agree to respond to all calls given by the 9-1-1 Center. Wrecker services not having a wrecker available, not open at the time of the call or they have requested to be listed as temporarily unavailable, will be noted on the wrecker log as such. A wrecker service will not pick and choose calls and if unavailable will be listed as such.
 - c. A wrecker service may request, via a telephone call to the 9-1-1 Center Shift Supervisor, to be taken off the service list "temporarily" (up to ten days) for vehicle service, illness, or other uncontrollable reason. The wrecker service shall advise, in the same manner, when they are back in service.
 - d. If a wrecker service is requesting to be taken off the service list for more than ten days yet less than 90 days, the service must make this request in writing with a brief description and expected in service date. To be placed back on the service list within this time frame the wrecker service need only advise in writing of the exact in service date and their services will be placed back on the service list at that time.
 - e. If a wrecker service will require more than 90 days off the service list, the request shall be made in writing and the wrecker service will be removed from the service list. Once a wrecker service has been removed from the list for more than 90 days, the wrecker service must make a written request to be placed on the service list, accompanied by all documentation required of any new service. See subsection (h) of this section.
 - f. If a wrecker service, already on the service has not responded to any requests for service over a period of thirty days and the 9-1-1 wrecker log confirms this, the wrecker service will be removed from the service list without notice. If that service later wishes to be placed back on the service list, they must make a written request and include an explanation. This information will be presented to the Wood County 9-1-1 Advisory Board at the regular meeting. After reviewing the information, the Advisory Board will make their

recommendations to the Wood County Commission. The wrecker service will be advised of the Wood County Commission's decision.

- g. For new wrecker services or those who made a request to be taken off the list for more than 90 days: To be authorized and placed on the 9-1-1 service list, the following must be delivered to the Director of Wood County 9-1-1 for presentation to the Wood County 9-1-1 Advisory Board. If all requested information is presented and is valid, the Advisory Board will make recommendation that the wrecker service be added to the service list.
 - Copy of Business License – State, City, Town
 - Copy of Approval from PSC
 - Location of Business – Physical and Mailing Address
 - Telephone number for call-out (Only one number allowed)
 - Owners Name, Address, Home Telephone Number
 - Equipment List, Type of wrecker, How many, Road Service – Availability
 - Proof of General Liability Insurance (Garage Keepers Insurance)
- h. Any criminal conviction of the owner or any of his/her agents, within the past seven years, involving stolen or embezzled vehicles, fraud related to the towing business, stolen property, crimes against a person, or on the sexual offender's list shall be cause to remove the wrecker service from the service list. If that service later wishes to be placed back on the service list, they must make a written request and include an explanation. This information will be presented to the Wood County 9-1-1 Advisory Board at the regular meeting. After reviewing the information, the Advisory Board will make their recommendations to the Wood County Commission. The wrecker service will be advised of the Wood County Commission's decision.
- i. Under no circumstances shall any towing service assign, request, or otherwise subcontract another towing service to any dispatch for towing services.
- j. A county towing service that is currently on the County's Service List and is requested by a Law Enforcement Agency in Wood-Wirt County, when the vehicle owner/operator does not have a specific request for a towing service is able to respond to specified locations within 30 minutes with light wreckers and no more than 45 for heavy wreckers.
- k. Each facility approved to be on the list is subject to inspection at any time by 911 or other designated officials.

8.2.2 The following are requirements for an authorized wrecker provider:

- a. Must be licensed and have PSC approval at that physical address to do business – State, City, and Town.
 - 1. Physical and mailing address
 - 2. Telephone number at that address

b. Must be available 24 hours per day, 7 days per week

c. Must maintain an outside storage facility with a minimum of twenty-five hundred (2,500) square feet of space for the control and safekeeping of motor vehicles, encircled by a fence with a covering to reduce the visibility to the general public, with a sufficient height to deter trespassing and vandalism with at least one (1) gate for ingress and egress, which shall be locked at all times when not in use.

Must maintain a place of business within Wood County that shall be open to the public from 8:00 am and remain open until 4:00 pm Monday thru Friday with the exception of recognized official holidays.

Must maintain restroom facilities for the convenience of the public at the company's place of business. Said restrooms shall be maintained in a clean and sanitary manner.

Shall be prohibited from using the towing company facility for the storage and safekeeping of motor vehicles by more than one towing company. Each tow service will have a standing building, wrecker and storage facility.

For the purposes of this rotation; co-location or sharing of personnel and/or equipment is prohibited; further, a company may not be owned or co-owned by any corporation, partnership, sole proprietorship or individual who has any ownership interest in another entity on the rotation list.

h. The wrecker services will be dispatched using a service list. However, if the closest available is requested, the Telecommunicator will use their best judgment using the established business location of the authorized wrecker services to determine wrecker location.

i. Wrecker services may be requested by name or location by or through Law Enforcement. Telecommunicators will only dispatch wreckers for our served agencies. The unit number of the person making the request will be placed on the wrecker service or request log. Law Enforcement units on a scene may overrule other requests if the Law Enforcement unit feels the delay may cause further problems.

j. "Scanner jumping" or just showing up on scene in an attempt to get the tow will be a violation of these Standards and Procedures.

- k. A wrecker log will be maintained at the 9-1-1 Center documenting who requested the wrecker, wrecker dispatched, date time, and location of incident.
- l. If an Officer places a hold on a vehicle, only that Officer or the agency he represents can release it. No telecommunicator has that authority.

8.2.3 9-1-1 DISPATCH PROCEDURES

When a wrecker or wreckers are requested, the Telecommunicator will:

- a. Unless a specific wrecker service is requested, dispatch the next wrecker on the service list which is of the type requested. If no answer after six rings, the wrecker service will be shown not available and the next wrecker on the list will be dispatched. When contacted, the wrecker service will inform the telecommunicator if available or not and give an ETA. The 9-1-1 Center will assume no liability for the type of wrecker requested.
- b. If an Officer requests a specific wrecker service, the telecommunicator will dispatch that wrecker and record it in the Request Log: if the requested wrecker service is not available, the telecommunicator will advise the Officer and inform the Officer of the next wrecker on the service list. If the Officer does not make a further request the next wrecker on the service list will be dispatched.
- c. Wrecker Services towing a vehicle from private property at request of the property owner will contact the 9-1-1 Center on an administrative line and provide either the license plate number or VIN from the vehicle. The telecommunicator will perform an NCIC stolen vehicle inquiry (not a registration inquiry) and advise the towing company if the vehicle is listed as stolen or not.
- d. If a wrecker service is cancelled by law enforcement, the wrecker service shall be placed back at the top of the service list and the telecommunicator will note on the incident what unit cancelled the wrecker service. A wrecker service may contact the CTC Shift Supervisor via an administrative line to ascertain which unit cancelled them. Complaints about cancellations by a particular agency shall be addressed with that agency.

- e. This Policy does not prevent the cities of Parkersburg, Vienna, Williamstown, other municipalities or other agencies in Wood County from setting their own guidelines for wreckers. However, if set, those agencies must specify which wrecker they want dispatched as each incident occurs. Only one service list will be kept at the 9-1-1 Center.
- f. We all understand there may be certain situations that require dispatch of wreckers regardless of whether they are authorized or not. The owner of a vehicle may have the law enforcement officer request a non-authorized wrecker service or a law enforcement unit may require this in a case of extreme emergency. Any wrecker service not listed in the 9-1-1 service list is considered a non-authorized service. The telecommunicator shall document on the incident form any situation where a non-authorized service is dispatched and place the information on the request log and noted on the incident.
- g. The Telecommunicator Supervisor will note in their Daily Report any problems encountered with any wrecker service such as:
 - 1. Continually failing to have a wrecker available when called under normal circumstances.
 - 2. Major or continuous delays in response time.
 - 3. Calling the 9-1-1 Center Telecommunicators and/or Supervisor with complaints about Law Enforcement units or other wrecker services. (Complaints of this nature must be handled as set forth in these Standards and Procedures.) This is not to be construed as prohibiting a wrecker service from calling in to inquire further directions or clarify and obtain additional information concerning a call. Nor does it prohibit the wrecker service from calling to speak to the supervisor concerning a problem within his or her immediate control.

8.2.4 VIOLATIONS OR COMPLAINTS

- a. Complaints against Law Enforcement, Fire or EMS agencies must be handled through the agency in question. 9-1-1 has no authority over our served agencies and therefore will not review or address complaints of this nature.
- b. Complaints against other wrecker services concerning these standards and procedures only should be worked out between the wrecker services. However, if the wrecker services are unable to work out the problem, the

complaint must be presented in writing to the Director of Wood County 9-1-1. The complaint must include the date, time, location of the incident and the specific charges regarding these Standards and Procedures. All available information must be presented.

- c. When a written complaint is received concerning a violation of these Standards and Procedures, the Director or designated assistant will gather any further details available and forward this information to the Wood county 91-1- Advisory Board for their review and recommendations, if any, to the Wood County Commission. Complaints not concerning these Standards and Procedures should be forwarded to the proper authority.
- d. Upon determination a violation of these standards and procedures had been committed by a wrecker service, the Wood County Commission reserves the right to immediately remove the wrecker service from any service list within county control. Penalties for violation of these Standards and Procedures are as follows:
 - 1. First offense: Written reprimand
 - 2. Second offense: Up to 30 days suspension for the 9-1-1 wrecker service list.
 - 3. If the violation is a third or subsequent offense within the same calendar year, the Wood County 9-1-1 Advisory Board , after reviewing the complaint and findings, may make recommendation to the Wood County Commission that the wrecker service be terminated from the 9-1-1 wrecker service list.
 - 4. If, in the opinion of the Wood County 9-1-1 Advisory Board the violation involves gross negligence, the Advisory Board will make recommendation to the Wood County Commission that said wrecker service be removed from the 9-1-1 wrecker service list immediately without going through the procedures listed above. After one calendar year the wrecker service may make request to be placed back on the service list.
 - 5. If a served Law Enforcement Agency requests a wrecker service be removed from the wrecker service and/or any call out list for reasons other than a violation of these Standards and Procedures, the agency must forward to the Director of Wood County 9-1-1 a signed, written request on agency letterhead stating the reason. The Director shall upon receipt of this Official Request forward same to the Wood County Commission for their ruling.

8.2.5 COMPLAINTS CONCERNING DISPATCHING

If a wrecker company, for any reason, objects to the dispatching of their wrecker service, the wrecker company shall make such objection in writing within five days following the occurrence of the event and submit the objection to the Director of Wood County 9-1-1. The Director will forward this written complaint to the wood Count 9-1-1 Advisory Board for review at their regular monthly meeting. Should the Advisory Board and representative of the wrecker service not be able to resolve the objection, the wrecker service may have its objection reviewed by the Wood County Commission after requesting to be placed on the agenda for their regularly scheduled meeting. Wrecker services shall not voice their complaints to the telecommunicators or the shift supervisor.

8.2.6 WRECKER LOCATION SHEET

If an Officer requests a wrecker service by location (closest), use the wrecker location **identified on the CADMAP** to approximately determine location of the nearest service. This is determined by the company's business location.

8.2.7 MULTIPLE REQUESTS – SAME INCIDENT – NORMAL CIRCUMSTANCES

- a. When two or more wreckers are requested for a particular incident and are not by request, the telecommunicator will contact separate companies. Do not send two from the same company unless there are special circumstances similar to those in Subsection 8.2.8.
- b. If two are requested, one by name and the same company is next on the Service List, two from that company will be allowed.
- c. In most cases the telecommunicator will dispatch separate wreckers for each tow.

8.2.8 MULTIPLE REQUESTS – CLOSEST – SPECIAL CIRCUMSTANCES

- a. Requests for the closest wrecker can only be considered as urgent. For this reason, if a unit requests two of the closest wreckers and there is obviously only one company close, then two wreckers should be attempted from the same company. However, if there are two or more companies nearly as close, then dispatch only one from a particular company and the second from another. It is impossible to make example of every type of situation or location. So only a few examples are listed to assist in directing your best judgment. Fairness to the wrecker companies has to be considered.

1. Example: Accident on Rt. 21 near Rockport, two of the closest wreckers requested. Attempt to send both from Pifer's.
2. Example: Accident near county line at Waverly, two of the closest wreckers requested. Attempt to send both from Sayer's
3. Example: Accident on I-77 between Mineral Wells and Camden Ave, tow of the closest wreckers requested, the telecommunicator should send one from Pifer's and the other from Freedom Towing.
4. Example: Multi-car tow requests in the City of Parkersburg should seldom have only one wrecker service dispatched.

DRAFT