

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 30, 1991

PRESENT: PRESIDENT STEVEN A. GRIMM
COMMISSIONER HOLMES R. SHAVER
COMMISSIONER JEAN GRAPES

On this date, the County Commission met in regular session. They signed purchase order, invoices and correspondence. They also approved an Erroneous Assessment for Margaret C. Smith.

At 10:00 A.M., the County Commission met with Earl Burgess. Mr. Burgess presented a letter in regard to their recommendations on the Asbestos Abatement Management Control Plan. Said letter is attached to these minutes along with another letter which is a follow-up letter on the verbal recommendation for the Plan. They felt that Trecor's bid, which was one of the low bids, was incomplete. Upon a motion made by Jean Grapes, seconded by Holmes R. Shaver and made unanimous by Steven A. Grimm, the County Commission stated that the bid award to Kemron will still stand.

At 2:00 P.M., the County Commission held a hearing for the guardianship of Carissa A. Massey. Attorney was Beth Pyles who stated that Carissa has been with her aunt Tonya R. Kale since her birth. Upon a motion made by Holmes R. Shaver, seconded by Steven A. Grimm and made unanimous by Jean Grapes, the County Commission appointed Tonya R. Kale as Guardian for Carissa Massey.

At 2:15 P.M., the County Commission held a hearing for the guardianship of Madge C. Massey. Attorney Beth Pyles stated that Madge has been with her grandmother almost all of her life. Upon a motion made by Holmes R. Shaver, seconded by Jean Grapes and made unanimous by Steven A. Grimm, the County Commission appointed Madge A. Smith as Guardian for Madge Massey.

At 2:30 P.M., the County Commission met with Doug Herrington and Diana Joachim to discuss Diana's computers. Everything on the list is completed

except for the training of Mary Shuman. The printer is hooked up, the switch boxes are hooked up and Diana's computer will be hooked up today. Mrs. Joachim stated that she would like to know if Doug could research the problems with the split parcels. The Assessor's office is not splitting parcels on the tax ticket, they are considered one parcel. They will discuss this further. Commissioner Shaver released Mr. Herrington of his responsibilities to the Commission.

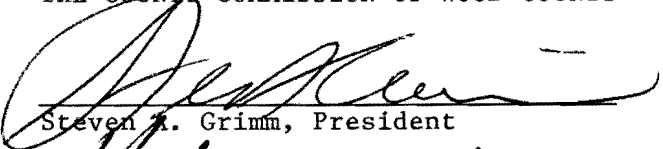
On this date, the County Commission approved minutes from Monday, September 16, 1991 upon a motion made by Steven A. Grimm and seconded by Holmes R. Shaver.

On this date, the County Commission authorized Steven A. Grimm to enter into a Contract of Lease by and between the County Commission and the State of WV. Said Contract of Lease renews the lease for two rooms to be used by Veterans Affairs and located on the fourth floor of the Courthouse. Monthly rent will remain the same, \$150.00 and the term of the lease will be for the period beginning October 1, 1991 through September 30, 1992. An Order was prepared regarding this matter.


Having no scheduled appointments or further business to attend to, the County Commission adjourned at 4:00 P.M.

Approved:

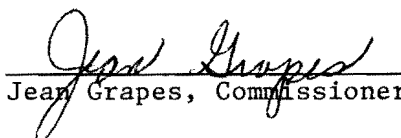
THE COUNTY COMMISSION OF WOOD COUNTY



Steven A. Grimm, President



Holmes R. Shaver, Commissioner



Jean Grapes, Commissioner

PURCHASE ORDERS SIGNED SEPTEMBER 30, 1991

<u>P.O. NUMBER</u>	<u>VENDOR</u>	<u>AMOUNT</u>
14703	Tri-State Roofing & Sheet Metal	4,050.26
15013	Rambar Aviation Inc.	24.00
15063	Calico Industrial Inc.	301.25
15066	Parkersburg Office Supply	12.00
15078	Century Block Co.	40.30
15095	Broadwaters Motorcar, Inc.	290.82
15098	Sears Roebuck and Co.	12.75
15106	Carolina Helicopters	4,740.00
15110	Rambar Aviation, Inc.	157.50
15115	Battery Mart	50.95
15131	State Electric Supply Co.	247.12
15133	Assurance Business Forms	368.30
15138	Parkersburg Lumber Co.	16.47
15139	Broadwaters Motorcar	54.39
15140	The Michie Company	45.45
15141	Dils Ford	7,500.00



Mid-Ohio Valley Health Department

211 SIXTH STREET, PARKERSBURG, WEST VIRGINIA 26101
Phone 304/485-7374 Fax 304/485-7383

Dr. Thomas Lilly
Chairperson

Judith L. Shannon
Vice-Chairperson

Anthony Minard
Treasurer

Curtis W. Dickson
Executive Director

September 23, 1991

Steve Grimm
Wood County Commission
Wood County Courthouse
Parkersburg, WV 26101

Dear Mr. Grimm:

This letter will provide a written follow-up on the verbal recommendation I gave on behalf of the Mid-Ohio Valley Health Department at the Wood County Commission meeting today concerning the bids to develop an asbestos management control plan for the health department building and the former child care center buildings. At today's meeting, the health department, after evaluating the bids recommended either of two firms be considered: Site Scan or Kemron.

In our view, these two firms are best able to meet the requirements of the bid specification and to develop a satisfactory asbestos management control plan and document. Kemron was the low bidder when both sites are considered together, and the second low bidder for each site individually. Our preference would be to deal with one firm for both sites. Site Scan was the low bidder for the day care center site and the third low bidder when both sites are considered together. We have evaluated the technical ability of both firms as being excellent and the track record that they documented under bid specifications indicated high quality performance.

One other firm had to be considered simply because its bid placed in at second low bid when both sites were considered together, in low bid for the health department only, and in third low bid for the day care center. In our view, Choice did not adequately meet the bid specification. This firm declined to submit the required samples of previous management plans it had developed since the firm stated that this would be their "initial excursion into this area". In addition to not meeting the bid specification, this would leave us with choosing a firm based on no previous track record or examples of the quality of their work. We chose to exclude them from our recommendation for that among other reasons.

S. Grimm - 9/23/91
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We believe that either Kemron or Site Scan should be awarded this bid. We will be pleased to work with either firm. Thank you for your consideration of our recommendations.

Sincerely,

A handwritten signature in cursive script, appearing to read "Curtis Dickson".

Curtis Dickson
Executive Director

CD/ss



Mid-Ohio Valley Health Department

211 SIXTH STREET, PARKERSBURG, WEST VIRGINIA 26101
Phone 304/485-7374 Fax 304/485-7383

Dr. Thomas Lilly
Chairperson

Judith L. Shannon
Vice-Chairperson

Anthony Minard
Treasurer

Curtis W. Dickson
Executive Director

September 27, 1991

Steve Grimm
Wood County Commission
Parkersburg, WV 26101

Dear Mr. Grimm:

It has been called to my attention by Mr. Todd Schwarz of Tracor that a mistake has been made through some sort of typographical error in listing Tracor's bid for the asbestos management control plan for the health department building and the day care center buildings. It apparently was a major typographical error. We listed their combined bid at \$8,175; their bids for the health department at \$4,600 and for the child care center at \$3,575. The correct figures should be \$2,600 for the combined bid, \$2,000 for the health department, and \$975 for the child care center. This makes Tracor the low bidder in all three circumstances. I have so far been unable to determine where the higher reported figures came from.

In analyzing the Tracor bid, it is apparent that they are bidding on only half of the square footage contained at the child care center buildings. They are also estimating that the AHERA guidelines will require them to take only 10 samples at the day care center and 20 samples at the health department, as compared to the 35 to 50 samples at each site estimated by the other major bidders. Their bid also contains a clause for bidding additional costs to the Commission "for services authorized in excess of those described". Tracor submitted a generic operations and maintenance plan and not samples of previous work as required in the bid specifications. We are unable to determine their track record and quality of work without those materials. For these reasons, we still recommend the bid be awarded to one of the two firms we previously recommended.

Sincerely,


Curtis Dickson
Executive Director

CD/ss