

**CITY OF CHARLOTTE**  
**DEPARTMENT OF FINANCE & TREASURE**  
**INTEROFFICE MEMORANDUM**

**TO:** MAYOR LEWIS, CITY COUNCIL AND MANAGER GUETSCHOW  
**FROM:** CHRISTINE K. MOSSNER, FINANCE DIRECTOR  
**SUBJECT:** QUESTIONS REGARDING THE DECEMBER 27, 2016 CLAIMS SUBMITTED FOR PAYMENT  
**DATE:** DECEMBER 22, 2016

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The following questions were received from Councilmember Bahmer regarding specific items submitted for payment.

- On page #9 of this week's claims and accounts there is a charge of \$1,455.86 for tuition and book reimbursement for Mikayla Densmore. Are these charges for classes which are developing a skill set this employee is going to use in service to the City of Charlotte?
  - Per DPW Director Gilson, yes, the classes are related to her work at the City. The reimbursement is provided for in the SEIU contract Article 28, Section 1.
- On page #10, Enerco Corporation is being paid \$1,500.00 for an annual boiler chemical treatment. This charge applies to the MVP fund. Is this particular boiler at the Armory? Also a brief description of what this treatment process looks like would be greatly appreciated.
  - Per DPW Director Gilson, yes, it is the Armory boiler. The contract is for annual service on the boiler that includes a minimum of one service call per month from their chemical expert to test the water in the boiler and make any necessary adjustments to the water chemistry, the feed rate, or the surface blowoff. Additionally as part of the contract, they provide all of the chemicals, testing materials, hoses, fittings, etc. needed to operate the system. Water is added to the system at a low rate continually due to evaporation. The water must be chemically balanced so that it operates the system efficiently and safely.
- On page #12, Gunthorpe Mechanical is repairing an HVAC controller to the tune of \$8,675.56. I am interested in the background on this claim, along with whether the professional services exemption is the reason this expenditure didn't go through the bidding process?
  - Per Chief Fullerton, they had trouble controlling the air and heat starting in August of this year. Many things were tried but no remedy. They had to call in a Carrier (type of controller) mechanic with the correct software so that he could determine what was wrong. It ended up that they needed a new control module and a new diversion valve, along with reprogramming. They looked at changing everything over to a Honeywell

system but that was over \$25,000 so the decision was made to purchase the Carrier parts. Gunthorpe also received the software so that they can now reprogram our system if needed. The Carrier system is not used in many buildings now and he wishes that they did not have it, but that is what the plumbing company put in when the West Side Fire Station was built. The system has been running very good for the last 6 weeks and they have installed a surge protector on the circuit that feeds the control module because the Carrier mechanic thought that when the generator kicked on it caused the surge which ruined the module.

- And finally on page #23, Windemuller is receiving a payment of \$5,344.93 for well 6 SCADA programming. Does this charge contemplate a new sensory component being installed, a software update, or something else entirely? Also, is the justification for this expenditure exceeding \$5,000 without bids covered by the professional services exemption?
  - Per DPW Director Gilson, this bill is related to the programming and logic necessary to operate the new chemical feed system that was recently installed at Well #6. Yes, this is professional service and therefore covered by the professional services exemption.