

## Town of Windsor

### Memorandum

May 12, 2020

**TO:** The Honorable Mayor and Town Council

**FROM:** Christina Newsome, Treasurer 

**SUBJECT:** Water Line relocation

Our maintenance supervisor has requested to relocate the water line that is connected from 113 S. Court Street to E. Griffin Street at the future construction site of the new Public Works Building. In order to avoid damage to the existing water line, it will be relocated to the new water main on S. Court Street that was installed by Daniels Construction Corporation for the new service locations on S. Court Street.

As you can see from the attached proposal, the cost of the work will be \$4,800.00. I recommend that Council adopt the enclosed resolution.

#### **Recommended Motion**

Move that Council adopt the resolution entitled:

A Resolution Appropriating The Sum Of  
\$4,800 From the Unappropriated Fund Balance  
Of The Water Fund To The 2019-2020 Water  
Fund Operating Budget

**Resolution**

A Resolution Appropriating The Sum Of \$4,800  
From The Unappropriated Fund Balance Of The  
Water Fund To The 2019-20 Water Fund  
Operating Budget

**WHEREAS**, the Town must connect the resident at 113 S. Court Street to the newly constructed water line on S. Court Street in order to disconnect the water line that runs through the proposed public works building lot, and;

**WHEREAS**, the Town Council must appropriate the \$4,800 to relocate the existing water line to prepare for the construction of the new Public Works Building.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Town of Windsor, Virginia as follows:

Section 1. That the sum of \$4,800 from the Unappropriated Fund Balance of the Water Fund, be, and the same hereby is, appropriated to the Maintenance and Repairs – System line item within the Water Fund 2019-20 Operating Budget:

Section 2. The Manager is authorized and directed to do all things necessary to proceed forward with the relocation and replacement of the water line located between E. Griffin Street and 113 S. Court Street.

Section 3. This resolution shall be effective on and after its adoption.

Adopted: May 12, 2020

TESTE:

\_\_\_\_\_  
Town Clerk

J&L Benson, LLC.  
2170 Joshua Lane • Suffolk, Virginia 23434  
757-675-9210

---

**Bid Proposal**

4/30/2020

Kenneth Sims  
Town of Windsor  
8 E. Windsor Blvd.  
Po Box 307  
Windsor, VA 23487

**PROJECT NAME:** Water Service for 113 South Court Street Windsor, VA

J&L Benson, LLC proposes to do the following at the address listed above:

- 8"x1" Saddle Tap- Install & Tap
- 1" Corp Stop -Install
- 2" HDPE Directional Drilled +/- 100'
- 1" Poly Pipe +/- 100'
- Set- Meter Box, Meter Setter and Meter by others.

**Total: \$4,800.00**

**BID PROPOSAL TERMS AND CONDITIONS**

THIS PROPOSAL EXPIRES THIRTY (30) DAYS FROM THE DATE HEREOF, BUT MAY BE ACCEPTED AT ANY LATER DATE AT THE SOLE DISCRETION OF J&L Benson, LLC.

Upon acceptance of the Agreement, the Client agrees that in no event shall the Contractor, his officers, partners, employees, agents, heirs or assigns, or consultants be responsible for any liability including any and all claims, suits, demands, liabilities, losses, or costs, including reasonable attorney's fees and defense costs, resulting or accruing to any and persons, firms, and other legal entity beyond that of the Contractor's original fee.

You shall be invoiced upon completion. Payment is due at this time. Accounts over (30) thirty days past due shall be charged interest at the rate of 1.5% per month (18% per annum). Should your account become over (30) thirty days past due and is turned over to an attorney for collection, you agree to be responsible for all court costs incurred in the collection of said debt, and attorney's fees of 33 1/3% of the amount due and owing when turned over for collection.



---

Jeffrey L. Benson

---

Client Signature/Date

