



**TOWN COUNCIL INFORMATIONAL  
WORK SESSION AGENDA  
Starting at 6:00 PM  
June 6, 2022**

**I. Call to Order and Roll Call**

**II. Pledge of Allegiance**

**III. Informational discussion on the following:**

1. Kelly Hahn, Planning & Zoning Commission Appointment.
2. Planning & Zoning Administrators update on status of the Town of Chesapeake Beach Zoning Code priority text amendments.
3. CBWRTP installation of platform for access to an on-site generator.
4. State Highway Entry Agreements for ADA accessible sidewalks.
5. Audio-Visual upgrades to Town Hall Chambers.
6. Public Works facility HVAC upgrade.

**IV. Council Lightning Round:**

**V. Adjournment**



To: The Honorable Mayor and Town Council  
Subject: Planning Commission Appointment Kelly Huhn  
**Date: June 3, 2022**

From: Holly Wahl, Town Administrator

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### **A brief bio for Kelly Huhn**

Kelly Huhn works for the Federal Government and has 30 years of experience in project management, compliance, strategic planning, and budgeting. She lives in Chesapeake Beach and is in her second term as the President of the Richfield Station Homeowners Association. Prior to being the President, she was the Treasurer.

Bio provided by Kelly Huhn on June 3, 2022

# MEMORANDUM

To: Mayor and Town Council  
From: Christopher N. Jakubiak, AICP, Planning and Zoning Administrator  
Date: June 3, 2022  
Re: Consolidated Listing of Zoning Text Amendments

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## Introduction

The purpose of this memorandum is to update the Council on the status of the comprehensive rezoning that you might formally call upon the Planning Commissions to deliver posthaste a new zoning map and a supporting set of zoning amendments so that the Council may can take legislative actions required of it under State law and the Town Zoning Ordinance.

The Planning Commission has conducted a comprehensive rezoning and specifically considered a new Zoning Map and text amendments. In fact, the Comprehensive Plan in Chapter X, Implementation, specifically recommends a list of “Immediate Term” zoning text amendments. These amendments and the draft new zoning map are attached to this memo. These “Immediate Term” zoning text amendments are a priority because if the moratorium is lifted without the bulk of these “Immediate Term” amendments having been adopted, the Town will process development projects under the current rules, even projects that may be contrary to the Comprehensive Plan.

## Background on Comprehensive Rezoning

The Planning Commission began considering the text amendments noted in this memo in Fall 2021 and began deliberating on a draft zoning map not long after. Since the product of a comprehensive plan is a comprehensively amended zoning map and a set of supporting zoning amendments, the work of the Commission is not done until it submits these to the Council, or at least until it submits a recommended new zoning map.

## Zoning Amendments

Here below is the direction on amending the zoning ordinance provided in the Implementation Section of the Plan:

### *Immediate Term Text Amendments*

These are the amendments that can and should be evaluated and adopted concurrently with or immediately following adoption of this Comprehensive Plan.

- Reduce the allowable maximum building height to 35 feet.
- Remove all references to the Bonus Density Overlay District in their entirety-
- Divide the Residential Village District into two new zoning districts, RV-1, and RV-2, and create purpose statements for each. Within the new RV-1 District remove multi-family housing and townhouses from the list of permitted uses but continue to allow these uses within the new RV-2 District.
- Divide the Commercial Zoning District into multiple new zoning districts including, Neighborhood Commercial (NC), Town Commercial (TC), Commercial Plaza (CP), and create purpose statements for each.
- Modernize the list of permitted uses by district as may be needed to reflect changing land uses, building types and businesses activities and expressly prohibit uses that are found to be inherently adverse and incompatible with the public health and welfare of the Town.
- Remove multi-family buildings and townhouses as permitted uses in the new NC and CP commercial districts. Within the new TC district, allow residential use above street level commercial and clarify that existing single-family dwellings will be permitted by-right.
- Convert the Maritime District to Maritime Commercial (MC) and remove all new housing types from the list of permitted uses.
- Within the Resource Conservation District (RC), retain all protective easements, overlays, and regulations such as critical area and forest conservation. Do not allow by right residential use in the RC by including it as a listed use in the district description and remove it as a permitted use in the Land Use Table.
- Evaluate the purpose statement of each zoning district and revise as may be needed to ensure each is properly aligned with the recommendations of this Plan.
- Consider removing tourist homes as a permitted use in the proposed new Maritime Commercial district.
- Institute standards for the amount and quality of common open space to be required of new development projects.

And with respect to the Zoning Map, here is what the Comprehensive Plan specifically says in the Implementation chapter.

### Map Amendments

Amending a zoning map and ordinance is the main way to implement a new land use plan over time. A zoning map must be consistent with an adopted land use plan so ultimately the Town will need to adopt a new zoning map. We recommend that the Town comprehensively amend the zoning map and adopt an updated map concurrent with or soon following adoption of the Comprehensive Plan. During comprehensive rezoning and update of the Town's Zoning Map, each zoning map change should be accompanied by a statement of its consistency with the objectives of this Comprehensive Plan and property owners should be provided a notice of a proposed rezoning and an opportunity to discuss the impact of the rezoning of their property with the Commission. Here are the recommended ways to amend the zoning map to bring it in concert with the Land Use Plan presented in Chapter V.

- Divide the Residential Village District (RV) into two separate districts, RV-1, and RV-2.
- Divide the Commercial District into separate districts: Neighborhood Commercial (NC) Town Commercial (TC), and Commercial Plaza (CP).
- Rename the Maritime district to Maritime Commercial (MC).
- Remove the bonus density overlay district from the map.
- Reclassify properties and/or redraw district boundaries guided by the recommended Land Use Plan in Chapter V.

Attached to this document are those amendments that have already been drafted by the Commission and in each case voted affirmatively on. All are specifically recommended in and intended to address the Comprehensive Plan under the heading Immediate Term Zoning Amendments. Three other

amendments specifically recommended in the list of Immediate Term Zoning Amendments are still under review by the Commission and these are as follows:

- “Modernize the list of permitted uses by district as may be needed to reflect changing land uses, building types and businesses activities and expressly prohibit uses that are found to be inherently adverse and incompatible with the public health and welfare of the Town”.
- “Consider removing tourist homes as a permitted use in the proposed new Maritime Commercial district”.
- “Institute standards for the amount and quality of common open space to be required of new development projects”.

Also attached is a new zoning map which has also been presented at Planning Commission meetings and reviewed and deliberated upon by the Commission.

I have urged on several occasions the Commission to conduct a public hearing on the amendments (and the new zoning map) as soon as possible. It appears however that the Commission may not be required by law to hold a public hearing. Therefore, it can send its recommended zoning amendments and zoning map to the Council in the nearer term. At the direction of the Town Administrator, I look forward to supporting the Council’s efforts to inform the public of the amendments when the Council formally receives them and to help conduct the public hearing the Council is required to hold.

## Conclusion

The attached Zoning Map and text amendments are provided here so that the Council is aware of the changes the Commission is contemplating. These may be modified somewhat as the Commission attempts to complete its review, anticipated to occur at its June 23, 2022 meeting.

Other text amendments and implementation actions are of course recommended in the adopted Comprehensive Plan. However, most of those will of necessity require direction from Town Administrator and the Mayor and Town Council because they involve Town resource, management, and policy decisions.

PLANNING AND ZONING COMMISSION  
PROPOSED ZONING ORDINANCE AMENDMENTS

Key to changes:

Text to be added: **bold font**

Text to be removed: ~~strikethrough~~

**Amendment 1**

Amend Section 290-19A, *Tables, Requirements, Exceptions* as noted below to change the maximum building height in the Residential High-Density (R-HD) district from 50 feet to 35 feet and in the Maritime (M) district from 70 feet to 35 feet.

		Setbacks, Open Space and Height						
		Zoning Districts						
		R-LD	R-MD	R-HD	R-V	C	M	RC
A.	Minimum front yard setback (feet) <sup>1</sup>	15	15	15	15	10	10	25
B.	Minimum side yard setback (feet) <sup>2</sup>	8	8	8	8	8	8	75
C.	Minimum rear yard setback (feet) <sup>3</sup>	20	20	20	20	20	20	25
D.	Minimum open space <sup>4</sup>	40%	30%	15%	15%	15%	20%	60%
E.	Maximum building height (feet) <sup>5</sup>	35	35	<del>50</del> <u>35</u>	35	35	<del>70</del> <u>35</u>	35

## Amendment 2

Amend Section 290-19 to remove the method for measuring building height for multifamily and commercial buildings which allows building height to be taken from the first floor of the livable space when off-street parking is provided underneath that livable space, by deleting subsection (2) as follows:

- L. Height exceptions to maximum regulations.
- (1) Church spires, chimneys, antennas, and other structures normally built or located above the roof and not devoted to human occupancy may exceed the height regulations of the district in which they are located by one foot for every one foot of setback of the structure (e.g., chimney, spire) from the closest side lot line.
  - (2) ~~For multiple family dwellings and commercial uses, the finished lot grade used to establish the maximum building height shall be considered the first floor of living space, measured at the front door, for any structure for which off-street parking is provided underneath the living space, so long as the off-street parking space is no higher than one foot for every one foot of setback of the structure from the closest lot line.~~

## Amendment 3

*Amend Section 290-15, Bonus Density Overlay District to eliminate the ability of the Planning Commission, through its authority to approve site plans, to authorize an increase in the height of a buildings located within the Bonus Density Overlay District up to 50 feet, by deleting subsection E as follows:*

~~E. Building height. For the purposes of this section and provided that the conditions set forth in Subsection D above are met, the Planning commission may authorize an increase in height of multifamily buildings to a maximum of 50 feet measured to the eave, plus a habitable roof, provided that the side yard setbacks shall be not less than 25% of the building height, measure to the highest point on the roofline, or 10% of the building width, which is greater.~~

#### **Amendment 4**

*Repeal section Article IV, 290-15 Bonus Density Overly District in its entirety and renumber the remaining two sections accordingly.*

#### **Amendment 5**

*Clerical change: Remove all references to the Bonus Density Overlay district wherever they may appear in the Zoning Ordinance.*

#### **Amendment 6**

*Amend Section 290-9, Purpose and Intent of Districts as noted below to add a purpose statement for a new district called Residential Village-1 (RV-1) and change the name associated with the existing purpose statement from Residential Village to Residential Village-2 (RV-2):*

**E. RV-1 Residential Village District-1. The RV-1 District is intended to protect the single-family residential character, allowing detached houses that are compatible in design and scale with the prevailing residential uses and the existing pattern of buildings, streets, and blocks.**

**F. ~~RV~~ RV-2 Residential Village District-2. The ~~RV~~ RV-2 District is intended to protect the primarily single-family residential character while accommodating a variety of housing types and to encourage and facilitate redevelopment and infill that is compatible in use, scale, and impact with residential use and the existing pattern of buildings, streets, and blocks.**

#### **Amendment 7**



*Amend Section 290-9, Purpose and Intent of Districts as noted below to eliminate the Commercial and Maritime Districts, replacing them with four new commercial districts and adding a purpose statement for each new district:*

- F. ~~C Commercial District. The Commercial District is intended to provide locations for commercial and other non-residential uses that are compatible in scale and impact with nearby residential neighborhoods, and to protect and provide a safe and attractive environment for shopping, entertainment and community gathering.~~
- G. ~~M Maritime District. The Maritime Districts intended to promote a variety of land use that are water related and/or benefit from location near the water while at the same time encouraging the gradual re-emergence of the natural systems found near the water and the protection of commercial marine activities that have become the Town's waterfront heritage.~~
- G. **NC Neighborhood Commercial District. The Neighborhood Commercial District is intended to provide locations for small scale and low impact commercial uses that are designed and operated in a manner compatible in scale and impact with nearby residential neighborhoods.**
- H. **TC Town Commercial District. The Town Commercial District is intended to provide locations for commercial uses that are harmonious in scale and impact with nearby residential neighborhoods, and to protect and provide a safe and attractive environment for shopping, entertainment and community gathering.**
- I. **CP Commercial Plaza District. The Commercial Plaza District is intended to maintain the Town's primary location for larger format locally serving retail uses such as grocery stores and shopping center, where extensive parking can be readily accommodated.**
- J. ~~MC Maritime Commercial. The Maritime Districts intended to promote a variety of land use that are water related and/or benefit from location near the water while at the same time encouraging the gradual re-emergence of the natural systems found near the water and the protection of commercial marine activities that have become the Town's waterfront heritage.~~

**The MC District is intended to promote a variety of non-residential recreation and commercial uses that enhance the Town's water front heritage, respects the sensitive nature of the surrounding environment and are consistent in character and impact with the following:**

- **Promoting active and vibrant commercial activities at the street (grade) level where walking is safe and enjoyable**
- **Establishing public pedestrian access to and along the waterfronts**
- **Preserving the remaining scenic vistas to the Chesapeake Bay (on the east) side and the expansive Fishing Creek marsh (on the west).**

## Amendment 8

Amend the purpose statement for the Resource Conservation District in Section 290-9, Purpose and Intent of Districts to bring it into better conformance with the guidance of the 2021 update of the Comprehensive Plan as follows:

RC Resource Conservation District. The Resource Conservation District is intended to protect and maintain wetlands, surface waters, steep slopes, forests, areas with elevated risks of flooding, ~~and barren lands identified in the Town's Chesapeake Bay Critical Area Protection Program~~ and other environmentally sensitive areas; to provide locations for parkland, flood management, recreational activities, and access to the water and Bay; ~~and~~ to avoid intense development **and the placement of residential uses in areas on lands not suitable for such development and uses including areas subject to increased risk of flooding and otherwise protect public safety; to allow, under very stringent requirements, mixture of residential recreational and marine commercial activities through the Town's growth allocation method.** ~~and to acquire or otherwise prevent from further development, all parcels that were dedicated for open space, forest conservation, stormwater management, and wildlife habitats, as a condition for the development of previously approved Residential Planned Communities or for communities built on lands annexed through the Town's Growth Allocation Floating District.~~

# AMENDED TABLE FOR PLANNING COMMISSION REVIEW

PROPOSED REVISION - 290 Attachment 1

## Town of Chesapeake Beach Table 1

### Land Use Classifications

**KEY:**

- P Permitted
- C Conditional Use - permitted use subject to conditions SE Special Exception
- SC Special Exception, subject to conditions

Use	Zoning Districts											Conditions or Additional Use Regulations	
	R-LD	R-MD	R-HD	RV-1	RV-2	NC	TC	CP	MC	RC	RPC		
<b>Residential Uses</b>													
1. Single-family, detached	P	P	P	P	P	P	P					P	
2. Single-family, attached		P	P		P							P	
3. Townhouse dwelling			P		P							P	
4. Multifamily dwelling			P		P							P	
5. Dwelling, accessory	C	C	C	C	C	C	C					C	See § 290-11A
6. Dwelling unit in combination with commercial use					C		C					C	See § 290-11B
<b>Institutional, Recreational and Educational Uses</b>													
7. Churches and other places of worship, provided housing for religious personnel shall meet the minimum requirements of Uses 1 through 4 as applicable.	SC	SC		C	C	P	P	P	P			C	See § 290-11C

Use	Zoning Districts											Conditions or Additional Use Regulations
	R-LD	R-MD	R-HD	RV-1	RV-2	NC	TC	CP	MC	RC	RPC	
8. Public/Private schools	SC	SC		SC	SC				SC		SC	See § 290-11D
9. Home day care	C	C	SE	C	C	C	C		C		C	See § 290-11E
10. Day-care center, nursery school, kindergarten or other agency giving care to persons as a commercial operation	SC	SC		ε	C	P	P	P	P		C	See § 290-11F
11. Professional school, studio for music or art instruction, dancing school, similar				SC	SC	P	P	P	P		SC	See § 290-11G
12. Library, museum, community center, adult education center or similar open to the public or connected with a permitted use and not conducted as a private business				ε	C	P	P	P	P		C	See § 290-11H
<b>Environmental science, research and educational uses, nature centers</b>									P	P		
<b>Game, wildlife, and nature preserves</b>										P		
13. Public building or recreational facility owned and operated by Chesapeake Beach or other government agency	P	P	P	P	P	P	P	P	P	P	P	
<b>Parks, playgrounds</b>	P	P	P	P	P	P	P	P	P	P	P	
14. Private club, lodge, dining club, yacht club not run as a private gainful business						P	P	P	P	SE	SE	
Sailing schools, boat rentals and storage and similar water oriented recreational uses									P	P		

15. Orphanage, nursing home, or other licensed establishment for the care of aged, disabled, or convalescent persons, etc.	SE			C	C			P	P		C	See § 290-11I
16. <b>Group home</b>	SE	SE	SE	SE	SE	SE	SE	SE			SE	

Use	Zoning Districts											Conditions or Additional Use Regulations
	R-	R-MD	R-	RV-1	RV-2	NC	TC	CP	MC	RC	RPC	

**Sections for discussion at the April 27,2022 meeting are below.**

<b>Office and Commercial Uses</b>												
17. Professional office in residence, physician, architect, lawyer, similar				C	C	P	P	P	P		C	See § 290-11J
18. Office or clinic for medical or dental examination or treatment of persons as outpatient, including laboratories incidental thereto					C	P	P	P	P		P	
19. Therapeutic massage						C	C	C	C			See § 290-11K
20. Offices for business, professional, or governmental purposes				C	C	P	P	P	P		C	See § 290-11L
21. Artists, photographer's gallery, studio				C	C	P	P	P	P		C	See § 290-11M
22. Retail establishments carrying one type of interrelated goods, such as a bookstore, gift shop, florist shop, etc.; adult bookstores are prohibited				C	C	P	P	P	P		C	See § 290-11N
23. Retail convenience stores and retail establishments carrying commodities which tend to be purchased on a comparison basis, such as a food supermarket, department store, discount store, pharmacy, etc.							P	P	P			
Tree and plant nurseries, landscape supply and contracting, greenhouses									P	P		

24. Personal services, including barbershops, salons, laundry, dry cleaning (receiving stations), travel agency, insurance, real estate, repair shop for shoes, bikes, watches, locks, etc.				C	C	P	P	P	P		C	See § 290-110
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	Zoning Districts											Conditions or Additional Use Regulations
	R-LD	R-MD	R-HD	RV-1	RV-2	NC	TC	CP	MC	RC	RPC	
25. Financial service, bank						P	P	P	P			
26. Business services, printing, copying, contractor's shop, plumbing shop						P	P	P	P			
27. Appliance and furniture repair, upholstery						P	P	P	P			
28. Restaurant – Class I; drive-up/drive-through windows at fast-food restaurants are prohibited								P	P			
29. Restaurant - Class II						P	P	P	P			
30. Restaurant - Class III						P	P	P	P			
31. Tavern, nightclub							P	P	P			
32. Bed-and-breakfast establishment	SC	C	C	C	C	C	C	C	C		C	See § 290-11P
<b>33. Rooming, boarding-, lodging house</b>												<b>See § 290-11Q</b>
34. Motel, hotel, <del>tourist home</del>							C	C	C			See § 290-11R
<b>Tourist home</b>						C	C					
35. Entertainment and recreation facilities operated as a business within a building, with the exception of an adult bar, restaurant, or nightclub							P	P	P			
<b>Recreational and fitness studios</b>						P	P	P	P			
36. Outdoor entertainment and recreation facilities operated as a gainful business									P	SE		
<b>Recreational camps and cottages for overnight accommodations</b>										SE		



37. Animal hospital, veterinarian clinic							SC	SC	SC		SC	See § 290-11S
Use	Zoning Districts											Conditions or Additional Use Regulations
	R-LD	R-MD	R-HD	RV-1	RV-2	NC	TC	CP	MC	RC	RPC	
<b>Automotive and Boat Service Uses</b>												
38. Nonresidential parking area located in a residential district		SE	SE	SE	SE						SE	
39. Automotive service station							SC		SC			See § 290-11T
40. Sale or rental of automobiles							SC		SC			See § 290-11U
41. Repair garage, including paint spraying and body and fender work or car washing facility									SC			See § 290-11V
42. Marina, including fuel service for watercraft, boat storage and repair yard, boat sales and service									C	C		See § 290-11W
<b>Utilities, Communications, Transportation</b>												
43. Transformer station, structure housing switching equipment and regulators, power transmission line right-of-way, radio, television transmitter tower, cellular tower, etc.	SC	SC	SC	SC	SC	SC	SC	SC	SC	SC	SC	See § 290-11X
44. Bus station, intermodal transit center									SE			
<b>Industrial and Related Uses</b>												
45. Light industrial uses												
<b>Aquaculture</b>									P	P		
<b>Micro Brewery, Micro-distillery</b>							P	P	P			

<b>Craft and artisan assembly and manufacturing such as cabinet making, woodworking, glass making, blacksmithing, boat building and sail</b>									P	SE		
46. Water-dependent <b>seafood</b> processing, fishing activities									SE	<b>SE</b>		
<b>Data center</b>									P			
<b>Bio manufacturing</b>									P			
47. Warehousing and storage in association with <b>permitted</b> marine commercial activities									SE	SE		

Use	Zoning Districts											Conditions or Additional Use Regulations
	R-LD	R-MD	R-HD	RV-1	RV-2	NC	TC	CP	MC	RC	RPC	
<b>Unclassified Uses</b>												
48. Customary home occupation (1 employee)	C	C	C	C	C	C	C	C	C	C	C	See § 290-11Y
49. Home occupation (2 employees)	SE	SE	SE	C	C	C	C	C	C	SE	C	See § 290-11Z
50. Garage, yard, estate sale	C	C	C	C	C	C	C	C	C	C	C	See § 290-11AA
51. Carnival or similar transient enterprise								SC	SC			See § 290-11BB
52. Temporary building incidental to construction						C	C	C	C			See § 290-11CC
53. Dwelling for resident watchman									P			



**Zoning Districts**

RC	Resource Conservation	RPC	Residential Planned Community
R-LD	Residential, Low Density	TC	Town Commercial
R-MD	Residential, Medium Density	MC	Maritime Commercial
R-HD	Residential, High Density	PC	Plaza Commercial
RV-1	Residential Village 1	NC	Neighborhood Commercial
RV-2	Residential Village 2		



To: The Honorable Mayor and Town Council  
Subject: Installation of platform for access to an on-site generator  
Date: June 3, 2022

From: Holly Wahl, Town Administrator

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**I. BACKGROUND:**

The Chesapeake Beach Water Reclamation Treatment Plant houses a generator that stands 4.5 feet off the ground. In order to access the generator for service, a platform is required to maintain the unit.

**II. SCOPE OF WORK:**

The Town is seeking prefabricated steps to accommodate access through one set of double doors on the generator. Additionally, this will provide a safer means for our staff to access the generator for the routine checks that we perform. Currently, we need to lean a ladder against the side of the generator to access any of the doors.

**III. PRICING:**

FS Industries provided a quote for the steps needed to make the generator accessible in the amount of \$10,237.96.

**IV. RECOMMENDATION:**

It is recommended that Town Council approve an expenditure of \$10,237.96.

REV. NOTE - \*\*  
QUOTE #: Q41375JBIR

Original Quote Run  
DATE/TIME: 6/3/2022 - 10:42:44 AM



**\*\* STOR-DECK MEZZANINES \*\***  
**20 Technology Way**  
**West Greenwich, RI 02817**  
**PHONE: (800)421-0314 FAX: (401)421-5679**  
**www.FSIndustries.com**

CUSTOMER: Chesapeake Beach WRTP

PROJECT: Water Reclamation Plant

ATTN: Josh Stinnett

**STAIR QUOTATION - PHYSICAL DESCRIPTION:**

QTY	NAME	DESCRIPTION	TOTAL
1	str-1	TYPE: OSHA-17 DRAWING: CM773-A-017 HEIGHT: 54 WIDTH: 36 WEIGHT: 584 HORIZONTAL RUN: 48 1/8 DEGREES: 43.45 TREAD: (#78) Galvanized Bar Grating 9 3/4 in 1 1/4 X 3/16 FINISH: Galvanized	\$ 8,766.00
1	lan-1	TYPE: Exit Right DRAWING: LD1001-NS HEIGHT: 54 WEIGHT: 879 DECK DIMS (IN.): 44 15/16 W X 81 15/16 L OVERALL DIMS (IN.): 48 W X 87 L FINISH: Galvanized	

LANDING DECK:(#15) GALVANIZED BAR GRATING-#19W4 WITH 1 X 1/8 BEARING BARS ON 1-3/16 IN. C

**PRICING TOTALS**

NET MATERIAL COST F.O.B. WEST GREENWICH, RI	\$	8,766.00
FREIGHT COST - (M0) Chesapeak Beach MD, 20732 - Flatbed Del	\$	946.00
***Please be aware that freight rates are extremely volatile and large swings may occur from time of quote to time of shipment.		
TOTAL SHIPPING WEIGHT - 1462 (CLASS 85 - ITEM #105300)		
TOTAL QUOTED TAX FOR MARYLAND, MD	\$	525.96
TOTAL QUOTED PRICE	\$	10,237.96

Sales tax is applicable for shipments to the following states:  
CA, CT, FL, GA, ID, IL, IN, KY, MA, MD, ME, MI, MN, MS, NC, NJ, NY, OH, PA,  
RI, SC, TX, VA, WA and WI

QUOTE SUBMITTED BY: Justin Boisclair Email: jboisclair@fsindustries.com

**PAYMENT TERMS & DELIVERY**

TERMS ARE: CRCD, Wire Xfer, Chk w/Order  
PRESENT LEAD TIME (SHIP DATE) ON THIS PRODUCT IS APPROXIMATELY 4-6 WEEKS AFTER RETURN OF SIGNED APPROVAL DRAWINGS.

**PRICING VALID FOR 30 DAYS**

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: str-1

A STAIR HEIGHT = @ 43.45 DEGREES  Quote #: Q41375JBIR Rev. #: 0 6/3/2022 - 10:42:44 AM

B SHOP USE ONLY

C SHOP USE ONLY

D RISER HEIGHT =

E BOTTOM OF TREAD ENDPLT TO FLOOR  TREAD RUN = 9 1/2

\*\*\*\* Shop Note: Cut 1 in. Notch in Bottom Flange of Both Channels \*\*\*\*  
 F TREAD TYPE = (#78) Galvanized Bar Grating 9 3/4 in 1 1/4 X 3/16

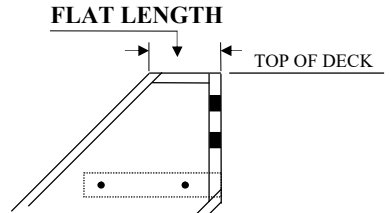
G TREADS NEEDED =

H TREAD WIDTH =

I TREAD DEPTH =

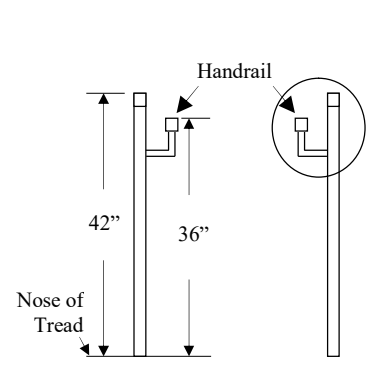
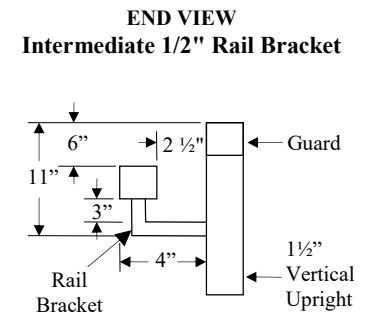
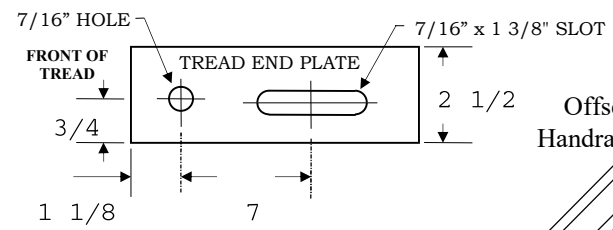
MAKE: 1 SET(S)

2 3/8

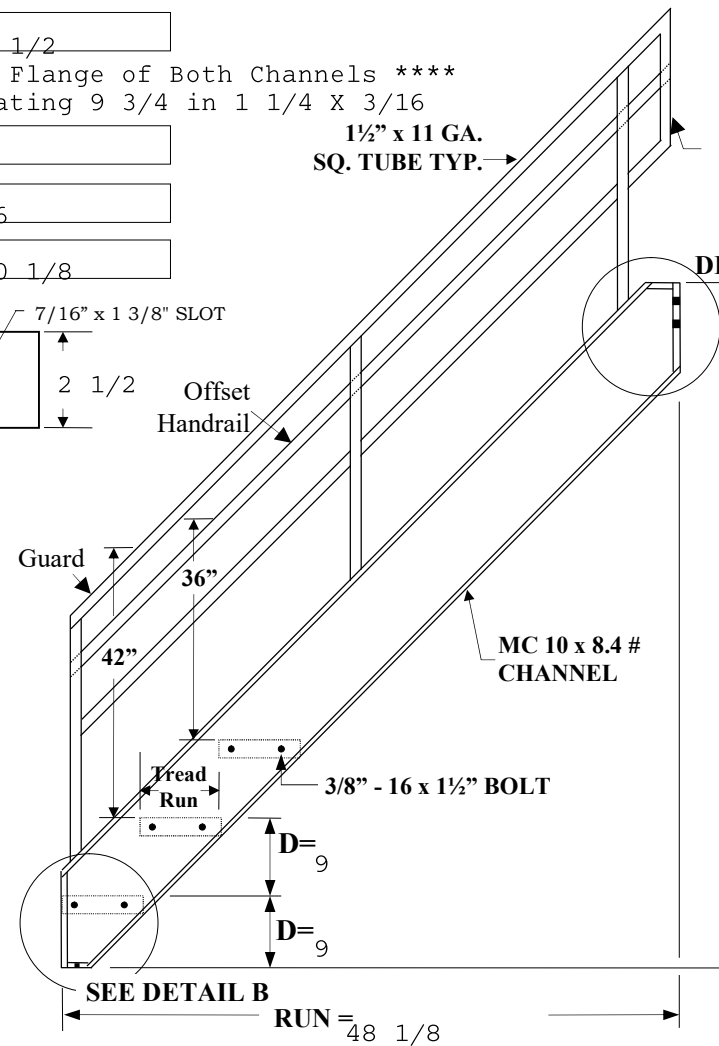
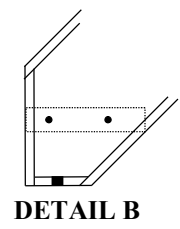


NOTE: END HANDRAIL 1" BEFORE THE END OF STAIR STRINGER

SEE DETAIL A



**DISCLAIMER:**  
 FS INDUSTRIES ASSUMES NO LIABILITY OR RESPONSIBILITY FOR DETERMINING IF THIS STAIRWAY IS IN CONFORMANCE TO ANY FEDERAL, STATE, AND/OR LOCAL BUILDING CODES. IT IS THE RESPONSIBILITY OF THE PURCHASER AND END USER TO VERIFY (WITH LOCAL AUTHORITIES) THIS STAIRWAY'S SUITABILITY AND CODE PERFORMANCE FOR IT'S INTENDED USAGE.



FLOOR LAGS BY OTHERS!

THIS DRAWING CONTAINS CONFIDENTIAL DESIGNS AND INFORMATION WHICH ARE THE PROPERTY OF FS INDUSTRIES. THIS DRAWING AND THE INFORMATION CONTAINED HEREIN MAY NOT BE DISCLOSED OR DUPLICATED IN WHOLE OR IN PART, UTILIZED IN ANY WORK OR USED FOR MANUFACTURE OF DESIGNS WITHOUT THE PRIOR WRITTEN PERMISSION OF FS INDUSTRIES.

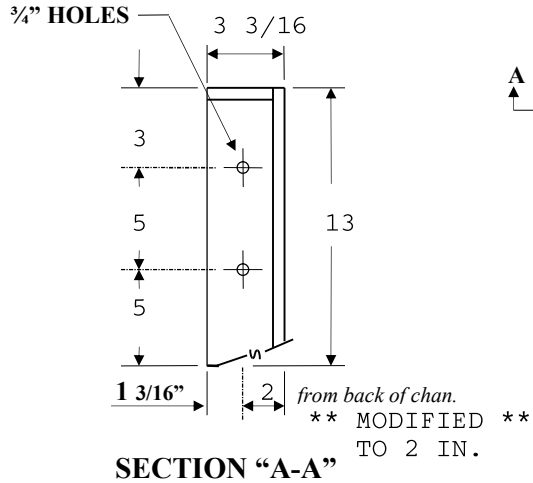
TYP. DRAWING - NOT TO SCALE

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: str-1 End Plate

Quote #: Q41375JBIR Rev. #: 0

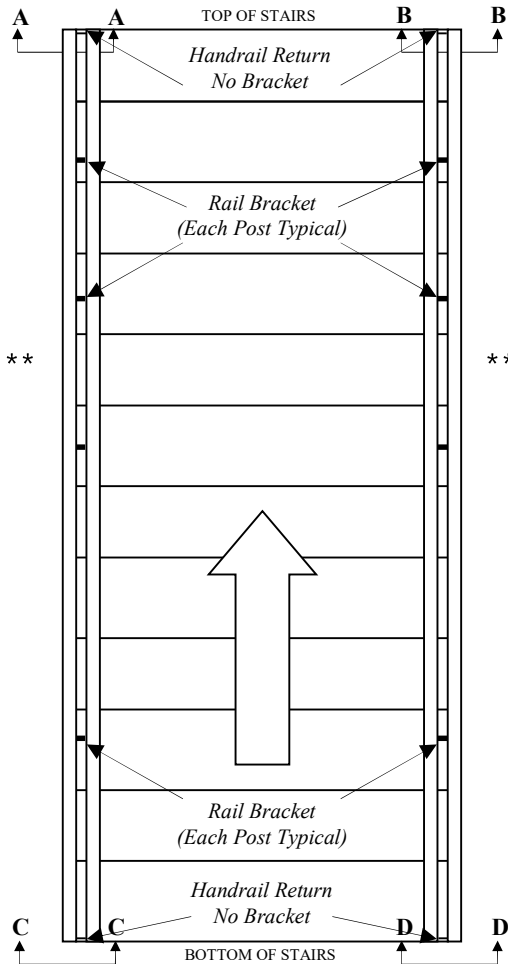
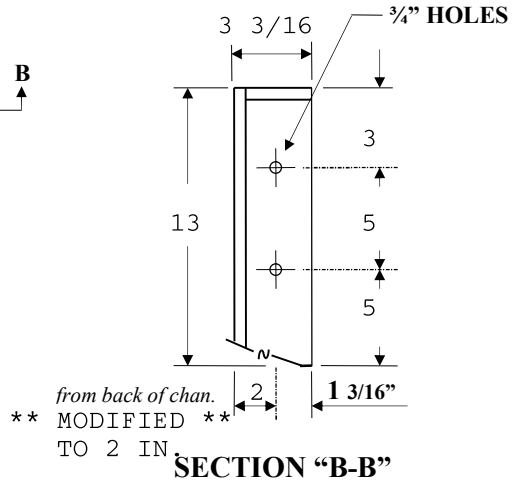
6/3/2022 - 10:42:44 AM

**TOP END PLATE - LEFT**  
3/8" x 3 x 13

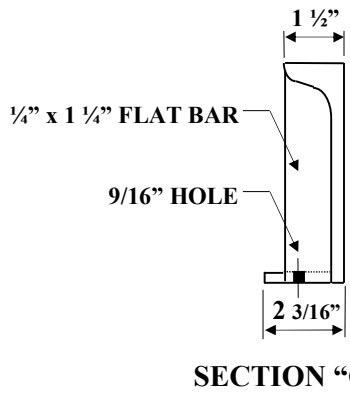


\*\*\*\*\* MODIFIED END PLATE \*\*\*\*\*

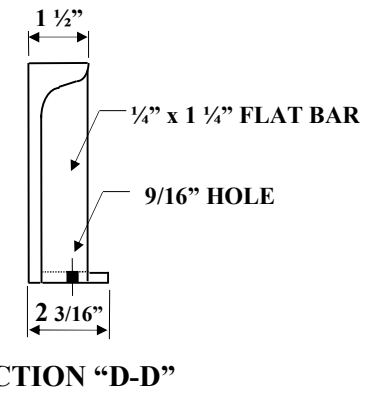
**TOP END PLATE - RIGHT**  
3/8" x 3 x 13



**BOTTOM FOOTPLATE - LEFT**  
3/8" x 2" x Shop cut to fit



**BOTTOM FOOTPLATE - RIGHT**  
3/8" x 2" x Shop cut to fit



Rev: 4/15/20

CM774-017

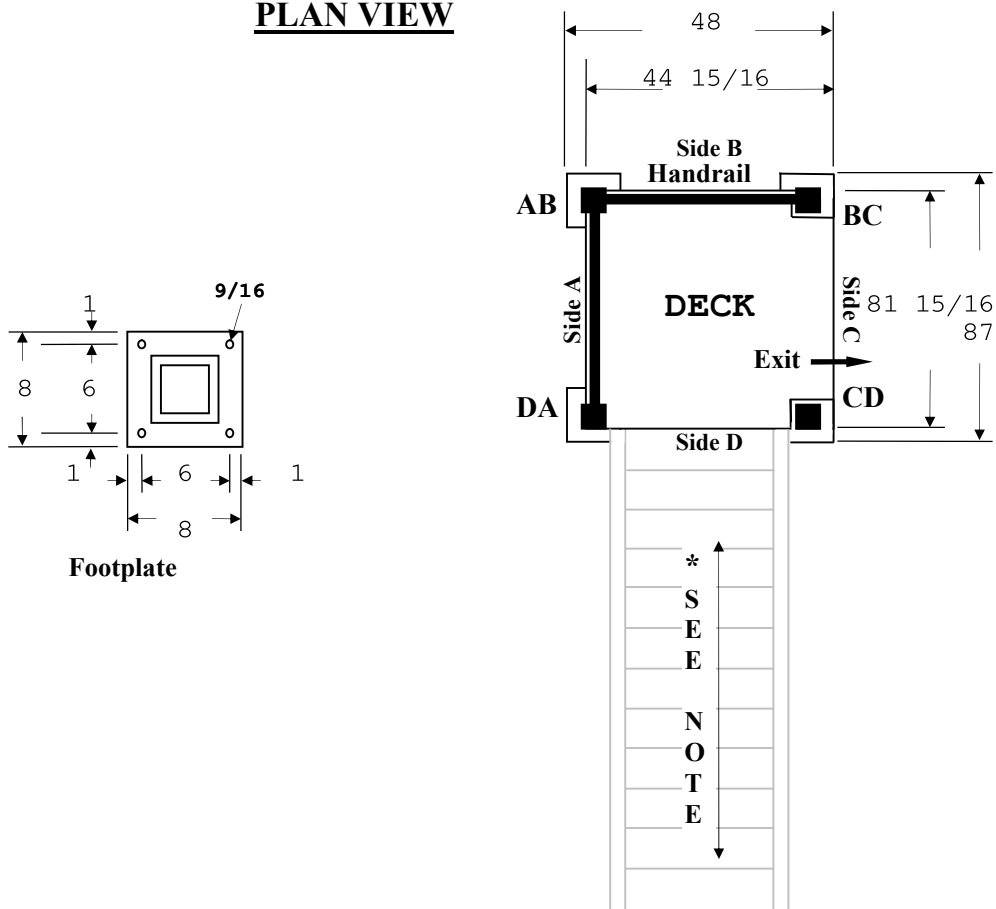


CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: lan-1

Quote #: Q41375JBIR Rev. #: 0 6/3/2022 - 10:42:44 AM

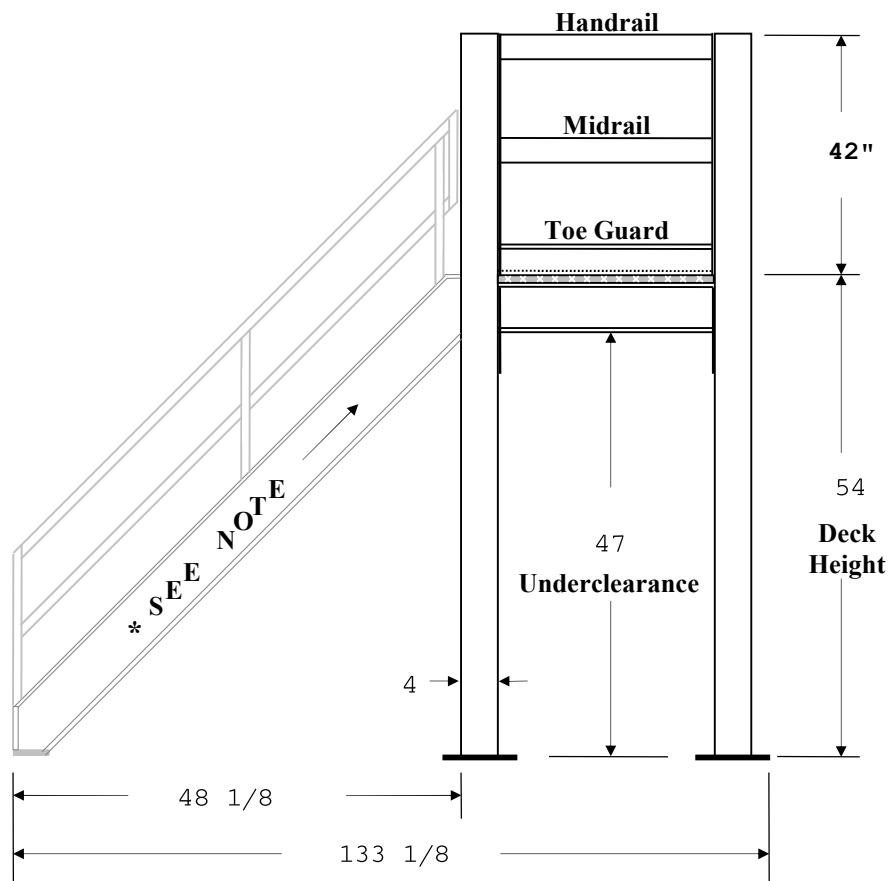
DECK = (#15) GALVANIZED BAR GRATING-#19W4 WITH 1 X 1/8 BEARING BARS ON 1-3/16 IN. CENTERS

**PLAN VIEW**



MAKE: 1

**SIDE ELEVATION**

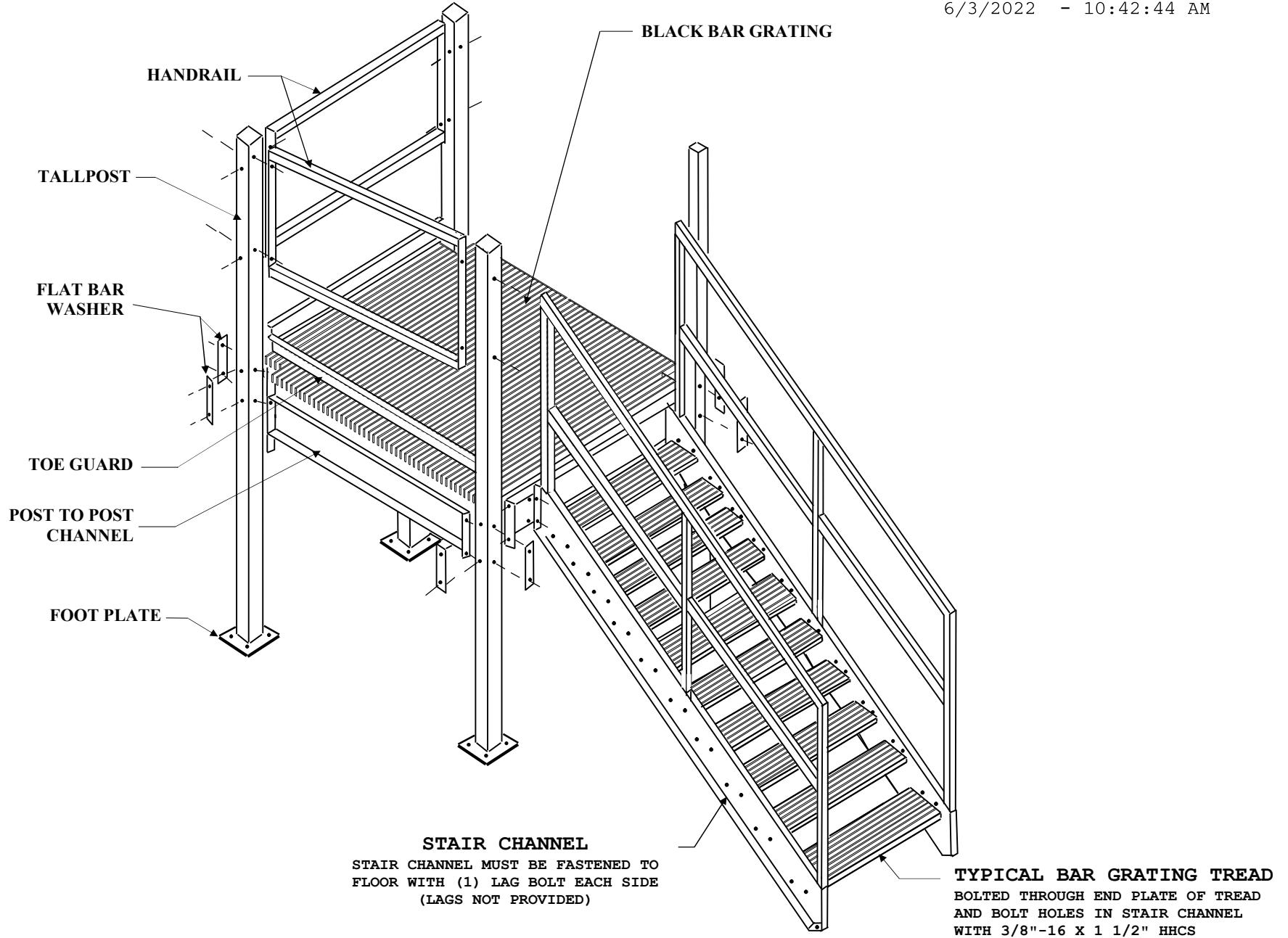


NOTE: STAIRS/POSTS MUST BE LAGGED (LAGS NOT PROVIDED)

**\*Note:** Stairs are not included with the landing shown on this drawing. They are drawn as typical for configuration clarification and overall dimensions only. Actual stairs are quoted and detailed separately.

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: SEE IND SHEETS	DESCRIPTION: TYPICAL STAIR & LANDING

6/3/2022 - 10:42:44 AM



Rev: 10/5/18

SL120-ER

Typical Exit Right Landing

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: SEE IND SHEETS	DESCRIPTION: CUSTOMER APPROVAL SHEET

Quote #: Q41375JBIR Rev. #: 0

6/3/2022 - 10:42:44 AM

**CHECK THE FOLLOWING PRINTS CAREFULLY  
APPROVAL IS REQUIRED FOR MUTUAL PROTECTION OF PURCHASER AND SELLER**

Component	Description	Dwg #	Satisfactory and APPROVED for fabrication	APPROVED for fabrication WITH CHANGES as indicated	UNSATISFACTORY Requires revised print with changes as indicated
str-1	OSHA STAIR	CM773-A-017	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
str-1	END PLATE SHEET	CM774-017	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
lan-1	EXIT RIGHT LANDING	LD1001-NS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TERMS:** We are happy to accept American Express, Visa and MasterCard as well as wire transfer or payment by check. Checks must be received prior to an order being processed. Please note that all pricing is F.O.B. shipping point. Freight charges to your destination will be added. All prices are in U.S. dollars. Your credit card will be charged upon receipt of signed order confirmation.

**RETURNED SHIPMENTS:** These goods are made to order (non-returnable) and are not subject to changes or cancellations as they are manufactured for each individual order.

**CANCELED ORDERS AFTER COMPUTER PROCESSING (prior to shipment):** Any order canceled after it has been computer specified and posted will be subject to a minimum cost of 6% of the purchase amount.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

SHIP TO \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 ATTN \_\_\_\_\_ MK: \_\_\_\_\_

**\*Signed approval sheet must be received prior to fabrication**



To: The Honorable Mayor and Town Council  
Subject: SHA Entry Agreement  
Date: June 3, 2022

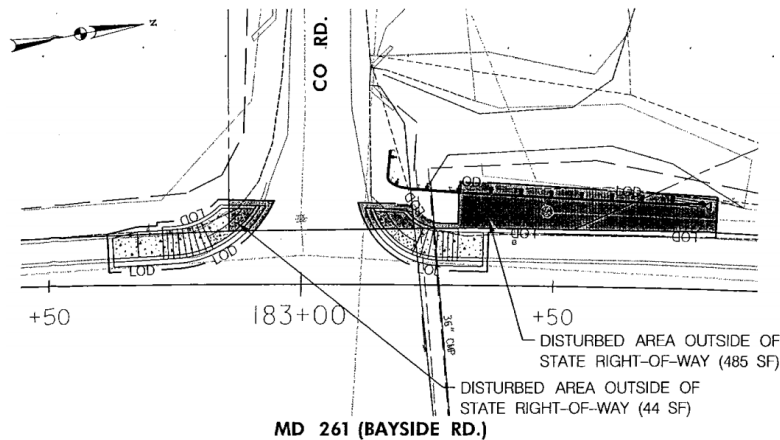
From: Holly Wahl, Town Administrator

## I. BACKGROUND:

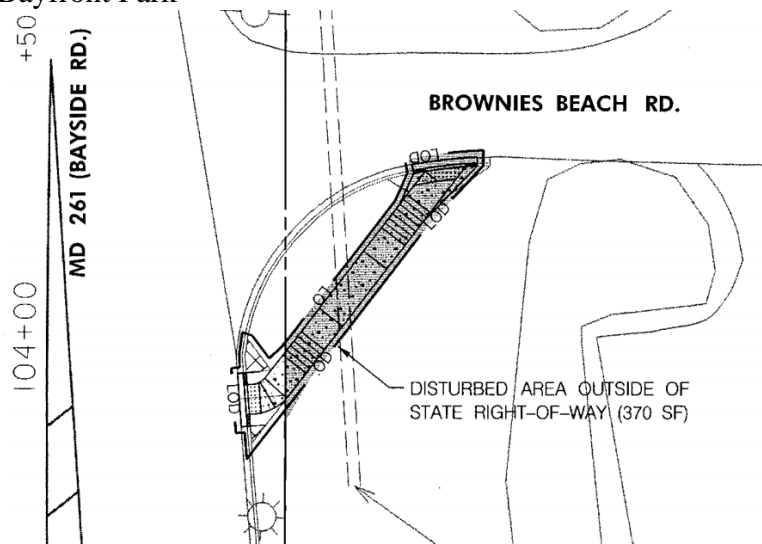
The Town coordinates with State Highway Administration in several areas of the Town that are accessed by state highways. State Highway is using some funding that became available to them to upgrade ADA ramps in two areas of the Town. These areas include 1. the entrance to the bayfront park that will connect to the Chesapeake Village to Beach Elementary sidewalk once installed, and 2. the entrance of the Town facility service road along RT 261.

## II. SCOPE OF WORK:

Location 1: RT 261 and Co Rd. the Town's public service facilities.



Location 2: Entrance to Bayfront Park





### **III. RECOMMENDATION:**

It is recommended that the Town Council authorize the Mayor to execute the State Highway Entry Agreement so improvements can be made to the ADA ramps at no cost to the Town of Chesapeake Beach.

SHA 63.30-6  
Office of Real Estate  
Right-of-Way District 5  
138 Defense Hwy  
Annapolis, MD 21401

**ENTRY AGREEMENT  
WITH THE  
MARYLAND DEPARTMENT OF  
TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION**

Project: CA511014568  
Termini: Chesapeake Village Boulevard to 1<sup>st</sup>  
Street  
Property: 7255 Bayside Road Chesapeake  
Beach MD 20732  
Item No.: 117516

I/We, the Town of Chesapeake Beach (Grantor) hereby grant permission to the Maryland Department of Transportation/State Highway Administration (MDOT SHA) (Grantee), its personnel and contractors, to enter upon our property located at 7255 Bayside Road Chesapeake Beach 20732, as referenced in Liber 677 / Folio 18 for the purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261 .

I/We clearly understand that I will not receive any payment for this work. The term of this Entry Agreement (Agreement) is limited to the time period actually necessary to perform the work described and that this Agreement will expire upon completion of the work. I/We understand that MDOT SHA will perform the work in a neat and work-man-like manner.

This Agreement shall in no way be construed as the conveyance of real property from one party to the other, nor is it to be construed as the conveyance of any rights other than the right of MDOT SHA and/or its contractor to enter that portion of the Grantor's land at 7255 Bayside Road Chesapeake Beach 20732 for the express purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261. At the termination of construction, the permission granted herein shall terminate and cease to exist.

Grantee will take all reasonable measures and exercise reasonable effort to prevent damage to Grantor's property and will instruct its contractor to do the same. In the event Grantee's contractor damages Grantor's property, Grantee will instruct its contractor to restore said property to the same or as similar a condition to the original as is possible and reasonable. Grantee requires that its contractors carry and maintain liability coverage for damage to Grantor's property, if any, due to or as a consequence of contractor's work pursuant to the contract.

It is hereby understood and agreed that all utility companies having facilities within the area covered by this Agreement are hereby given permission to move and/or adjust the facilities as may be required in connection with the proposed project.

In acknowledgement of this Agreement, I set my hands this \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_,

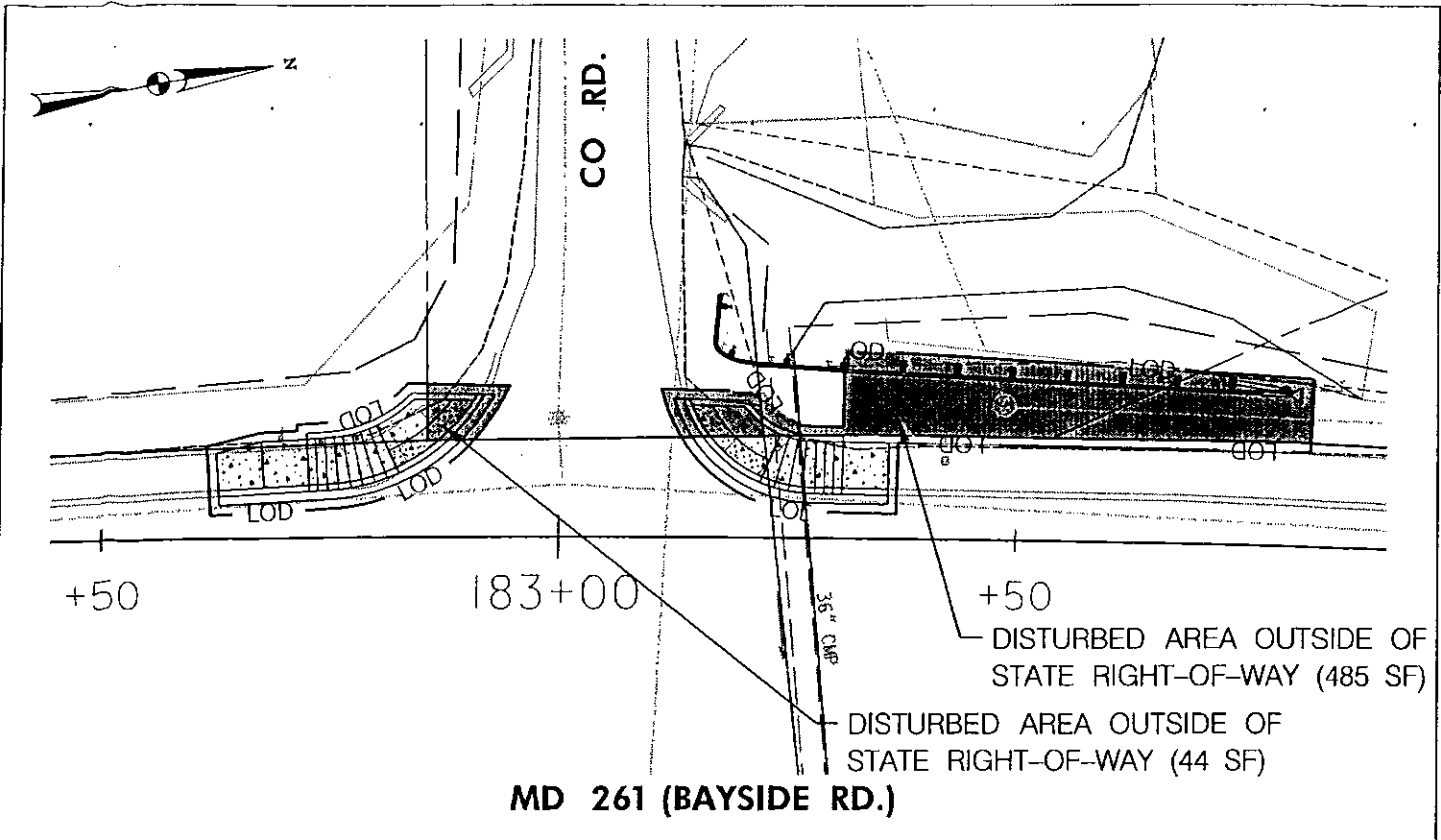
Town of Chesapeake Beach

By:  
Its:

Mailing Address:  
PO Box 400  
Chesapeake Beach, MD 20732

APPROVED FOR THE STATE HIGHWAY ADMINISTRATION, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

by: \_\_\_\_\_ District Engineer



**MD 261 (BAYSIDE RD.)**

MAP: 0101 PARCEL: 0017
PROPERTY ADDRESS: 8550 BAYSIDE RD CHESAPEAKE BEACH 20732
OWNER ADDRESS (CORPORATE ADDRESS): PO BOX 400 CHESAPEAKE BEACH MD 20732
TOTAL DISTURBED AREA = 529 SF

NAME OF PROPERTY OWNER (PRINT): TOWN OF CHESAPEAKE BEACH

SIGNATURE: \_\_\_\_\_

- GENERAL NOTES:
1. SIDEWALK WITHIN NOTED LIMITS WILL BE RECONSTRUCTED.
  2. LIMIT OF DISTURBANCE IS ASSUMED TO BE 1'-2' FROM EDGE OF SIDEWALK.
  3. ALL DIMENSIONS AND AREAS ARE APPROXIMATE.

**PRIME AE**  
PRIME AE Group, Inc.  
5521 Research Park Drive | Suite 300  
Baltimore, Maryland 21228  
P: 410 654 3790 F: 410 654 3791

20' 0 20' 40'  
SCALE: 1" = 20'

**MDOT**  
MARYLAND DEPARTMENT OF TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION  
707 NORTH CALVERT ST.  
BALTIMORE, MARYLAND 21202

MD 261 (BAYSIDE ROAD)  
FROM CHESAPEAKE VILLAGE ROAD  
TO FIRST STREET  
RESURFACING AND SAFETY IMPROVEMENTS  
RIGHT OF ENTRY

CONT. NO. CA5115177 DATE JAN. 2022  
COUNTY CALVERT SHEET 1 OF 1

SHA 63.30-6  
Office of Real Estate  
Right-of-Way District 5  
138 Defense Hwy  
Annapolis, MD 21401

**ENTRY AGREEMENT  
WITH THE  
MARYLAND DEPARTMENT OF  
TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION**

Project: CA511014568  
Termini: Chesapeake Village Boulevard to 1<sup>st</sup>  
Street  
Property: 8550 Bayside Road Chesapeake  
Beach MD 20732  
Item No.:117537

I/We, Town of Chesapeake Beach (Grantor) hereby grant permission to the Maryland Department of Transportation/State Highway Administration (MDOT SHA) (Grantee), its personnel and contractors, to enter upon our property located at 8550 Bayside Road Chesapeake Beach 20732, as referenced in Liber 111 / Folio 376 for the purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261 .

I/We clearly understand that I will not receive any payment for this work. The term of this Entry Agreement (Agreement) is limited to the time period actually necessary to perform the work described and that this Agreement will expire upon completion of the work. I/We understand that MDOT SHA will perform the work in a neat and work-man-like manner.

This Agreement shall in no way be construed as the conveyance of real property from one party to the other, nor is it to be construed as the conveyance of any rights other than the right of MDOT SHA and/or its contractor to enter that portion of the Grantor's land at 8550 Bayside Road Chesapeake Beach 20732 for the express purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261. At the termination of construction, the permission granted herein shall terminate and cease to exist.

Grantee will take all reasonable measures and exercise reasonable effort to prevent damage to Grantor's property and will instruct its contractor to do the same. In the event Grantee's contractor damages Grantor's property, Grantee will instruct its contractor to restore said property to the same or as similar a condition to the original as is possible and reasonable. Grantee requires that its contractors carry and maintain liability coverage for damage to Grantor's property, if any, due to or as a consequence of contractor's work pursuant to the contract.

It is hereby understood and agreed that all utility companies having facilities within the area covered by this Agreement are hereby given permission to move and/or adjust the facilities as may be required in connection with the proposed project.

In acknowledgement of this Agreement, I set my hands this \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_,

Town Of Chesapeake Beach

\_\_\_\_\_  
By:  
Its:

Mailing Address:  
P.O. Box 400  
Chesapeake Beach, MD 20732

APPROVED FOR THE STATE HIGHWAY ADMINISTRATION, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

by: \_\_\_\_\_ District Engineer

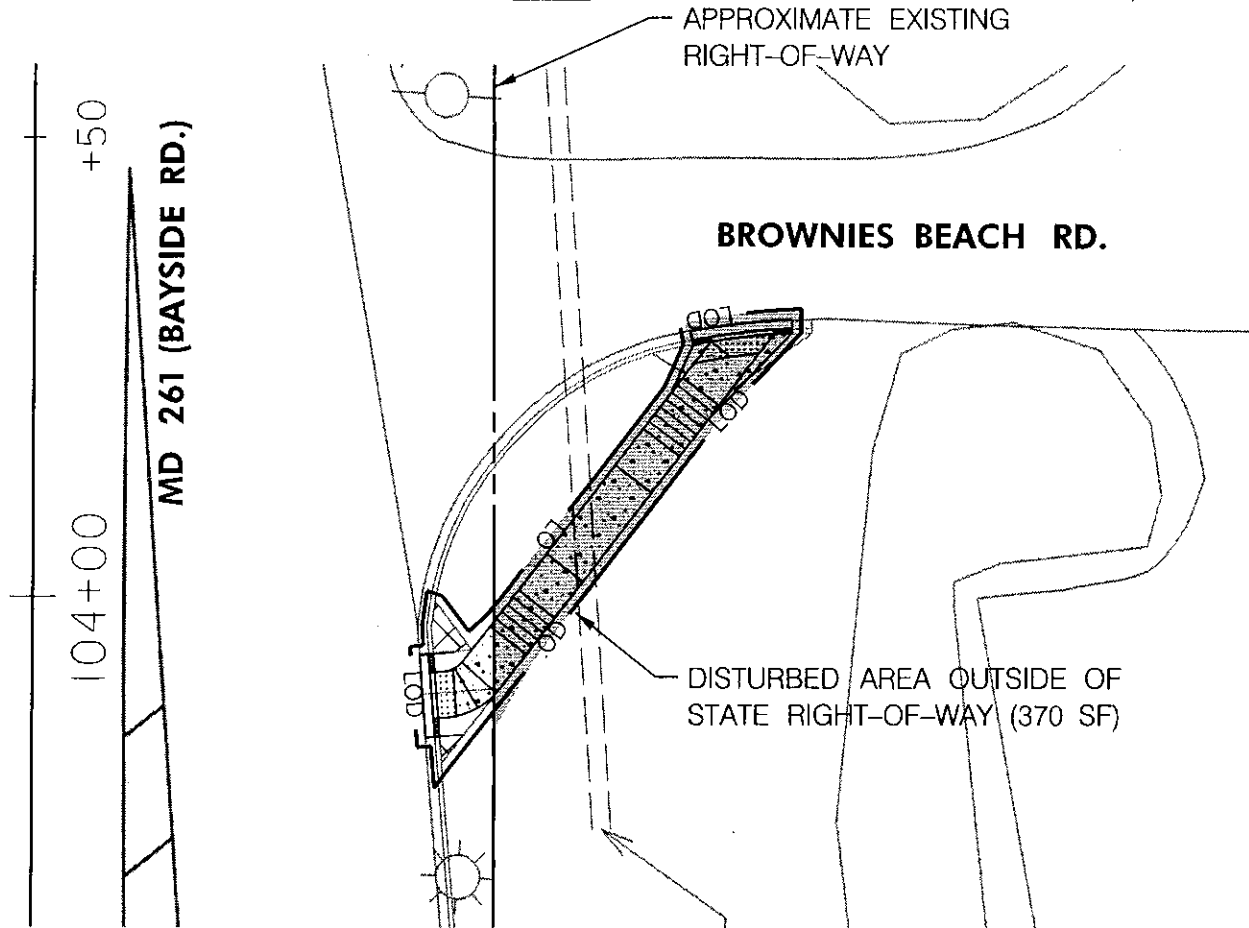


MAP: 0105  
PARCEL: 0014

PROPERTY ADDRESS:  
7255 BAYSIDE RD  
CHESAPEAKE BEACH 20732

OWNER ADDRESS (CORPORATE ADDRESS):  
PO BOX 400  
CHESAPEAKE BEACH MD 20732

TOTAL DISTURBED AREA = 370 SF



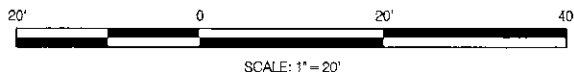
NAME OF PROPERTY OWNER (PRINT): TOWN OF CHESAPEAKE BEACH

SIGNATURE: \_\_\_\_\_

GENERAL NOTES:

1. SIDEWALK WITHIN NOTED LIMITS WILL BE RECONSTRUCTED.
2. LIMIT OF DISTURBANCE IS ASSUMED TO BE 1'-2' FROM EDGE OF SIDEWALK.
3. ALL DIMENSIONS AND AREAS ARE APPROXIMATE.

**PRIME AE**  
PRIME AE Group, Inc.  
5521 Research Park Drive | Suite 300  
Baltimore, Maryland 21228  
P: 410 654 3790 F: 410 654 3791



**M.D.T.**  
MARYLAND DEPARTMENT  
OF TRANSPORTATION  
STATE HIGHWAY  
ADMINISTRATION

STATE OF MARYLAND  
DEPARTMENT OF TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION  
707 NORTH CALVERT ST.  
BALTIMORE, MARYLAND 21202

MD 261 (BAYSIDE ROAD)  
FROM CHESAPEAKE VILLAGE ROAD  
TO FIRST STREET  
RESURFACING AND SAFETY IMPROVEMENTS  
RIGHT OF ENTRY

CONT. NO. CA5115177 DATE JAN 2022  
COUNTY CALVERT SHEET 1 OF 1



To: The Honorable Mayor and Town Council  
Subject: Chambers Upgrade to Technology  
Date: June 3, 2022

From Holly Wahl, Town Administrator

---

**I. BACKGROUND:**

The Town is currently holding public meetings in Town Hall with a virtual live stream available for the public. Our current functionality does not allow the public to view the screen during the live stream. An upgrade is needed to enable this functionality for ease of public access to the Town meetings remotely.

**II. SCOPE OF WORK:**

Provide broadcast quality camera switching functionality for Town staff to have the ability to display their screen to the projectors from the dais. This functionality also includes allowing public members to view the screen in live view on the Town's online channel. The current public view only includes elected and appointed officials at the dais.

Provide output to support audio connection to the chamber microphone system. This output provides clear chamber audio for video presentations and conveys clear audio to public members connecting via live stream.

**III. RECOMMENDATION:**

It is recommended that the Town Council initiate a contract with Metro AV for \$10,263.16 from the FY22 budget.



June 2nd, 2022



Town of Chesapeake Beach

Streaming Connectivity Upgrades

Prepared by: David Temple  
dtemple@metroav.com - 703-661-8062  
Engineered by: David Temple

Metropolitan Audio Visual Co, LLC  
22923 Quicksilver Dr, Suite 117  
Dulles, Va 20166

***Metropolitan Audio Visual Company, LLC - Proprietary & Confidential***

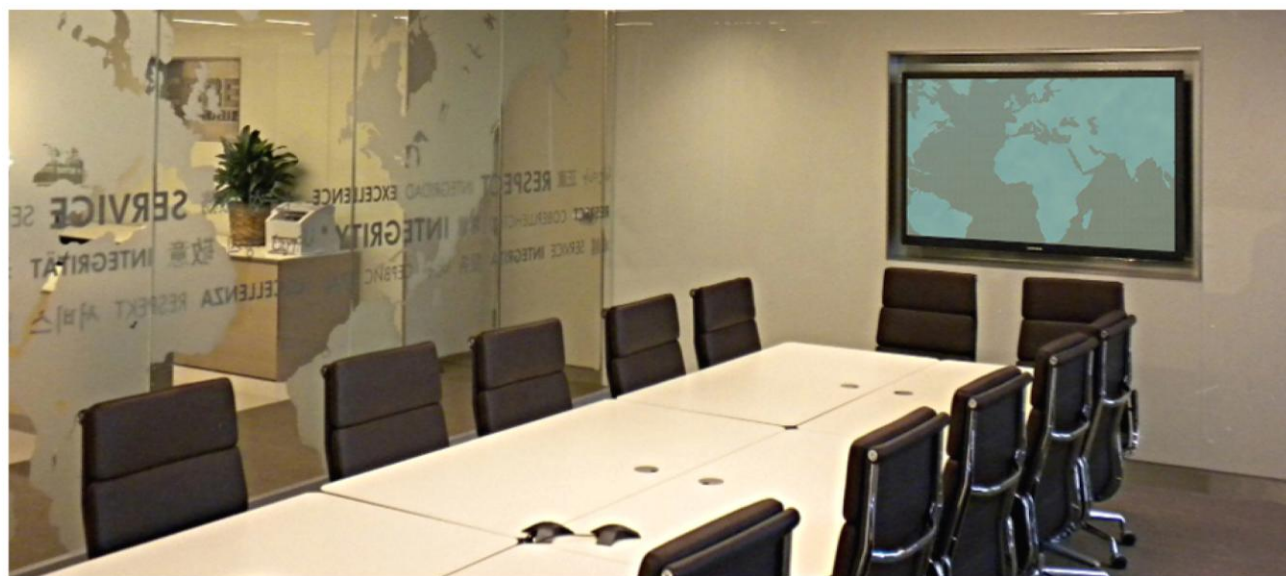
## Welcome to Metropolitan Audio Visual Company

Metropolitan Audio Visual is dedicated to providing audio visual solutions to individuals and organizations throughout the greater Metropolitan DC area and beyond. We are motivated by the ever changing and challenging field of audio visual technology to turn our client's ideas and goals into reality. We will take an honest and caring approach to understanding and meeting the needs of our customers.

At Metro AV we value the relationships we have with our customers and believe that the key to success is being responsive and reliable. We will not hesitate to jump from our seats to come to the aid of a customer in need.

### About Us

Originally established in 1967 as an equipment sales and repair firm, Metropolitan Audio Visual was rebranded in 2008 with a focus on systems design and integration. Our specialty is simple, easy to use AV solutions that are cost effective for businesses in the Washington DC market. We enjoy what we do and hope that you will give us the opportunity to show you what we can do for your organization today.



## Project Overview

### Notes/ Disclaimers

- It is assumed that on-site work can occur between the hours of 8am and 6pm EST, Monday-Friday, and that the space will be available consistently to facilitate timely project execution.  
If alternative on-site hours are required, this must be discussed with Metropolitan Audio Visual Co, LLC prior to proposal acceptance.
- Due to ongoing supply chain shortages, some components may be subject to extended lead times, and subsequent delays.
- Due to potential fluctuation of equipment costs, the pricing within this proposal is valid for a period of 30 days.

*See next page*

## Scope

- With the push of a single button on the ATEM switcher, users will have the ability to switch from camera image to computer image during live streaming, at the Dais and the booth.
- Dais Location:
  - Ability to connect laptop to the projectors from the Dais.
  - Camera and microphone feed to Dais location for running streaming and Zoom from the Dais via laptop.
  - Ability to share laptop image and video with streaming audience, while simultaneously displaying on the in-room projection screens.
  - Ability for microphones to be heard while showing laptop screen, including videos with sound.
- Booth location:
  - Ability to connect desktop PC to the projectors from the Booth.
  - Camera and microphone feed to booth location for running streaming and Zoom from the Dais via desktop PC.
  - Ability to share desktop PC image and video with streaming audience, while simultaneously displaying on the in-room projection screens.
  - \*\*Ability to also share the Dais laptop image and video with the streaming audience during sessions being run via the desktop PC at the booth.
  - Laptop images and video being shared from booth-initiated streaming sessions will by default

**Figure 1:**

**Blackmagic Design ATEM Mini Pro PTZ Camera Switcher**

**Features:**

- **Provides broadcast-quality camera switching**
- **Easy to learn and intuitive to use**
- **Ideal for Zoom, YouTube, Skype**
- **Multiple video effects available**
- **1-year warranty**

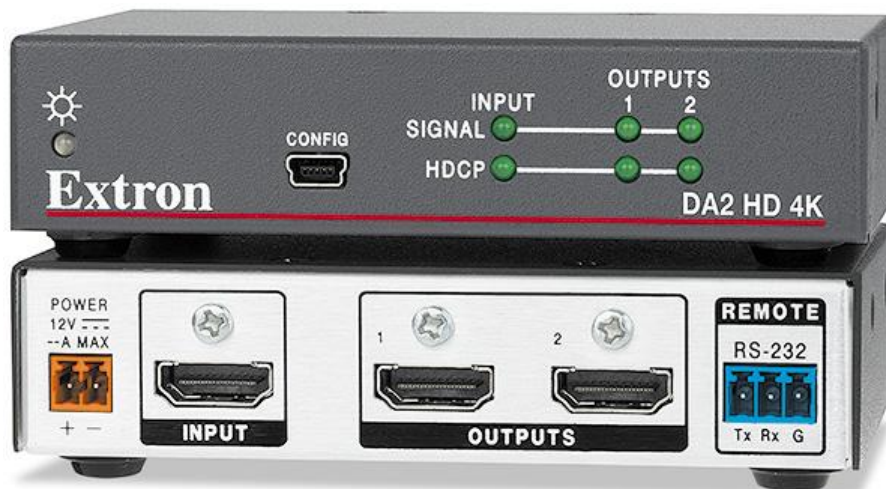


**Figure 2:**

**Extron Electronics HDMI Distribution Amplifier**

**Features:**

- **Input: One female HDMI type-A connector**
- **Output: Two, four, or six female HDMI type-A connectors**
- **Supports computer and video resolutions up to 4K — Supports 4K/60 4:2:0 and 4K/30 4:4:4, maintaining superior image quality at the highest resolutions.**
- **Supported HDMI specification features include data rates up to 10.2 Gbps, Deep Color up to 12-bit, 3D, and HD lossless audio formats**





**Figure 3:**

**Extron Electronics DTP T HWP 4K 231 D**

**Features:**

- **Transmits HDMI, and analog audio up to 230 feet (70 meters) over a shielded CATx cable**
- **Auto-switching between inputs**
- **Supports computer and video resolutions up to 4K**
- **Analog stereo audio embedding**



**Figure 4:**

**Aver BU110 HDMI-to-USB3.0 Converter**

**Features:**

- **Convert HDMI Video to USB 3.1 Gen 1**
- **Support for up to 1080p60 Resolution**
- **Windows, Mac, Linux Support**
- **No Compression, Plug-and-Play**



## Equipment

Note: Due to product availability at time of purchase, Metropolitan Audio Visual reserves the right to substitute any particular equipment model for a comparable item. Client will be notified of any changes to a particular component.

2	Blackmagic Design ATEM Mini Pro HDMI Video Production Switcher	614.52	1,229.04
4	Extron Electronics 1:2 HDMI distribution amplifier.	553.50	2,214.00
1	Extron Electronics 1:4 HDMI distribution amplifier.	783.00	783.00
1	Extron Electronics DTP Transmitter for HDMI - Decorator-Style Wallplate.	500.85	500.85
1	Extron Electronics HDMI DTP Transmitter for HDMI.	407.70	407.70
2	Extron Electronics DTP Receiver for HDMI.	407.70	815.40
1	Extron Electronics Low-Profile Mount Kit for 1/8, 1/4, and 1/2 Rack Width Products.	41.85	41.85
1	Extron Electronics Low-Profile Mount Kit for 1/4 and 1/2 Rack Width, Two-Piece Enclosures.	41.85	41.85
1	Aver HDMI to USB3.0 Converter.	94.49	94.49
1	Middle Atlantic 9 Outlet Single 15 Amp Circuit Surge/Spike Protected Rackmount Power Distribution.	143.63	143.63
1	Middle Atlantic U1 1 Space Rack Shelf - 11 Inch Deep.	39.26	39.26
1	Wall-mountable surge protector.	33.72	33.72
1	Low-voltage cabling, cables, connectors.	298.36	298.37
1	Non-proprietary Hardware and Installation Supplies.	50.00	50.00
<b>Equipment Total: \$ 6,693.16</b>			

*See next page*



A/V System Integration Cost Summary:

Equipment Total	6,693.16
Sales Tax	0.00
Equipment Rental	0.00
Product Shipping (From manufacturer)	195.00
All Associated Labor and Programming	3,375.00
Electrical Contractor	0.00

<b>Project Total:</b> \$10,263.16
<b>Deposit:</b> \$5,000.00
<b>Due upon delivery of functioning system:</b> \$5,263.16

**NOTE:** All credit card payments are subject to a 3% processing fee.

<b>Additional if paying via credit card:</b> \$307.89
--

Deposit, when applicable, must be received prior to equipment orders and/ or personnel dispatched to site.

Final invoice payable upon system acceptance unless alternate terms discussed prior.

**X** \_\_\_\_\_

To accept this proposal please sign and e-mail to: [dtemple@metroav.com](mailto:dtemple@metroav.com)

**Metropolitan Audio Visual Company, LLC - Proprietary & Confidential**



### **Basic Warranty - Design, Workmanship, Components:**

Metropolitan Audio Visual Company, LLC warrants the workmanship and installation materials for one (1) year from system acceptance. During this warranty period, we will correct any wiring or mounting methods that do not conform to the success of the system as a whole or do not satisfy the customer. Any non-conformity that is proven to be caused by abuse of the installed materials will be subjected to Metropolitan Audio Visual's then published rates and service charges.

All new components provided by Metropolitan Audio Visual Co, LLC are covered by the manufacturer's warranty for the period specified by that particular manufacturer, and will be repaired or exchanged for new components by the manufacturer during the warranty period. On-site service to facilitate component diagnosis and exchange is provided by Metropolitan Audio Visual Co, LLC at no cost to the client during our 1-year basic warranty. After a period of one year, Metropolitan Audio Visual standard hourly rate will apply when diagnosing and facilitating repair/ exchange of a defective component.

Metropolitan Audio Visual Company, LLC warrants the control and audio system programming for ninety (90) days from system acceptance. This includes return trips to site to address any dissatisfaction with control system programming and layout.

Note: Time to diagnose - and if necessary - facilitate repair/ exchange of a system component not provided by Metropolitan Audio Visual Co, LLC is not covered under the basic warranty and will be billable to the client at the standard hourly rate at time of repair.

Metropolitan Audio Visual Corporation maintains up-to-date liability and workman's compensation insurance and will be glad to offer certificates on request.



To: The Honorable Mayor and Town Council  
Subject: HVAC Public Works facility  
Date: June 3, 2022

From: Holly Wahl, Town Administrator

## I. BACKGROUND:

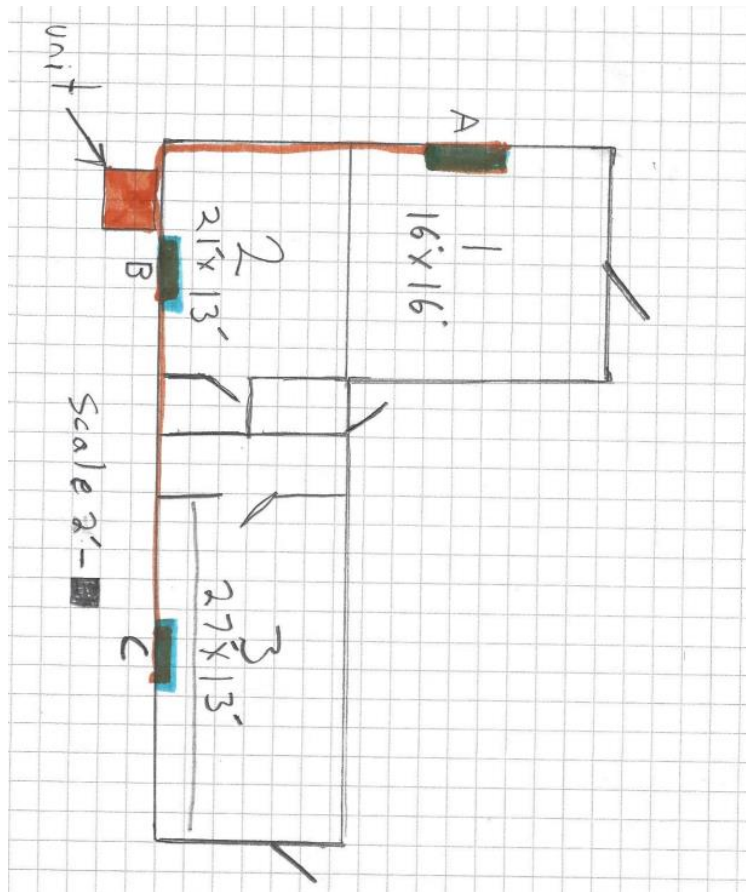
The Town Council approved the FY22 budget, which included the costs related to HVAC upgrades at the Chesapeake Beach Public Works facility. This project was discussed in the May 2022 work session.

## II. SCOPE OF WORK:

Install a Multi-zone, mini-split ductless high-efficiency heat pump at the Public Works Garage.

The system will be a minimum of 21 SEER and include a low ambient heating package.

This system has three zones, as shown in the drawing below:



Area 1 = 16'x16' Area 2 = 21'x13' Area 3 = 27'x13' all ceilings are 8'



The indoor mount locations are shown as A, B, and C. The outdoor unit will be installed twenty-four" above grade.

All walls are 2"x4" with R-13 insulation. The ceiling is 2"x10" with R-19 insulation.

Electrical power will be installed by others to the outdoor unit only; all other power (low or high voltage) must be included in your bid. An onsite walkthrough of the site will be required before accepting proposals.

All proposals must provide the cost of equipment and the price of labor.

### **III. PROPOSALS:**

The Town has received two proposals from local contractors interested in performing the work. Both contractors have completed work for the Town in a satisfactory manner.

### **IV. RECOMMENDATION:**

The town staff recommends issuing a contract with Chapman for the HVAC in the amount of \$14,600 for upgrades to the Public Works facility.

Sales • Service • Installation

Free Estimates • Emergency Service

# Proposal

## Cellular Site Services, LLC

MD Master HVACR  
License # 97917  
MD Stationary Engineer  
License # 33662  
Master Plumber  
Master Gasfitter  
License # 100613

CELL SITE & SHELTER MAINTENANCE • EMERGENCY HVACR  
NEW EQUIPMENT INSTALLATION

(Office) 301.627.1986 • (Cell) 301.367.3906

9703 Croom Road  
Upper Marlboro, MD 20772

Customer Name: Town of Chesapeake Beach	Job Name: Daikin Heat Pump System
Address: 8550 Bayside Rd	Job Location: Maintenance Department.
Email: Jberry@chesapeakebeachmd.gov	Estimator: Theodore McKenzie
Phone: (410)-257-2230	Date: 5-25-2022

**DESCRIPTION OF PROPOSAL: Professional installation of new Daikin 20 SEER multi zone 4 ton (5) five zone heat pump system. All labor and materials are included in this proposal. lead time 2-3 weeks**

Cellular Site Services will provide the following- **Daikin 4 Ton 5 Zone Equipment Model # 5MXS48TVJU, 4 Ton.**

- (1) Daikin 48,000 BTU condensing unit installed on side of building.
- (2) Daikin 12,000 BTU Model- FTXS12LVJU Wall Mount Evaporator to be mounted in zone 2-3.
- (1) Daikin 18,000 BTU Model-FTXS18LVJU Wall Mounted Evaporator to be mounted in zone 1.
- All indoor units are to be mounted on exterior walls in three separate cooling/heating zones.
- Outdoor condensing unit is to be mounted on composite mounting pad on back side of building.
- All needed high voltage power supply conductors in EMT conduit from customer supplied outdoor wall-mounted disconnect box to new outdoor condensing unit.
- (3) copper line sets. One copper line set to each of the three indoor wall-mounted heat pump units.
- All new copper line sets will be fully installed and insulated with all needed copper and UV covering.
- (3) Condensation drain lines ran in 3/4" PVC from indoor unit to outside of building.
- 250ft of stranded mini-split 600v communication wiring for new HVAC system.
- (3) Wall-mounted wired control thermostat mounted in cooling/heating zone.
- Conduct new HVAC system commissioning after equipment installation is complete.

Daikin manufacturer equipment warranties are for (10) Ten years from date of installation.

Cellular Site Services labor and workmanship warranty is for (1) year from date of installation.

**Add alternate- Concrete equipment mounting pad L48"X W30"X H12" poured on side of building - \$975.00**

Signature of Estimator:

Theodore McKenzie  
Theodore McKenzie

Acknowledgement of Receipt of Evaluation:

Client Signature

All proposals from Cellular Site Services require minimum of 50% down to schedule project. Payments to be made by check or account transfer to Cellular Site Services. <b>Estimate good for 30 days</b>	
<b>Date</b>	<u>5-25-2022</u>
<b>Total</b>	<u>\$ 14,925.00</u>



## **TERMS AND CONDITIONS**

- In the event the Customer prevents Cellular Site Services, LLC from beginning the work or from completing the work, Customer shall pay Cellular Site Services, LLC the reasonable value of labor, materials, and overhead costs incurred.
- Should Cellular Site Services, LLC encounter unsuitable soils, underground water or other conditions in any excavation which require unusual shoring or pumping methods to make the excavation workable, the additional work shall be submitted for reimbursement.
- All accounts not paid in full within thirty (30) days of the date of invoice shall bear interest in the amount of 2% per month of the balance. There will be a service charge of \$25.00 for each returned check.
- In the event of non-payment resulting in collection or attorney fee's the prevailing party shall be reimbursed for these expenses.
- This Contract shall not include any change in the work or materials described or the price quoted in this Contract, unless the change is made in writing and signed by both parties. All materials not used in the work remain the property of Cellular Site Services, LLC.
- Cellular Site Services, LLC is not responsible for stress cracks in existing ceramic tile caused by the new work.
- WARRANTY: Cellular Site Services, LLC provided the Customer with the following EXPRESS LIMITED:
  - WARRANTY on labor and materials furnished as specified in this Contract.
  - Unless otherwise specified in writing, Cellular Site Services, LLC guarantees all labor for one (1) year from the date of service. Should a defect in material under warranty appear Cellular Site Services, LLC sole obligation shall be, at its option, to repair or replace the defective materials at no cost to the Customer.
  - THE FOREGOING EXPRESS LIMITED WARRANTY IS THE SOLE WARRANTY PROVIDED BY CELLULAR SITE SERVICES, LLC AND IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
- This Contract sets forth the entire agreement between the parties. Any and all prior agreements, warranties, oral discussions, or representations made by either part are superseded by this Contract.
- If any provision or portion of this Contract shall be declared invalid by Court or Statute, such invalidity shall not affect any other provision of this Contract and all other provisions shall remain in full force and effect.
- Cellular Site Services, LLC shall not be responsible for any delay or failure to perform work, if such delay or failure results, whether directly or indirectly, from Customer's action or inaction, fire, explosion, strike, freight embargo, acts of God, or of the public enemy, war, civil disturbance, acts of any government, de jure or defacto, or any agency of official thereof, transportation contingencies, unusually severe weather, default of manufacturer or supplier, quarantine or restriction, epidemic or catastrophe, or other similar event beyond the control of Cellular Site Services, LLC.

Critical Mechanical Services support, Electrical Controls, Plumbing, New system installation, Stationary Engineering &  
Construction Services 24/7 Emergency Service Response

CHAPMAN SERVICES INC.  
 PO Box 28  
 SUNDERLAND, MD 20689 US  
 410-286-5583  
 csi@repairman.com  
 www.chapmanservicesinc.com

# Estimate



ADDRESS
PO Box 400 Chesapeake Beach, MD 20732

ESTIMATE #	DATE	EXPIRATION DATE
1541	05/24/2022	06/30/2022

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

**SALES REP**  
 R. Chapman

ACTIVITY	QTY	RATE	AMOUNT
<b>Custom HVAC Installation</b> DAIKIN 4 TON MULTI ZONE DUCTLESS HEAT PUMP SYSTEM WITH 3 WALL PANELS INCLUDES: REFRIGERANT, DRAIN, AND COM. LINES WALL MOUNTED CONDENSER BRACKET LINE HIDE ON EXPOSED LINE SETS ON EXTERIOR OF BUILDING  1) 5MXS48TVJU ----- 5 ZONE HEAT PUMP 2) FTXS12LVJU ----- 12K BTU WALL PANEL 1) FTXS18LVJU ----- 18K BTU WALL PANEL  SEER 20.2 / 10.5 EER / 11.1 HSPF / 3.9 COP  220 VOLT LINE TO CONDENSER IS NOT INCLUDED IN PRICE AND SHOULD BE PROVIDED BY LICENSED ELECTRICIAN	1	14,600.00	14,600.00
<b>Warranty:WARRANTY INFO</b> WARRANTY 1 YEAR LABOR 10 YEAR PARTS ON DAIKIN EQUIPMENT	1	0.00	0.00

Please review the estimate below. Feel free to contact us if you have any questions.

SUBTOTAL	14,600.00
TAX	0.00
<b>TOTAL</b>	<b>\$14,600.00</b>

We look forward to working with you.

Sincerely,  
 Chapman Services Inc.

Accepted By

Accepted Date

Thank you for your business!