

City Projects and Initiatives

| Project Name | Vendor | Description | Goals/Purpose | Approved By Council | Status | Est. Project Completion | Budget | Funded or Unfunded? |
|---|----------------------------|---|--|---------------------|--|--|---|---------------------|
| Current/Pending Projects | | | | | | | | |
| City Hall Renovation Project - Design and Construction Drawing Phase | Silling | Complete design and drawings for City Hall renovation. | Updated Infrastructure; Economic Competitiveness; Citizen accessibility; Staff efficiency; Energy efficiency and sustainability. | Yes - Design phase. | Draft layout completed. Architects visited on 8/26/2020 to meet with staff to set steps for next phase. Architect is taking comments from visit and revising draft layout. Once draft layout is approved, City can contract for complete design and construction drawings. Layout has been delayed slightly by architect which could push completion date out. | Construction drawings could be completed by Feb/March 2021. Building renovation could be completed by December 2021. | ~ \$6,000,000 | Partially Funded |
| E. Martin Street - Phase 1 Utility Relocation | Snyder Environmental | Replacement of water, sewer and stormwater in preparation for Train Station Corridor Project - Phase 2. | Updated Infrastructure; ADA Compliance; Economic and Community Development; Economic competitiveness | Yes | Project underway. Alpha inspecting project and processing pay apps and change orders. | 11/26/2020 | \$530,205.00 | Funded |
| E. Martin Street - Phase 2 Streetscape | TBD | New sidewalks, curb, brick, pavement, lighting. | Updated Infrastructure; ADA Compliance; Economic and Community Development; Economic competitiveness | Yes | Agreement approved with WV to allow City to administer construction and place project to bid. Council approved contract with Alpha on 9/10/2020 for construction administration. Bid scheduled to be published in October; Bids close in November. Contract can be let by end of November/beginning of December. | Bid Ad - 11/1/2020 Mandatory PreBid - 12/1/2020 Closing of Bid - 12/15/2020 Completion - 120 days from contract execution | Total = \$1,039,403 \$207,880 City Match | Funded |
| N. Queen Street - Phase 2 | TBD | Installation of new storm drains, inlets, manholes; new curbs; new sidewalks; new fence; extensive patching and repair of concrete retaining and pedestrian walls; wall caps to be replaced; access stairway to be replaced; handrail to be replaced. | Updated Infrastructure; ADA Compliance; Economic and Community Development; Economic competitiveness | Yes. | Drawings completed and submitted to CSX for second round of review. Waiting for final approval by CSX. | TBD; Dependent upon CSX final approval. | \$1,200,000 | Funded |
| W. King/S. Alabama Traffic Signal | Pritchard Signal and Light | New pedestrian pads and traffic signal installation. | Updated Infrastructure; ADA Compliance; Walkability; Traffic Safety. | Yes. | Council awarded contract to Pritchard Light and Signal on 9/10/2020. Contract executed by City and Contractor. Contractor has begun on underground work but pole is 26 weeks on backorder. Shop drawings submitted to City for review on 11/5/2020. | TBD. Pole on backorder. | \$183,500 | Funded |
| N. Queen Street - Phase 3 Streetscape TA Grant | N/A | Draft and submit T/A grant to WVDOH. Project would replace sidewalks, railings, curb and add street trees and a pocket park from Penn Avenue to Race Street on N. Queen Street. | Updated Infrastructure; ADA Compliance; Economic and Community Development; Economic competitiveness | Yes | Intent to apply submitted. State has declared project eligible. Application completed and submitted on 9/5/2020. Waiting on award notification by the State. Awarded \$100,000 by WVDOH for design/engineering. | TBD by notification by the State. | \$1,098,000 total. \$219,600 City Match. | Not Funded |
| Tuscarora Trail TA Grant for Design | N/A | Draft and submit T/A grant to WVDOH. Project would plan a 3.5 mile Tuscarora Trail from Route 9 bike trail to War Memorial Park. | Public amenities; open space; tourism; multi-modal transportation; public health. | Yes | Intent to apply submitted. State has declared project eligible. Application completed and submitted on 9/5/2020. State did not award grant. Policy decision for Council to fund with City money or apply next year. | TBD | \$62,500 total \$12,500 City Match | Not Funded |

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| E. Martin Street Parking Lot | TBD | Plan, design and re-construction of E. Martin Street Parking Lot. | Updated Infrastructure; Economic Competitiveness; Economic Development; Stormwater Management; Beautification; Sustainability. | No | Engineering Scope of Work being presented to Council on 11/12/2020. | TBD | \$ 300,000 (Estimated) | Not Funded |
| S. Georgia/S. Alabama Stormwater and Paving Project | TBD | Design, construction and repaving of stormwater and street infrastructure. | Infrastructure maintenance and modernization; stormwater management. | No | Engineering Scope of Work being presented to Council on 11/12/2020. | TBD | TBD | Not Funded |
| Stormwater Project - 600 S. Raleigh Street | TBD | Engineering, planning and reconstruction of 600 block of S. Raleigh Street. | Stormwater management; modernized infrastructure; sustainability. | No | Engineer working on task order for December council presentation. | TBD | TBD | Unfunded. |
| Market House Rehabilitation | TBD | Remodel and replacement of mechanicals, roof, elevator and interior renovations. | Updated Infrastructure; Economic Competitiveness; Economic Development; Stormwater Management; Beautification; Sustainability. | No | Internal discussions. | TBD | \$1,500,000 (estimated) | Not Funded |
| Public Works Administrative /Stormwater Office Building | TBD | Design, planning and construction of Public Works Administrative Addition | Updated infrastructure; future planning; constituency services. | No | Engineer working on task order for December council presentation. | TBD | \$120,000 for design budgeted; total estimate \$1,000,000 | Partially Funded (Design) |
| West Side Fire Department Substation | TBD | Design, planning and construction of new Fire Department substation on west side. | Public safety; economic competitiveness; future planning. | No | Internal discussions/staff review. | TBD | \$2.5 million (Estimated) | Not Funded |
| Water Tanks Repair and Repainting | TBD | Re-pair and re-painting of 4 water tanks throughout the City consistent with Ramboll Technical Report. | Infrastructure maintenance and modernization; water security. | No | Tanks need to be prioritized and placed for bid. Bid documents need to be prepared for advertisement. | TBD | Total \$1,750,000 (Estimated); Boyd Orchard -\$700,000; 2MG Concrete Tank - \$180,000; Stuckey Court \$360,000; Western \$345,000 | Not Funded |
| 2020 Street Paving Bids | Jefferson Asphalt | Paving of selected General Fund and CDBG streets. | Updated and maintained infrastructure; Economic competitiveness; Community and economic development; Public safety | Lowest Bid Approved on 8/25/2020; Contract and Change Order #1 approved by Council on 9/10/2020. | Contract and Change Order #1 executed by Contractor and City. Work to begin week of 9/13/2020. Pre-construction meeting was held on 9/9. Work is currently underway and is finalizing. | 11/15/20 but contract allows until 12/31. | General Fund - \$747,374.65; CDBG \$103,842. | Funded |

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| Engineering Request for Proposals | CEC | Engineering RFQ to select an on-call engineering firm for up 3 years. | Project efficiency to reduce project lead time; Ensure need projects are shovel ready; Community and economic development; Economic competitiveness; Infrastructure maintenance and modernization. | No | 5G Committee consisting of public works director, utility director, city planner, city engineer and stormwater coordinator has recommended that the City enter into contract negotiations with CEC. Contract being presented to Council on 11/12/2020. | 11/12/2020 | Task Order Dependent | Certain tasks funded. |
| Martinsburg PD | W. Harley Miller | Construction of new police station. | Public safety; economic competitiveness; downtown revitalization; future planning. | Yes | Marinsburg PD moved in on October 5. Contractor finalizing punch list items. Contractor must still repair parking lot between City Hall and PD and perform work on parking lot across from PD. Parking lot completed during week of November 3. | 12/1/2020 | \$13.5 million | Funded |
| Technology and Citizen Engagement Projects | | | | | | | | |
| Meeting and Agenda Management / Video Streaming | Granicus | Agenda preparation and video streaming software. | Citizen access and transparency; Staff efficiency. | Yes | Contract approved and signed. Kick off meeting held. Training has begun and final training scheduled for week of October 5. Partial implementation of software has occurred. Next step is to schedule Department Head meeting. | 11/15/2020 | \$4,500 one time fee; \$14,000 per year. | Funded |
| Council Room A/V Modernization Project | Innovative | Modernization of Council Chamber audio/visual system. Includes 4 televisions; 13 microphones, new sound receiver; ability to live stream on City GAC and connection to Granicus Live Streaming Decoder | Citizen access and transparency; Staff efficiency; Continuity of government. | Yes | Contract approved, signed and sent to vendor. 1/2 deposit sent to vendor. Installation began on 9/25/2020. Contractor scheduled to complete by 11/12/2020. | 11/12/2020 | \$28,000 one time fee; \$106 monthly for added computer service. | Funded |
| Video Conferencing Equipment | Lifesize /Innovative | Addition of video conferencing equipment in Council Chambers and Conference Room to enable professional and secured video conferencing in City Hall. Will allow for Council, boards and commissions to meet without being physically present, if necessary. | Staff efficiency; Continuity of government; Secured communications; Ability to conduct meetings without travel. | Yes | Contract approved, signed and sent to vendor. Payment sent to vendor. Equipment has arrived. Installation began on 9/25/2020. Installation complete and waiting for integration into Granicus. | 11/12/2020 | \$17,286 one time fee; \$4,700 per year. | Funded |

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| Pay by Phone/Mobile Device Parking | Pay-By-Phone | Implement pay by phone/mobile device parking throughout the City to allow citizens and visitors a variety of ways to pay for parking. | Citizen accessibility; Staff efficiency; Revenue enhancement; Economic and community development; Economic competitiveness. | No | Bid drafted and advertised. Bids were due August 28. Committee has recommended Pay-By-Phone to Council for consideration on October 8. Council approved. Contract signed and sent back. Pay-by-Phone has sent implementation package for City. | 12/31/2020 or by 1st quarter 2021. | No cost to City. | Funded |
| New City Website Platform (i.e. CivicPlus/Granicus; EvoGov) | N/A | Write and advertise RFP and select vendor to launch new City website platform. Select an all-in-one website solution designed for ease-of-use and built specifically for the needs of local government. Purpose is to engage citizens and empower them to complete civic processes without entering city hall. New website will also allow departments to update departmental websites and to tie in existing online City solutions. | Community engagement; transparency; economic development; continuity of government; economic competitiveness. | No | Internal discussions in preparation for developing a RFP. Next step is to present RFP proposal to Council for approval. | TBD | ~25000 | Unfunded. |
| Planning, Zoning, Permitting and Code Enforcement Software | MyGovernment Online | Implement new planning, zoning, permitting and code enforcement software to allow for online applications, online review and staff automatization of permits. | Staff efficiency; Citizen assessability; Citizen transparency; Economic and community development; Economic competitiveness. | Yes | Contract approved and signed by Council. Kick off meeting held on August 26, 2020. Gathering initial information to send to vendor to begin setup. Goal is to have all initial information provided in a month. | 4/1/2021 | \$0 upfront; \$900 a month once City begins utilization. | Funded |
| Public Works/ Utility Work Order and GPS System | MyGovernment Online | Implement new work order system and GPS module. Will allow Public Works and Utilities to assign tasks to employees, track labor hours and costs, monitor inventory and ensure garage and snow routes are efficient. Will allow citizens to request service online. | Staff efficiency; City assessability; Budget controls; Reduces liability. | No | Council approved on 9/10/2020. Contract sent to MyGovernmentOnline. Vendor has been provided list to Public Works and Utility vehicles to be equipped with GPS units. | 4/1/2021 | \$0 upfront; \$600 month per module; \$20 month per vehicle. | Funded. |
| Northstar Utility Upgrade | Harris | Upgrade of existing utility billing softwar and customer portal system to pay bills online. | Staff efficiency; City assessability; Budget controls; Citizen Access. | Yes | Implementation, testing, training phase. | 3/1/2020 | \$277,000.00 | Funded |
| Automated Parking Enforcement System | TBD | Implement automated parking enforcement system compatible with pay-by phone/mobile parking system. Automate citations, permit purchases, permit renewals, ticket payments and adjudication, citation appeals, delinquent notice mailings and collections. | Staff efficiency; Revenue enhancement. | No | Internal discussions. | TBD | \$8,670 upfront; \$7,656 per year. | Not Funded |
| Planning and Studies | | | | | | | | |

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| Zoning and Subdivision Rewrite | Baker | Re-write and adoption of new zoning and subdivision Ordinance | Economic Development; Economic Competitiveness; Public Health and Safety; Public Outreach; Sustainability; Strategic Planning. | No | Draft documents complete. Open House scheduled for October 15. Documents to be presented to Planning Commission and Council beginning in November. Planning Commission has set December 2, 2020 hearing at 6:00 p.m. | 4/1/2021 | \$160,000 | Funded |
| Stormwater Financing and Outreach - Phase 3 | GKY | Development of public education and outreach tools to further inform City constituents of the City's stormwater financing evaluation efforts. | Compliance with EPA Mandates; Environmental Protection; Public Outreach. | No | Third phase scope of work approved by Council on 9/10. Work underway. | 12/31/2020 | \$11,850 - grant funded. | Funded |
| CSX Rail Abandonment Trail Request | CSX | CSX has abandoned the rail line along S. Queen Street from Route 9 to the Train Station. Staff is currently in discussions to obtain the use of the ROW for a future trail. | Public amenities; open space; tourism; multi-modal transportation; public health. Connection to downtown. | No. On 10/8 agenda for affirmation | Initial contact made with CSX on 9/15/2020. CSX has responded by stating that it is conducting a title search to determine ownership of trail. Followed up on 11/5/2020. | TBD. | TBD. | Unfunded. |
| Gateway Corridor Planning Project | TBD | Study, plan and design of strategic gateway corridors within the City (N. Queen; S. Queen, Winchester Avenue; W. King Street) | Updated Infrastructure; Economic Competitiveness; Economic Development; Beautification; Sustainability. | No | Development of RFP; staff review. | TBD | Est. \$150,000 | Unfunded. |
| Foxcroft Avenue Pedestrian Study and Implementation | N/A | HEPMPO finalized a Pedestrian Road Safety Assessment in 2/2020. | Updated Infrastructure; | Yes | State of West Virginia has scheduled construction for FY 2023. | 2024 | \$1,314,000 (State Funds) | |
| Street Repaving Analysis and Multi-Year Replacement Program | 5G Engineer | Study and develop multi-year street repaving program based upon condition of street. Allows for identification of streets most needed to be repaired and allows for budgeting. | Updated and maintained infrastructure; Economic competitiveness; Community and economic development; Public safety; budget preparation. | No | Internal discussions and discussions with engineering firm. | TBD | TBD | Unfunded. |
| Multi-year replacement plan for water/sewer lines | TBD | Development of a multi-year phased plan to replace aging water and sewer lines. | Comply with DEP and EPA mandates; infrastructure modernization; economic development; economic competitiveness; sustainability; water preservation. | No | Internal discussions and discussions with engineering firm. | TBD | TBD | Unfunded. |
| Economic Development Initiatives | | | | | | | | |

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| Urban Renewal Authority | TBD | Development of RFP for Redevelopment Plan required by statute. | Economic Development; Economic Competitiveness; Public Health and Safety; Public Outreach; Sustainability; Strategic Planning. | No | Resolution to authorize to be presented on 11/12/2020 to develop RFP. If approved, next step is to draft RFP. | TBD | ~\$75,000 | Intent to Fund. |
| Building Commission | N/A | Creation of a Martinsburg Building Commission | Economic Development; Economic Competitiveness; Public Health and Safety; Public Outreach; Sustainability; Strategic Planning. | No | 1st and 2nd reading of ordinance to be presented 11/12/2020. | 1/30/2020 | N/A | N/A |
| Decorative Planters/Street Tree Upgrades | N/A | Hanging planters, street trees. | Economic Development; Beautification; Sense of Place; Public Health; Community Engagement; Environment; | No | Working on proposal for Council review. | TBD | ~\$50,000 - \$75000 | Intent to Fund. |
| PILOT Community Grant Programs | N/A | Creation of grant programs for commercial façade program; residential façade program; and block clean up program and discretionary economic development grant program. | Economic Development; Beautification; Sense of Place; Public Health; Community Engagement; Environment; Sustainability. | No | Working on proposal for Council review. | TBD | \$175,000.00 | Intent to Fund. |
| City-Wide Pilot Mural Project | N/A | Creation of mural program. | Economic Development; Beautification; Sense of Place; Public Health; Community Engagement; Environment; Sustainability. | No | Working on proposal for Council review. | TBD | \$143,000.00 | Intent to Fund. |