

SUGGESTED MOTIONS

- Agenda Item #2 – Warrant/Financial Reports Including Recommended Amendments to the Commission’s Current, FY 2018 Operating Budget

Moved by _____, to approve a series of staff recommended amendments to the Planning Commission’s current, Fiscal Year 2018 Operating Budget.

- Agenda Item #3 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Metropolitan Area Planning Council (MAPC), Acting on Behalf of the Western Region Homeland Security Advisory Council, in Order for the PVPC to Lead and Coordinate a Multi-RPA Project That’s Aimed at Assisting First Responders to Better Address Special Need Individuals During Incident Response Efforts

Moved by _____, to authorize the Executive Director to negotiate and execute a mutually acceptable, not to exceed \$25,000 contractual agreement with the MAPC, acting on behalf of the Western Region Homeland Security Advisory Council, in order for the PVPC to lead and coordinate a multi-RPA project that’s aimed at assisting first responders to better address special need individuals during incident response efforts.

- Agenda Item #4 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Three Year Lease Agreement With the H.L. Dempsey Company for a New Black and White Copier to Support the PVPC and its Day-to-Day Operations

Moved by _____, to authorize the Executive Director to negotiate and execute a mutually acceptable \$6,625.08 (\$2,208.36/year) three-year lease agreement with the H.L. Dempsey Company of West Springfield for a new black and white copier to support the PVPC and its day to day operations.

- Agenda Item #5 - Review and Approval of a Series of Recommended Changes to the PVPC Operations Manual Which Encompass Housekeeping Items, Revised Personnel Policies, Procurement Revisions and Modifications Required to Comply With OMB’s Uniform Administrative Requirements, Cost Principles and Audit Specifications for Federal Grant Awards

Moved by _____, to authorize the approval of a series of recommended changes to the PVPC Operations Manual which encompass housekeeping items, revised personnel policies, procurement revisions and modifications required in order for the PVPC to comply with OMB’s Uniform Administrative Requirements, Cost Principles and Audit Specifications for Federal Grant Awards.

- Agenda Item #6 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable, Post-Retirement Contractual Agreement With Current PVPC Staff Member, Larry Smith, for Consultant Services Required for the Completion of a Multi-Community Subdivision Regulations Project and Other Select Work Tasks Beginning on or About July 1, 2018

Moved by _____, to authorize the Executive Director to negotiate and execute a mutually acceptable \$75 per hour, one year, post-retirement contractual agreement with current PVPC staff member, Larry Smith, for consultant services required for the completion of a multi-community subdivision regulations project and other select PVPC work tasks beginning on or about July 1, 2018 and ending on or about June 30, 2019.

- Agenda Item #9 – Other Business

9a) Supplemental Title VI Agreement With the PVTa

Moved by _____, to authorize the Executive Director to enter into a stand alone contractual agreement with the Pioneer Valley Transit Authority (PVTa), not to exceed \$11,700, in order for the PVPC to conduct supplemental Title VI analytical and support services required by the PVTa over the May 24, 2018 through June 30, 2018 time period.

9b) Video Consultant Agreement for a Healthy Community Design Toolkit Project

Moved by _____, to authorize the Executive Director to negotiate and execute a mutually acceptable \$20,185 subcontract with the video firm, Todd Video of Greenfield, Massachusetts, to perform video services required by the PVPC for a Healthy Community Design Toolkit Case Studies Project which is being funded by the Massachusetts Department of Public Health.

TWB/las
cc: PVPC Staff