



CITY OF FAIRHOPE
CITY COUNCIL PACKET FOR PRESS
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**IT IS SUBMITTED TO THE CITY COUNCIL FOR
CONSIDERATION AND DISCUSSION.**

**THIS PACKET DOES NOT CONTAIN
FINAL AND/OR APPROVED
MINUTES, RESOLUTIONS OR ORDINANCES.**

**CITY OF FAIRHOPE
CITY COUNCIL WORK SESSION AGENDA**

MONDAY, 12 DECEMBER 2016 – 4:30 P.M. – DELCHAMPS ROOM

1. Discussion of the Fairhope Airport
2. Discussion of Application to ADECA for a Land Water Conservation Fund Program FY16 Grant – Stacy McKean and Sherry Sullivan
3. Budget – Mayor Wilson to Discuss 90-Day Budget
4. Discussion of Flooding Issues
5. Discussion of Professional IT Services and Professional Services for Utility Study
6. Committee Updates
7. Department Head Updates

Next Regular Meeting Thursday, December 22, 2016 Same Time and Place

**LAND AND WATER CONSERVATION FUND
PROGRAM
2016 Funding Cycle**

STATE ADMINISTERING AGENCY

**ALABAMA DEPARTMENT OF ECONOMIC AND
COMMUNITY AFFAIRS**

Jim Byard, Jr., Director
Post Office Box 5690
Montgomery, Alabama 36103-5690

Shabbir Olia, Division Chief
Community and Economic Development

Maureen Neighbors, Unit Chief
Community Services

**Crystal Davis, Recreation and Conservation
Programs Manager**
(334) 353-2630
crystal.davis@adeca.alabama.gov

**Tatum Smith, Recreation and Conservation
Programs Supervisor**
(334) 242-5382
tatum.smith@adeca.alabama.gov

“The Land and Water Conservation Fund (LWCF) State Assistance Program was established by the LWCF Act of 1965 to stimulate a nationwide action program to assist in preserving, developing, and assuring to all citizens of the United States of present and future generations such quality and quantity of outdoor recreation resources as may be available and are necessary and desirable for individual active participation. The program provides matching grants to States and through States to local units of government, for the acquisition and development of public outdoor recreation sites and facilities.”

PROGRAM INFORMATION

Amount Available (Estimated)	\$1,100,000.00
Grant Ceiling	\$150,000.00
Matching Percentage	50/50
Pre-Applications Accepted After	November 15, 2016
Pre-Application Deadline	January 6, 2017
Award Date	TBD
Selection Method	Competitive

ELIGIBLE APPLICANTS

All political subdivisions of the state are eligible to participate in the LWCF program. As such, municipalities, counties, state agencies, and state authorities created by the legislature may apply for LWCF assistance.

Public outdoor recreation areas and facilities for coordinated use by the general public and by public schools, including colleges and universities, are eligible for LWCF assistance provided such facilities are not part of the normal and usual program and responsibility of the educational institution. Stadiums, stadium-like seating, and portable bleachers are not eligible for LWCF assistance. Facilities needed to solely meet the physical education and athletic program requirements of a school may not receive LWCF assistance. This policy does not preclude exclusive school use of certain facilities such as athletic fields, tennis courts, and swimming pools, at certain times for instruction or competition provided the public outdoor recreation use remains primary, and there is adequate public access at other times. The grant application must include a schedule of the time the facility will be available to the public. Additionally, adequate signs must be installed at the site, prior to final payment on the project, indicating when the outdoor recreation facilities are available to the general public. Adequate documentation must be provided in the LWCF application that indicates awareness of agreement to the provisions of Section 6(f)(3) of the LWCF Act by the educational entity sponsoring the project.

ELIGIBLE ACTIVITIES

LWCF assistance can be used to acquire land and water interests for park purposes, develop new outdoor recreation facilities, and in certain instances, renovate existing recreation facilities. Virtually all public outdoor recreation activities are eligible for assistance under the program including playgrounds, ball fields, (including lights – concrete poles only), court sports, picnic areas, camping areas, tracks, trails, splash pads, zip lines, etc. In addition, support facilities such as concession stands, comfort stations, park access roads, parking areas, utilities, and site preparation necessary to make a recreation activity area usable may qualify for assistance.

Please note, applications for elaborate, tournament only, or professional sports facilities are not eligible.

OWNERSHIP AND CONTROL OF PROJECT LANDS

The project sponsor must possess sufficient title and adequate legal control of the property that is to be placed under Section 6(f)(3) protection. Facilities may be developed on land and water owned in fee simple by the project sponsor or where ownership of less-than-fee interests, such as easements, provides permanent control of the property commensurate with the proposed development.

No approval will be given for the development of facilities on leased land except for property either:

1. Leased from the Federal Government with no less than 25 years remaining on the lease and is not revocable at will; or
2. Leased from one public agency to another for 25 years or more, provided that safeguards are included to adequately ensure the perpetual use requirement contained in the LWCF Act. Such safeguards may include joint sponsorship of the proposed project or other agreement whereby assurances that it would assume compliance responsibility for the Section 6(f)(3) area in the event of default by the lessee or expiration of the lease, and these

assurances are explicitly reflected in the project agreement.

MATCHING SHARES

The LWCF program provides up to 50 percent of project costs, not to exceed \$150,000.00. The project sponsor must match these funds dollar for dollar with cash or in-kind match. If the project exceeds \$300,000.00, the project sponsor must pay the excess project costs. The LWCF grant funds are distributed on a cost reimbursable basis.

GRANT LIMIT

The maximum grant size is determined by the amount of the state's apportionment. The maximum grant amount this funding cycle is \$150,000.00. An applicant does not have to request the entire grant amount and ADECA may provide partial funding for projects, if necessary. A minimum grant amount of \$50,000.00 is required for recreation areas that are not currently protected by Section 6(f)(3) of the LWCF Act.

PROGRAM CRITERIA

The following program criteria apply to all applicants seeking LWCF assistance:

- Existing outdoor recreation facilities must be owned and managed by an eligible project sponsor; and the need for LWCF assistance documented in Alabama's Statewide Comprehensive Outdoor Recreation Plan (SCORP).
- The project sponsor must agree to manage and operate its LWCF assisted site for outdoor recreation purposes in **perpetuity**.
- The project sponsor must agree to comply with all other laws, rules, and regulations associated with the LWCF program.

FUNDING CRITERIA

The following examples represent the type of criteria that are used to assess the relative merits of applications submitted for LWCF assistance:

- Relative need for the proposed activity in the project area.
- Project feasibility.
- Recreation delivery system.
- Operation and maintenance of existing recreation facilities.
- Site location and accessibility.
- Amount of new acreage being added to the public outdoor recreation trust.
- Amount of local match over the minimum required.
- Degree to which citizen groups are involved in the development of the project.
- Degree to which project furthers the goals of the SCORP:
 - Explore Alabama's outdoor resources.
 - Provide quality of life opportunities.
 - Promote healthy lifestyles.
 - Develop active and passive recreational facilities.
 - Ensure accessibility of outdoor recreation facilities to all citizens.
 - Recognize and promote the economic impact of recreation in Alabama.
 - Promote connectivity of trails.
 - Support sustainable trails and trail maintenance.
 - Ensure distribution of information.
 - Conserve and promote trail resources.
 - Develop trail partnerships and collaboration.
 - Increase accessibility to trails.
 - Ensure protection and enjoyment of wetland areas.

If you are interested in obtaining more information about the LWCF Program, or require technical assistance in determining project scope or the application process, please contact Crystal Davis or Tatum Smith.

THRESHOLDS

An entity may not apply for both Recreational Trails Program (RTP) and LWCF assistance.

An entity may not apply if it has an open RTP or LWCF grant as of January 6, 2017.

An entity may not apply if it has unresolved compliance issues from a previous LWCF or RTP grant.

An entity may not apply if it did not respond in writing to a LWCF or RTP inspection report that contained deficiencies.

An entity may not apply if it has not completed a Plan of Correction for previous compliance issues.

Note: Any waivers to these thresholds must be requested in writing and approved by the ADECA Director prior to January 6, 2017.

Lisa Hanks

From: Stacy McKean <mckeans@bellsouth.net>
Sent: Wednesday, December 7, 2016 1:11 PM
To: Lisa Hanks
Cc: Sherry Sullivan
Subject: Item for Dec 12 Work Session Agenda
Attachments: 01 2016 LWCF Program Summary.docx

Lisa,

Can you please add to the Work Session Agenda the following item for discussion?

Pre-Application to ADECA for a Land and Water Conservation Fund Program FY16 Grant

I have attached a Summary of the LWCF Grant Opportunity for you to include in the package. Thank you so much!

Stacy McKean
Grant Management, LLC
P.O. Box 1512
Fairhope, AL 36532
phone: (251) 533-6930

**CITY OF FAIRHOPE
CITY COUNCIL AGENDA**

MONDAY, 12 DECEMBER 2016 - 6:00 P.M. - CITY COUNCIL CHAMBER

Invocation and Pledge of Allegiance

1. Approve Minutes of 28 November 2016 Regular City Council Meeting, minutes of 28 November 2016 Work Session, minutes of 28 November 2016 Agenda Meeting, and minutes of 6 December 2016 Special-Called City Council Meeting.
2. Report of the Mayor
3. Public Participation – Agenda Items
4. Council Comments
5. Resolution – That Mayor Karin Wilson is hereby authorized to execute a Contract for Professional Legal Services for Review of Pending Litigation for RFQ No. PS010-17, with Jones Walker, LLC with a cost not to exceed \$11,000.00.
6. Resolution – That Mayor Karin Wilson is hereby authorized to execute a Contract for Professional Engineering Services, for RFQ No. PS001-17 (Project No. PW001-17) for Fly Creek Marina Seawall Improvements 2017, with FMS Engineering Services, Inc. with a cost not to exceed \$5,200.00.
7. Resolution – To Award Bid for Crowd Control Barricades for the Public Works Department (Bid No. 003-17) to Friedrichs Custom Manufacturing, Inc. with a bid proposal of 186 units at \$91.00 each (not to exceed \$16,926.00 total).
8. Resolution – To Approve leasing four (4) Multi-function Network Devices (Copier/Scanner/Fax) for the City of Fairhope off the Alabama State Department of Purchasing bid list with a cost of \$14,204.68 per year (\$42,614.04 per 3-Year Contract Life).
9. Resolution – To Approve leasing one (1) Multi-function Network Devices (Copier/Scanner/Fax) for the City of Fairhope off the U. S. Communities Buying Group with a cost of \$2,721.72 per year (\$8,165.16 per 3-Year Contract Life).
10. Resolution – That Mayor Karin Wilson is hereby authorized to execute an Agreement concerning Tolling of the Statute of Limitations between the Utilities Board of the City of Daphne and the City of Fairhope regarding jointly owned gas lines.
11. Resolution – Authorizing the Submission of an FY2017 Transportation Alternatives Program Grant to the Alabama Department of Transportation to Construct New Sidewalk Facilities for Pedestrians between U. S. Highway 98 and Baldwin County Road 13 along both Manley Road and Baldwin County Road 44; and authorizing Mayor Karin Wilson to sign all required grant application documents on behalf of the City.

12. Resolution – That the City Council approves the selection of Jones Walker, LLP for Professional Legal Services for RFQ No. PS014-17, Professional Legal Services Restricted to those not covered under The City’s Commercial Liability Policy, and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule.
13. Resolution – That the City Council approves the selection of Elias Technologies, a/k/a Cyber Forensics 360, for Professional IT Services; and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule.
14. Resolution – That the City Council hereby authorizes Mayor Karin Wilson to negotiate a fee schedule and establish a not-to-exceed limit with Cowles Murphy Glover and Associates, LLC, for RFQ No. PS013-17 (Project No. SEW001-17), Professional Engineering Capacity Study for Gas, Water, and Sewer Utilities.
15. City Council Liaison for Pedestrian and Bicycle Committee
16. Public Participation
17. Adjourn

**City Council Work Session - 4:30 p.m.
on Monday, December 12, 2016 – Delchamps Room**

**City Council Agenda Meeting - 5:30 p.m.
on Monday, December 12, 2016 – Delchamps Room**

Next Regular Meeting - Thursday, December 22, 2016 - Same Time and Place

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in regular session at 6:00 p.m., Fairhope Municipal Complex Council Chamber, 161 North Section Street, Fairhope, Alabama 36532, on Monday, 28 November 2016.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, and Robert Brown, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Boone was absent.

There being a quorum present, Council President Burrell called the meeting to order at 6:10 p.m. The invocation was given by Gray Strickland, Pastor of the Way Community Church, and the Pledge of Allegiance was recited. Councilmember Robinson moved to approve minutes of the 14 November 2016, regular meeting; minutes of the 14 November 2016, work session; and minutes of the 14 November 2016, agenda meeting. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Mayor Wilson addressed the City Council and mentioned the two positions that were discussed during the Work Session. She stated these are for business retention; responsible growth; traffic and parking; and will be a new mechanism for growth.

Councilmember Robinson reminded everyone about the Annual Magical Christmas Parade with over 60 units in it. He thanked Sherry Sullivan, Paige Crawford, and the Christmas Committee for all of their hard work. He also mentioned Santa Saturdays scheduled for December 3rd and December 10th in downtown Fairhope.

Councilmember Conyers stated he attended his first Library Board meeting; and mentioned the Fairhope Public Library will soon celebrate its 10-year anniversary. He said the Library operates with a \$700,000.00 annual budget.

Councilmember Brown said he hoped everyone had a Blessed Thanksgiving. He said the Education Advisory Committee is looking at recommending to the City Council two new members.

Council President Burrell also mentioned the Christmas Parade; and reminded everyone to be safe when throwing hard candy.

28 November 2016

A Public Hearing was held as advertised on the request for a Lounge Liquor License by Daryl D. Wasp for Wasp Enterprise Incorporated, d/b/a The Lionz Den, located at 17236 Greeno Road, Suite B, Fairhope, Alabama. The public hearing was opened at 6:20 p.m. Daryl Wasp addressed the City Council and said this will be a place for developing and promoting new artist. He said this will open opportunities for artists in the area. No one present opposed the proposed Lounge Liquor License; the Public Hearing closed at 6:21 p.m. Councilmember Conyers moved to approve the issuance of the license. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope has voted to purchase (acquire) Microsoft Office 365 Business Premium and Microsoft Exchange Subscription Annual Licensing for the IT Department; and the type of licenses needed are on the National Cooperative Purchasing Alliance (NCPA) Buying Group Contract No. 01-65 and therefore does not have to be let out for bid. This has been nationally bid through the NCPA's bid process. The cost will be \$35,800.80. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 2622-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope has voted to purchase (acquire) Microsoft Office 365 Business Premium and Microsoft Exchange Subscription Annual Licensing for the IT Department; and the type of licenses needed are on the National Cooperative Purchasing Alliance (NCPA) Buying Group Contract No. 01-65 and therefore does not have to be let out for bid. This has been nationally bid through the NCPA's bid process. The cost will be \$35,800.80.

Adopted on this 28th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

28 November 2016

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to Reject all Bids for Shuttle Service for Downtown Fairhope Parking Garage for the City due to only one bid received (Bid No. 004-017). Council President Burrell explained the bid results and recommended these bids be rejected. Seconded by Councilmember Brown, motion passed unanimously by voice vote.

RESOLUTION NO. 2623-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for Shuttle Service for Downtown Fairhope Parking Garage for the City (Bid No. 004-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] After further consideration and only one bid received, the recommendation is to reject all bids for Bid No. 004-17.

Adopted on this 28th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope hereby terminates the one-year contract titled City Sketches Printing 2015, Bid No. 001-15, with Bay Graphics, Inc. d/b/a Nall Printing. The motion was seconded by Councilmember Conyers. Council President Burrell explained there was already a \$25,000.00 savings in the budget. Mayor Wilson said she wanted to completely cancel the contract and use money for other ways of communication. She wants to redo website and do branding. After further discussion, motion passed unanimously by voice vote.

28 November 2016

RESOLUTION NO. 2624-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That on March 5, 2015 the City of Fairhope did award Bay Graphics, Inc. d/b/a Nall Printing (Bid No. 001-15), a one-year contract titled City Sketches Printing 2015.

[2] That the City of Fairhope hereby terminates the one-year contract titled City Sketches Printing 2015, between the City of Fairhope and Bay Graphics, Inc. d/b/a Nall Printing, Inc. due to Clause No. 7.2 Termination for Convenience: Any contract/agreement/purchase order may be terminated for convenience by the City of Fairhope, in whole or in part, by written notification to the awarded vendor.

Adopted on this 28th day of November, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution to Authorize a One-Time Pay Increase for City Employees. The motion was seconded by Councilmember Robinson. Finance Director Jill Cabaniss explained the one-time pay increase that is usually approved around Christmas. She said the maximum for a part-time employee is \$100.00; and the maximum for full-time employees is \$240.00, but is based on the number of months employed during the year. After further discussion, motion passed unanimously by voice vote.

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28 November 2016

RESOLUTION NO. 2625-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, That each Full Time employee shall receive a One Time Pay Increase for the period 1 December 2015 through 30 November 2016; each qualifying employee shall receive \$20.00 per month of employment during said period. To qualify, an employee must be a Full-Time Employee during this period. An employee hired on or before the fifteenth (15th) day of a month will be given credit for the full month; an employee hired on or after the sixteenth (16th) day of a month will not be given credit for that month. In order to receive this One Time Pay Increase, an employee must be employed on the 30th of November; and

For the same time period, and hiring rule, each qualifying Part-time employee shall receive the following: First year - \$ 25.00; Second year - \$ 50.00; Third year - \$ 75.00; and Fourth year - \$100.00

The maximum amount for Part-time employees is \$100.00.

This One-Time Pay Increase will be awarded on Friday, 9 December 2016.

ADOPTED THIS 28TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Robinson introduced in writing, and moved for the adoption of the following resolution, a resolution that the City of Fairhope adopts and approves the Public Right-of-Way Accessibility Transition Plan - 2016. Seconded by Councilmember Conyers, motion passed unanimously by voice vote. Planning Director Jonathan Smith explained the need for the Transition Plan which was prepared in accordance with the Americans with Disabilities Act (“ADA”).

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28 November 2016

RESOLUTION NO. 2626-16

WHEREAS, the City of Fairhope has an expansive pedestrian system that links neighborhoods, recreational resources, government facilities, retail centers and business establishments; and

WHEREAS, Pedestrian Accessibility provides benefits not only for people with disabilities, but for the community at large; and

WHEREAS, the City of Fairhope desires to adopt the Public Right-of-Way Accessibility Transition Plan which was prepared in accordance with the Americans with Disabilities Act (ADA).

NOW BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City of Fairhope adopts and approves the Public Right-of-Way Accessibility Transition Plan - 2016.

DULY ADOPTED THIS 28TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

Council President Burrell explained the two positions and said the City Council could vote for both at one time or vote on each one separately. Personnel Board members Diane Thomas and Lorenzo Howard addressed the City Council and explained they needed to set the Grade and Pay Range acceptable and consistent with the approved Compensation Plan for the City. Councilmember Robinson questioned the job description and qualifications due to the Economic and Community Development Director's qualifications being higher than the Operations Director. He stated these should be at least the same. He also asked who decides where each person starts in the range. Ms. Thomas stated the spread seems to be wide and does not sound correct; and she said it will need to be checked. Mr. Howard said a Grade 32 or 33 should accommodate this position.

28 November 2016

Mayor Wilson commented regardless of what you do tonight; I will hire them on my Executive Team. Council President Burrell questioned the engineer certifications required for the Operations Director; and said the Bachelor's Degree (B.A.) should be changed to just a Bachelor's Degree.

Councilmember Brown introduced in writing, and moved for the adoption of the following resolution, a resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Operations Director Position; and the Job Description with Grade of Pay for same. The motion was seconded by Councilmember Conyers. Council President Burrell asked the Council did they want to add vehicle with position.

Councilmember Brown moved to amend his motion to add the use of a City Vehicle. The motion to amend was seconded by Councilmember Conyers. Council President Burrell questioned if they wanted to back into the Pay Grade in line with the other bracket spread on the Compensation Plan. Councilmember Brown replied he want to approve with the stated pay range on the Job Description.

Councilmember Brown moved for the adoption of a resolution, as amended, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Operations Director Position; the Job Description with stated pay range; and to authorize the use of a City Vehicle. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

RESOLUTION NO. 2627-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Operations Director Position; the Job Description with stated pay range; and to authorize the use of a City Vehicle.

ADOPTED THIS 28TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

28 November 2016

Councilmember Conyers introduced in writing, and moved for the adoption of the following resolution, a resolution that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Community and Economic Development Director Position; and the Job Description with the stated pay grade. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

RESOLUTION NO. 2628-16

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the Compensation and Job Classification Plan along with the Grade Order Sheet be amended and approved to Add the Community and Economic Development Director Position; and the Job Description with stated pay range.

ADOPTED THIS 28TH DAY OF NOVEMBER, 2016

Karin Wilson, Mayor

ATTEST:

Lisa A. Hanks, MMC
City Clerk

Councilmember Brown told Mayor Wilson that the City Council was going out on a limb by approving these two positions; and he did not like not getting these descriptions until noon today. Mayor Wilson replied those went out in the Council packets. City Clerk Lisa Hanks stated that the descriptions were in the City Council packets. Councilmember Brown commented about an e-mail where one Councilmember received the two job descriptions last week; and that all Councilmembers should have been sent those descriptions too. He also said that we all have been told you have a plan and a budget, but we have not seen these. Mayor Wilson said she is having an outside audit performed which will take three months to complete; and a 90-day budget is ready to present to the City Council.

Councilmember Robinson said we have excellent employees who work for the City and he hopes the ones hired will work with them. Council President Burrell commented he hopes these two people can do what you say they will do.

28 November 2016

Councilmember Robinson moved to reappoint Jo Hogan to the Tree Committee for a three-year term which will expire in November 2019. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

Council President Burrell stated we need a Pedestrian and Bicycle Committee liaison; and asked the City Council to consider being the liaison. He said if no one wanted to volunteer then we could table this item. Councilmember Robinson moved to table the appointment of the Council Liaison to this Committee. Seconded by Councilmember Conyers, motion passed unanimously by voice vote.

The following individuals spoke during Public Participation:

1. Sonya Bennett, 81 Magnolia, addressed the City Council and stated she want the Mayor and City Council to be unified. Ms. Bennett said she want unity in my City: the Mayor needs to work with Council; and the Council needs to work with Mayor.
2. Reverend Larry Williams addressed the City Council and said he seconds her motion.
3. Paul Ripp, 22985 High Ridge Road, addressed the City Council regarding the Ethics Letters requested via a Public Records Request: the letter sent to the Ethics Commission by the Fairhope Airport Authority and the letter sent back from the Ethics Commission. He stated a member of the Airport Authority (Ray Hix) should not have won the bid, Council President Burrell was picked to oversee the bid, and the Municipal Judge is partner with Ray Hix.

Council President Burrell stated that Mr. Boothe and I were simply tabulating the bid. He said we came up with a total and recommended the winner. Councilmember Brown said they agreed to lease the land for storage which included fuel flowage. He said the fuel flowage is expected to be much more than estimated; and explained this is not a bid for the lowest bidder, but which bidder agreed to pay the most money.

4. John Semmes, Corte Court, addressed the City Council and recommended having the City Attorney investigate these accusations.
5. Wendy Solomon, 123 Sandy Ford, addressed the City Council and stated she likes that the Work Session are videoed. She thanked the City Council for approving the two new positions; and said we need to take back the Airport.

Councilmember Robinson commented there were Boy Scouts in the audience tonight, but we outweighed them.

28 November 2016

Councilmember Conyers moved to adjourn the meeting. Seconded by Councilmember Robinson, motion passed unanimously by voice vote.

There being no further business to come before the City Council, the meeting was duly adjourned at 7:20 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)
 :
COUNTY OF BALDWIN)

The City Council met in a Work Session at 4:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 28 November 2016.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, and Robert Brown, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Boone was absent

Council President Burrell called the meeting to order at 4:35 p.m.

The following topics were discussed:

- The Economic Impact of the Fairhope Airport was the first item on the agenda. Council President Burrell addressed the allegations of misconduct regarding a Request for Proposals for the South Hangar Pad Ground Lease. He commented the Airport Authority received an opinion from the Alabama Ethics Commission which was unanimous there were no issues with the RFP.

Joe McEnerney, Chairman of the Airport Authority, presented a Power Point presentation regarding the Impact of the Fairhope Airport and long range plans for the Airport. (A copy of the Power Point Presentation is attached). He stated the Airport Authority promotes aviation and economic development at the Airport; and its main sell is aviation fuel.

Mayor Wilson stated this is an asset for Fairhope; and the land was purchased for \$8.75 million and then put debt in the Airport Authority's name. She mentioned an e-mail sent to the Airport Authority to take back the land for \$10.00.

Councilmember Conyers asked if we take back the Airport; what part would remain due to the FAA Grant. Councilmember Robinson questioned what would happen if we took back the land. Mayor Wilson said we would develop a plan; and we have to think about the citizens. Councilmember Brown asked what were the pros and cons for taking the land back.

Council President Burrell said there have been \$8.0 million in improvements; and mentioned more to come in the future. He said that funds will be included in the FAA grant to pay back some of the debt. We will have to refinance after taking back land, contract to terminate must be by the City Council, and this may hinder economic development.

Josh Myrick, Attorney for the Airport Authority, stated that the land purchased in 2007 encumbered by FAA funds becomes permanent with the Airport. Mayor Wilson said we are taking back an asset we are paying for right now. She also mentioned incentives to businesses will not be hindered.

Mayor Wilson said this in an unsecured debt; we should take back the land; and we are in a better position to go out and market it. She said we are making plans for economic development.

Lee Lawson, President of Baldwin County Economic Development Alliance, addressed the City Council and stated they would continue to help recruit and market the Airport and the City of Fairhope; and would work with whomever holds the title to the land. He mentioned a full-time manager was needed for the Fairhope Airport; and having the Fairhope Airport Authority keeps the politics out of all decisions. He said there is a need for space on the ground; not just dirt. He stated the competition has grown and the marketing plan in place is aerospace and aviation.

Council President Burrell said interest rates are beginning to rise, so we need to make a decision soon.

- Mayor Wilson explained the two job descriptions: (1) Operations Director and (2) Economic and Community Development Director. She said these two positions would be over both profit centers; and there is so much opportunity with these positions. She explained that a new Mayor usually brings his or her own team. Growth is our number one issue; and these jobs will have a plan with goals.

Councilmember Robinson questioned if the jobs will be posted. Human Resources Director Pandora Heathcoe explained the process and stated our policy is a minimum of three days for job postings. He also questioned the pay range of \$114,000 to \$183,000. Ms. Heathcoe explained she researched the range from other municipalities and came up with the Grade and salary range. Councilmember Robinson questioned have we been speaking about salary to these candidates.

Councilmember Brown stated the Operations Director is partly budgeted, but the Economic and Community Development Director is not budgeted. Council President Burrell questioned the Organizational Chart showing an assistant to the Economic and Community Development Director. Mayor Wilson stated this is just a position right now until the department grows. She said you are voting on savings; and there are retirees who will not be replaced. Council President Burrell said no positions pay this amount. Mayor Wilson replied no plan costs more than these two positions. She commented every lawsuit we have was caused from Planning. She said we will have charrettes in every neighborhood; and show benefits for coming into the City.

Councilmember Robinson stated he sees a lot easier to hire Operations Director; and we have an obligation to ask some of these questions. Mayor Wilson replied things are going to be better. Once again she stated, "I could have come in and said thank you for your service; and brought in my own team. Do you want me to do that?" Council President Burrell commented we need to vet each job position before going forward; and questioned if there are any other terms for these for these positions such as a vehicle.

- The discussion for a HUD Grant application was next on the agenda. Planning Director Jonathan Smith explained that this is an entitlement grant to help lower income families. He said we work with SARPC, but we had to withdraw the grant for last year. Mr. Smith said he met with Mayor Wilson and community leaders regarding the grant. We need to let SARPC go and do the grant ourselves. Mayor Wilson commented that SARPC was to do study and did not; and the contract has expired. She wants to hire David Perkes to perform study along with the Comprehensive Plan. Mayor Wilson commented that Sherry Lea would also be available to help. Mr. Smith said the entitlement grant can be used for drainage, infrastructure, parks, and sidewalks. The City Council took a straw vote and all were in favor of going forward with the grants as long as no strings were attached.

There being no further business to come before the City Council, the meeting was duly adjourned at 6:02 p.m.

Jack Burrell, Council President

Lisa A. Hanks, MMC
City Clerk

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council met in an Agenda Meeting at 5:30 p.m.,
Fairhope Municipal Complex Council Chamber,
161 North Section Street, Fairhope, Alabama 36532,
on Monday, 28 November 2016.

Present were Council President Jack Burrell, Councilmembers: Jay Robinson, Jimmy Conyers, and Robert Brown, Mayor Karin Wilson, City Attorney Marion E. Wynne, and City Clerk Lisa A. Hanks. Councilmember Boone was absent.

Due to the Work Session Agenda Items needing more time for an extensive discussion, the Agenda Meeting was not held.

Jack Burrell, Council President

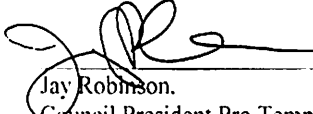
Lisa A. Hanks, MMC
City Clerk

6 December 2016

NOTICE AND CALL OF SPECIAL MEETING


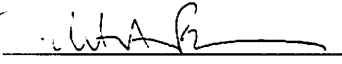
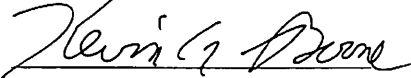
Notice is hereby given of a special meeting of the City Council of the City of Fairhope, Alabama, to be held at the Fairhope Public Library on Tuesday, 06 December 2016, at 1:00 p.m., for the purpose to:

- ❖ Executive Session regarding Code of Alabama Section 36-25A-7(a)(4): To Discuss IT Security Issues.

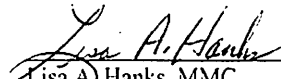

Jay Robinson,
Council President Pro Tempore

CONSENT TO HOLDING OF MEETING

The undersigned members of the City Council of the City of Fairhope, Alabama, do hereby acknowledge service of the Notice and Call of Special Meeting hereinabout set forth and do hereby consent to the holding of such meeting as such time in such place for the purpose set forth therein.

Attest:


Lisa A) Hanks, MMC
City Clerk

STATE OF ALABAMA)(
 :
COUNTY OF BALDWIN)(

The City Council, City of Fairhope, met in special session at 1:00 p.m., Fairhope Public Library Board Room, 501 Fairhope Avenue, Fairhope, Alabama 36532, on Tuesday, 6 December 2016.

Present were Council President Pro Tempore Jay Robinson, Councilmembers: Jimmy Conyers, Robert Brown, and Kevin Boone, Mayor Karen Wilson, City Attorney Marion E. Wynne and City Clerk Lisa A. Hanks. Also present were Marcus McDowell (attorney), Matt McDonald (attorney), and Chief Joseph Petties. Council President Jack Burrell was absent.

There being a quorum present, Council President Pro Tempore Robinson called the meeting to order and explained the reason for the Special-Called meeting.

At the request of the City Attorney, Marion E. Wynne, the City Council will rise from the meeting to go into Executive Session based on Code of Alabama Section 36-25A-7(a)(4) to discuss IT security issues. The approximate time to be in Executive Session is 30 minutes. Councilmember Conyers moved to go into Executive Session. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

The City Clerk, City Treasurer, and James Watkins (The Fairhope Times) left the Board Room at 1:02 p.m. Returned at 1:54 p.m.

Councilmember Conyers moved to authorize Mayor Karin Wilson to select an IT person/firm for Professional IT Services and bring criteria back to City Council for approval. Seconded by Councilmember Boone, motion passed unanimously by voice vote.

Mayor Wilson brought up hiring Matt McDonald and Jones Walker, LLP and for services not covered by Travelers Insurance; and said City Clerk Lisa Hanks has the greensheet. City Clerk Hanks explained the greensheet that was signed with not to exceed \$11,000.00 was for the firm to review pending litigation only. The City Council will have to approve the selection and authorize the Mayor to negotiate another fee schedule for those services. Council President Pro Tempore Robinson stated a fee schedule is needed for an attorney. Mr. McDonald stated this is outside Counsel for litigation. City Attorney Wynne explained the need for having an attorney for services not covered by our insurance; and that there are items that need to be addressed for pending litigation.

6 December 2016

There being no further business to come before the City Council, the meeting was duly adjourned at 2:01 p.m.

Jay Robinson,
Council President Pro Tempore

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a Contract for Professional Legal Services for Review of Pending Litigation for RFQ No. PS010-17, with Jones Walker, LLP, of Mobile, AL, with a cost not to exceed \$11,000.00.

DULY ADOPTED THIS 12TH DAY OF DECEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

Issuing Date 12/6/2016

Please return this Routing Sheet to Treasurer by 12/6/2016

Project Name: Contract for Professional Legal Services, limited to Review of Pending Litigation	RFQ No. PS010-17
--	-------------------------

Project Location: City Hall

Presented to City Council: 12/12/2016 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: Not to exceed \$11,000 - See hourly rate schedule attached

Providers: Jones Walker, LLP

Project Engineer: n/a

Order Date: _____ Lead Time: n/a

Department Funding This Project							
General XX	Gas	Electric	Water	Sewer	Gas Tax	Cap. Proj.	Impact

Division of General Fund Funding This Project					
Admin 10	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35

Expense Code <u>001-10-50280</u>	Revenue Code _____
----------------------------------	--------------------

Project will be: Expensed xx
 Capitalized _____

Project Financed By:
Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City

Project Budgeted: No

(Over) Under budget amount: _____

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____
Capital Lease: _____ Payment _____ Term _____

Funding: Operating Revenues

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer
Request received by City Treasurer	<u>12/6/2016</u>	Request approved by City Treasurer
Received by Finance Department	<u>12/10/16</u>	Request approved by Finance Director
Received by Mayor	<u>12/10/16</u>	Request approved by Mayor

Contact Person: Mayor Wilson



MEMO

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: November 15, 2016

Re: RFQ No. PS010-17, Professional Legal Services for Review of Pending Litigation

The City needs to hire a professional firm for RFQ No. PS010-17, Professional Legal Services for Review of Pending Litigation.

Per our Procedure for Procuring Professional Services, under Variants to Procedure, the Mayor exercised option #1, choosing Jones Walker, LLP, of Mobile AL.

At the last City Council meeting, the City Council selected the Joes Walker, LLP, and approved the Mayor to negotiate a fee schedule (see attached fee schedule).

Please place on the next available City Council Agenda this request to approve the Mayor to sign a contract with Jones Walker, LLP, of Mobile, Al. to perform professional legal services for RFQ No. PS010-17, Professional Legal Services for Review of Pending Litigation.

Cc: file

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, A.C.M.O.

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

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RSA BATTLE HOUSE TOWER
11 NORTH WATER STREET, SUITE 1200
MOBILE, ALABAMA 36602
251-432-1414
FAX 251-433-4106
www.joneswalker.com

Matthew C. McDonald
Direct Dial 251-433-4106
Direct Fax 251-433-7385
mmcdonald@joneswalker.com

November 23, 2016

Via email: karin.wilson@fairhopeal.gov

Honorable Karin Wilson
Mayor, City of Fairhope
161 N Section Street
Fairhope, AL 36532

Re: Review of City of Fairhope Pending Litigation

Dear Mayor Wilson:

This letter will confirm our understanding regarding this firm's representation of the City of Fairhope in connection with our performing a review of the City's pending litigation and making recommendations for the future handling of such litigation to the Mayor, City Council, and, to the extent appropriate, to the City's insurer.

As discussed, I will be the lawyer primarily responsible for your legal work although other firm personnel may assist me as needed. The scope of our representation is to review all pending litigation for the City of Fairhope and to make a recommendation concerning its future handling.

We understand there are six (6) pieces of litigation that will require our review and analysis. Such review and analysis will require, at a minimum: meetings with Hand Arendall attorneys; review of significant pleadings and orders in each case; review of the procedural status and discovery conducted to date; a meeting with the City Council in executive session; and discussions, as appropriate, with the City's insurer. We anticipate this will take approximately 30-40 hours of time with the total amount of legal fees not to exceed \$11,000.

It is our policy to provide the highest quality work at the lowest possible cost; therefore, work may be delegated to other lawyers and legal assistants in this office, where possible and appropriate, in order to control costs without affecting the quality of our work, and to take advantage of the varied experience and expertise of my colleagues. The rates to be charged are shown in the attached Fee Schedule. Disbursements made for ordinary and reasonable expenses or reimbursements will be billed in addition to the rates.

{MB248813.2}

JONES WALKER LLP

ALABAMA ARIZONA CALIFORNIA DISTRICT OF COLUMBIA FLORIDA GEORGIA LOUISIANA MISSISSIPPI NEW YORK OHIO TEXAS

City of Fairhope
Karin Wilson
Page 2
November 23, 2016

You will be billed monthly for services and disbursements incurred on your behalf. Bills are due and payable upon receipt. Prompt billing and payment of bills are important factors in controlling the cost of our services.

If any part of this letter is inconsistent with your understanding of our agreed arrangement, please inform me immediately. Otherwise, please sign and return the enclosed duplicate original of this letter.

On behalf of our firm, thank you for choosing us to assist you. We look forward to a successful and mutually productive relationship with you.

Very truly yours.


Matthew C. McDonald

Agreed:

City of Fairhope

Karin Wilson, Mayor

Fee Schedule

Matthew C. McDonald, Partner: \$290/hour

Kenneth A. Watson, Special Counsel: \$240/hour

Kirk Reid, Partner: \$ 240/hour

Edward Miller, Associate: \$190/hour

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute a Contract for Professional Engineering Services, for RFQ No. PS001-17 (Project No. PW001-17) for Fly Creek Marina Seawall Improvements 2017, with FMS Engineering Services, Inc. with a cost not to exceed \$5,200.00.

DULY ADOPTED THIS 12TH DAY OF DECEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope Project Funding Request

Issuing Date 11/30/2016 Please return this Routing Sheet to Treasurer by 11/30/2016

Project Name: Contract for Professional Engineering Services for PW001-17 Fly Creek Marina Seawall Improvements

Project Location: Fly Creek Marina

Presented to City Council: 12/1/216 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: Not to exceed \$5,200

Providers: FMS Engineering Services, Inc.

Project Engineer: FMS Engineering Services, Inc.

Order Date: _____ Lead Time: n/a

Department Funding This Project							
General	Gas	Electric	Water	Sewer	Gas Tax	Cap, Proj.	Impact
						XX	

Division of General Fund Funding This Project							
Admin 10	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35		
	San 40		Golf 50	Debt Service 85			

Expense Code 103-55867 Revenue Code _____

Project will be: Expensed xx Project Financed By: _____
 Capitalized _____ Grant: _____ Federal - not to exceed amount

Project Budgeted: Yes _____ State _____
 Provided for in 2017 proposed budget _____ City _____

(Over) Under budget amount: _____ Bond: _____ Title _____ Year _____
 Loan: _____ Title _____ Year _____
 Funding: Capital Project Funds Capital Lease: _____ Payment _____ Term _____

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer	<u>Deborah Smith</u>
Request received by City Treasurer	<u>11/30/2016</u>	Request approved by Finance Director	<u>[Signature]</u>
Received by Finance Department	<u>[Signature]</u>	Request approved by Mayor	<u>[Signature]</u>
Received by Mayor	<u>[Signature]</u>		

Contact Person: Jennifer Fidler



MEMO

To: Deborah Smith, Treasurer

From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: November 30, 2016

Re: RFQ No. PS001-17, Professional Engineering Services for Fly Creek Marina Seawall Improvements 2017

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

The City needs to hire a professional firm to provide Engineer of Record services for:

RFQ No. PS001-17, Professional Engineering Services for Fly Creek Marina Seawall Improvements 2017.

Project No. PW001-17, Fly Creek Marina Seawall Improvements 2017.

Per our Procedure for Procuring Professional Services, Jennifer Fidler, Public Works Director, and I, routed a short list through you, to the Mayor. With consideration of the recommendation of the Harbor Board, the Mayor chose FMS Engineering Services, Inc., of Mobile, AL.

On October 10, 2016, City Council passed Resolution No. 2587-16, approving FMS Engineering Services, Inc., and authorized the Mayor to negotiate a fee schedule. The not-to-exceed amount of \$5,200 was established (see attached).

Please move this procurement of professional services forward to the City Council to authorize the Mayor to execute a contract with FMS Engineering Services, Inc., for RFQ No. PS001-17, Professional Engineering Services for Fly Creek Marina Seawall Improvements 2017, with a not-to-exceed amount of \$5,200.

Cc: file

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Fairhope, Alabama 36533

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FMS

ENGINEERING, LLC

October 31, 2016

City of Fairhope Purchasing Dept.
Attn: Dan Ames, Purchasing Manager
P.O. Drawer 429
Fairhope, Alabama 36533

Subject: Proposal for Engineering Services
RFQ PS001-17 Fly Creek Marina Seawall Repair
FMS Proposal No. 16211

Mr. Ames:

FMS Engineering, LLC appreciates the opportunity to provide this proposal for structural engineering services.

Scope: The scope of services provided for this project includes structural details and certification for the removal and replacement of approximately 80 ft of existing timber bulkhead showing signs of distress, beginning at the north end of City property. The new bulkhead will consist of marine treated timber piles supporting a p.t. wood wall with galvanized tie backs. Further to the bulkhead replacement, it was determined in a 10/15 site meeting that additional cut will be made to square off the bulkhead beginning at the north end of City property which will increase some of the (14) slip lengths along the impacted region by as much as 3 ft.

Scope Exclusions: Reconstruction of the slips will include an upgrade of electrical service to 100 amps to support the new commercial marina power panels. It is our understanding that the electrical service will be handled by the City; therefore no electrical drawings will be included in the deliverables.

It is our understanding that the restoration and/or replacement of mooring piles and finger piers in the slips along the impacted area of bulkhead repair will be done on an as-needed basis and will require no engineering direction. As such, no drawings will be provided for the slips as part of this scope of work.

Additionally, a geotechnical report has been provided by GeoCon, Inc. which will be used to determine the final design. No further soils testing will be necessary to complete the scope as written herein.

Deliverables : Deliverables for this project will include design drawings of adequate detail to allow fabrication and installation of the new bulkhead. The drawings will be provided in electronic format unless specified otherwise.

Budget : The proposed budget is being submitted for approval on a time and materials not-to-exceed format. The requested budget for engineering services as described herein is \$ 5,200.

Considerable changes made to the scope or layout during the project duration may be subject to additional charges. Additional charges, including any required or desired inspection services, will be submitted for review and approval before additional work will begin. Engineering and design services provided outside the scope of work will be billed at the attached billing rates (see Attachment "Rate Schedule").

FMS Engineering, LLC appreciates the opportunity to provide this proposal. If you have any questions or require additional information, please do not hesitate to contact me.

Kindest Regards,



Cristin Faircloth, P.E.
Principal Engineer / LLC Member
FMS Engineering, LLC
2509 Commercial Park Dr.
Mobile, AL 36606

FMS

ENGINEERING, LLC

RATE SCHEDULE

Effective 1/1/2016

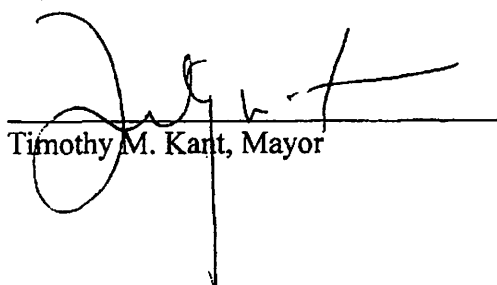
Principal Engineer	\$130
Professional Engineer	\$110
Staff Engineer	\$ 95
Senior Designer	\$ 85
Designer	\$ 75
CAD Drafter	\$ 65
Engineer Intern	\$ 85
Construction Inspector	\$ 75
Clerical	\$ 45

1. All rates include normal overhead, employee benefits, taxes, insurance, office facilities and profit.
2. Overtime rates of 1.5 times the hourly rate shall be used for all personnel for all hours over 10 hours in one day or 40 hours in one week. Hours worked on Saturday and Sunday will be billed at the overtime rate. Hours worked on holidays will be billed at 2.0 times the normal hourly rate.
3. Rates for personnel not listed will be furnished prior to performance of work
4. All travel, meals, and living expenses for client authorized travel will be billed at cost plus 10%.
5. Client authorized travel by automobile will be billed at \$0.54/mile.

RESOLUTION NO. 2587-16

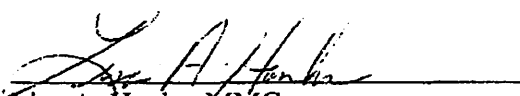
BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of FMS Engineering Services, Inc. for Professional Engineering Services for RFQ No. PS001-17 (Project No. PW001-17) for Fly Creek Marina Seawall Improvements 2017 and hereby authorizes Mayor Timothy M. Kant to negotiate the fee schedule.

DULY ADOPTED THIS 10TH DAY OF OCTOBER, 2016



Timothy M. Kant, Mayor

Attest:



Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope did request, receive, and open bids for Crowd Control Barricades for the Public Works Department (Bid Number 003-17) at 555 South Section Street in the City of Fairhope offices, Fairhope, Alabama.

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Please see attached Bid Tabulation for the
Crowd Control Barricades

[3] After evaluating the bid proposals with the required bid specifications, Friedrichs Custom Manufacturing, Inc., with the bid proposal of 186 units at \$91.00 each (\$16,926.00 total), is now awarded the bid for Crowd Control Barricades for the Public Works Department.

Adopted on this 12th day of December, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

City of Fairhope
 Project Funding Request

Issuing Date 11/29/2016

Please return this Routing Sheet to Treasurer by

11/29/2016

Project Name: 2017 Purchase of street barricades for parades

Project Location: Downtown

Presented to City Council: 12/12/2016 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$16,926.00 186 units @ \$91.00 ea

Providers: Friedrichs Custom Mfg Inc.

Project Engineer: n/a

Order Date: _____ Lead Time: 5 - 10 days ARO

Department Funding This Project							
General XX	Gas	Electric	Water	Sewer	Gas Tax	Cap, Proj.	Impact

Division of General Fund Funding This Project							
Admin 10	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35	XX	
San 40		Golf 50		Debt Service 85			

Expense Code 001-35-50470 Revenue Code _____

Project will be: Expensed xx Project Financed By: _____
 Capitalized _____ Grant: _____ Federal - not to exceed amount

Project Budgeted: \$50,000.00 Includes \$21,000 for 3 trailers _____ State
 Included in 2017 proposed budget _____ City

(Over) Under budget amount: \$12,074.00 Bond: _____ Title _____ Year _____

Loan: _____ Title _____ Year _____

Funding: General Fund Operating Funds Capital Lease: _____ Payment _____ Term _____

City Council prior approval	<u>n/a</u>	Request approved by City Treasurer	<u>Debra Smith</u>
Request received by City Treasurer	<u>11/29/2016</u>	Request approved by Finance Director	<u>Jill Cagle</u>
Received by Finance Department	<u>11/30/16</u>	Request approved by Mayor	<u>[Signature]</u>
Received by Mayor	<u>12/1/16</u>		

Contact Person: Jennifer Fidler



MEMO

To: Deborah Smith, Treasurer

From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: November 29, 2016

Re: Request City Council approval of procurement of barricades for the Public Works Department.

The Fairhope Public Works Department has requested the procurement of barricades for parades. Bid No. 003-17, Barricades 2017 was issued, and opened November 28, 2016. The total cost of the procurement is Sixteen Thousand Nine Hundred Twenty Six Dollars (\$16,926.00) (see attached tabulation). The recommended vendor is Friedrichs Custom Manufacturing, of New Orleans, LA.

Lead time: 5-10 days (ARO)

Please place on the next available City Council Agenda this request to award Bid No. 003-17, Barricades 2017, to is Friedrichs Custom Manufacturing, of New Orleans, LA., in the amount of \$16,926.00.

Cc, file

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CITY OF FAIRHOPE

Bid Tabulation

Bid No : 003-17

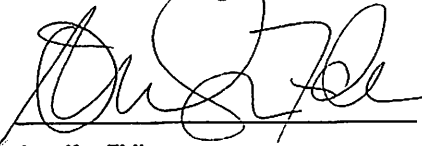
Bid Name: Barricades 2017

Bid OPENED: November 28, 2016 9:00 a.m.

VENDOR	Bid Response forms Executed / Signed / Notarized	Delivery Lead time ARO Days	Cost of each 8ft X 43 inch steel barricade (F2-B-FF or equivalent)	Total for 186	Price breaks ea (if any)	Price breaks ea (if any)	Price breaks ea (if any)	Price breaks ea (if any)	Make / Model
Highlands Products Group, LLC dba The Park Catalog	yes	5-7 days	\$70.25 **** (includes shipping)	\$13,067.00					The Park Catalog / 543-6000****
Friedrichs Custom Mfg., INC	yes	5-10 days	\$93.00 up to 100	\$16,926.00*	\$91.00* 101-200	\$90.00 201-300	\$89.00 301-400	\$88.00 400-500+	Friedrichs / F-2-BFF 8'7"
Epic Solutions Worldwide dba Epic Solutions	yes	5 days	\$93.00 (includes shipping)	\$ 17,298.00					Epic solutions QS-BARR-2.5-Flat
Varsity Brands Holding Company, Inc. dba BSN SPORTS, LLC	yes	10-15 days	\$112.28	\$20,884.08					BSN / 1273885
The Tamis Group	yes	60 days	\$152.25	\$28,318.50					Blockader / Classic 8F FHhook

Recommendation: Award bid to Friedrichs Custom Manufacturing, Inc. In the amount of \$16,926.00.

****The Park Catalog / 543-6000 did not meet specifications of the Bid.



11/28/16

Jennifer Fidler
Director of Public Works



11/28/16

Daniel P. Ames
Purchasing Manager

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope has voted to approve the three (3) year lease of four (4) Multi-function Network Devices (Copier/Scanner/Fax) for the City of Fairhope and the type of equipment needed is on the Alabama State Department of Purchasing bid list and therefore does not have to be let out for bid; and

[2] The following is the Alabama State Department of Purchasing contract information:

Alabama State Contract Number: T-190

Three (3) for City Hall, Public Utilities, and Purchasing; and

One (1) for Police Department

Cost is \$14,204.68 per Year or \$42,614.04 per 3-Year Contract Life

Adopted on this 12th day of December, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Karin Wilson
Mayor

Date: December 1, 2016

Re: Approving procuring over \$15,000 – lease four copiers off the State Contract

The IT Department requests renting four specific copier/fax/print/scan all-in-one machines (multi-function network devices) off the Alabama State Contract number T-190. The determination was made to request approval of replacing the units at the City Hall Bldg., City Services/Public Utilities Bldg., Purchasing Dept. Bldg., and Police Dept. Bldg. with machines with the same functionality as the existing units. The State contract holder is Sharp Electronics Corp, of Mahwah, NJ.

The cost of renting the units is estimated at:

\$14,204.68 per year.

\$42,614.04 per 3 years contract life

Please see attached quotations and summary spreadsheet.

Please place on the next available City Council Agenda this request to approve the three (3) year lease of four (4) multi-function units (copiers) off the Alabama State Contract number T-190.

Cc: file

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**THREE YEAR COPIER LEASE
COST ESTIMATE**

Estimate Date: 10-19-16

From Alabama Stste Contract T-190

EQUIPMENT RENTAL COST

Location	Cost / Month	Cost / Year	Cost / 3 Yr. Contract Term
City Hall	\$272.85	\$3,274.20	\$9,822.60
Police Dept.	\$232.19	\$2,786.28	\$8,358.84
City Services/Public Works Bldg.	\$272.85	\$3,274.20	\$9,822.60
Purchasing Dept.	\$250.00	\$3,000.00	\$9,000.00
Total Equipment Rental Cost	\$1,027.89	\$12,334.68	\$37,004.04

MAINTENANCE COST

Location	Copies /Year	Cost / Year	Cost / 3 Yr. Contract Term
City Hall \$.0041 per copy	150,000	\$615.00	\$1,845.00
Police Dept. \$.0400 per copy (color copier)	100,000	\$640.00	\$1,920.00
City Ser./ PW Bldg. \$.0041 per copy	100,000	\$410.00	\$1,230.00
Purchasing Dept. \$.0041 per copy	50,000	\$205.00	\$615.00
Total Maintenance Cost		\$1,870.00	\$5,610.00

TOTAL ESTIMATED COST OF LEASING DESIGNATED COPIERS

\$14,204.68

\$42,614.04

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:

[1] That the City of Fairhope has voted to approve the three (3) year lease of one (1) Multi-function Network Device (Wide Format Color Copier) for the City of Fairhope and the type of equipment needed through the U.S. Communities buying group and therefore does not have to be let out for bid; and

[2] The following is the cost of renting the unit in a 36 month FMV Lease through U.S. Communities is estimated at:

One (1) Multi-function Network Device (Wide Format Color Copier) for IT Department

Cost is \$2,721.72 per Year or \$8,165.16 per 3-year Contract Life

Adopted on this 12th day of December, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

LW

City of Fairhope Project Funding Request

Issuing Date 12/1/2016

Please return this Routing Sheet to Treasurer by

12/2/2016

Project Name: Contract for 3-year rental lease of 1 ea. wide-format color Ricoh copier

Project Location: Planning Dept.

Presented to City Council: 12/12/2016 Approved _____ Changed _____ Rejected _____

Project Cash Requirement Submitted for Approval: Cost: \$8,165.16 for 3 years; \$2,721.72 / year

Providers: Ricoh / CPC Office Technologies
US Communities Buying Group

Project Engineer: n/a

Order Date: _____ Lead Time: n/a

Department Funding This Project							
General XX	Gas	Electric	Water	Sewer	Gas Tax	Cap. Proj.	Impact

Division of General Fund Funding This Project							
Admin 10__XX__	Police 15	Fire 20	Rec 25	Adult Rec 30	Street 35	San 40	Golf 50

Expense Code 001-10-50340 Revenue Code _____

Project will be: Expensed xx
 Capitalized _____

Project Financed By:
Grant: _____ Federal - not to exceed amount
 _____ State
 _____ City

Project Budgeted: Yes
 Provided for in 2017 proposed budget

(Over) Under budget amount: _____

Bond: _____ Title _____ Year _____
Loan: _____ Title _____ Year _____
Capital Lease: _____ Payment _____ Term _____

Funding: Operating Revenues

City Council prior approval	<u>n/a</u>	
Request received by City Treasurer	<u>12/1/2016</u>	Request approved by City Treasurer <i>Debrae Smith</i>
Received by Finance Department	<u>12/2/16</u>	Request approved by Finance Director <i>[Signature]</i>
Received by Mayor	<u>12/5/16</u>	Request approved by Mayor <i>[Signature]</i>

Contact Person: Jeff Montgomery



MEMO

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: 12 / 1 / 2016

Re: Approving procuring over \$15,000 – lease Wide Format Color Copier through the U.S. Communities buying group

The IT Department requests leasing one (1) wide format, color copier/print/scan all-in-one machine (multi-function network device) through the U.S. Communities buying group.

The cost of renting the unit in a 36 month FMV Lease through U.S. Communities is estimated at:

\$226.81 per month \$2,721.72 per year. \$8,165.16 per 3 years

The cost of renting the unit in a 36 month FMV Lease (MSRP retail) is estimated at:

\$480.54 per month \$5,766.48 per year \$17,299.44 per 3 years

Please see attached quotations.

Please place on the next available City Council Agenda this request to approve the three (3) year lease of one (1) multi-function unit (wide format color copier) through the U.S. Communities buying group.

Cc: file

Timothy M. Kant, ACMO
Mayor

Council Members

Kevin G. Boone

Diana J. Brewer

Jack Burrell, CMO

Michael A. Ford, ACMO

Richard A. Mueller, Sr.

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

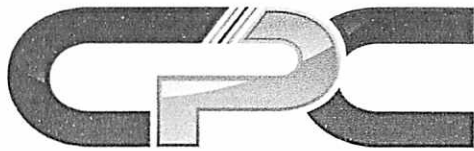
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CITY OF FAIRHOPE

DIGITAL COLOR MFP PROPOSAL



OFFICETECHNOLOGIES
BUSINESS SOLUTIONS EXPERTS SINCE 1972

September 28, 2016

RICOH MP CW2201SP COLOR WIDE FORMAT

- * Copy, Print, Scan
- * 10.1" Smart Operation Panel
- * SD Card & USB Port
- * Data Security Kit
- * Scan to Email/Folder/FTP/HDD
- * OCR Unit For Searchable PDF Files
- * 3.8 PPM Black "D" Size
- * 2.1 PPM Color "D" Size
- * One 36 Roll
- * 320 GB HDD
- * 4GB RAM
- * 600 DPI Resolution
- * Fast, Friendly Local Service

36 Month FMV Lease Agreement: \$226.81

U. S. COMMUNITIES

Warranty:

There will be a one year parts warranty on the equipment. All replacement consumables needed to operate the equipment are not included.



OFFICETECHNOLOGIES
BUSINESS SOLUTIONS EXPERTS SINCE 1972

LANE HODGES

Branch Manager

lhodges@cpctek.com

251-970-2679

CITY OF FAIRHOPE

DIGITAL COLOR MFP PROPOSAL



October 20, 2016

RICOH MP CW2201SP COLOR WIDE FORMAT

- * Copy, Print, Scan
- * 10.1" Smart Operation Panel
- * SD Card & USB Port
- * Data Security Kit
- * Scan to Email/Folder/FTP/HDD
- * OCR Unit For Searchable PDF Files
- * 3.8 PPM Black "D" Size
- * 2.1 PPM Color "D" Size
- * One 36 Roll
- * 320 GB HDD
- * 4GB RAM
- * 600 DPI Resolution
- * Fast, Friendly Local Service

36 Month FMV Lease Agreement: \$480.54 (MSRP)

Warranty:

There will be a one year parts warranty on the equipment. All replacement consumables needed to operate the equipment are not included.



LANE HODGES
Branch Manager
lhodges@cpctek.com
251-970-2679

Dan Ames

From: Lane Hodges <lhodges@cpctek.com>
Sent: Tuesday, October 25, 2016 3:04 PM
To: Dan Ames
Subject: Here is the USC #

The League | Home | Ricoh Contract | U.S. Co × +

← → ↻ | uscommunities.org/suppliers/ricoh/ricoh-contract



About News & E



U.S. COMMUNITIES™
GOVERNMENT PURCHASING ALLIANCE

PRODUCTS & SOLUTIONS

Ricoh Contract

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Multifunction Devices/Managed Print Ser

Lead Agency:

Fairfax County, Virginia

Contract Number:

4400003732

3 year, 5 month initial term, 2/11/2013 to 6/30/2016

Option to renew for (3) additional (1) year periods

The contract is renewed for three (3) years, effective June 30, 2019

Postings

No. of suppliers who responded to RFP: 3

REGISTER
- or Sign In -

Solutions

BY SUPPLIER ([show all ->](#))

BY CATEGORY

- Facilities
- Office & School
- Specialty
- Technology

Main Menu

JUMP TO:

[Solicitations](#)

Windows logo | Ask me anything



RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that Mayor Karin Wilson is hereby authorized to execute an Agreement concerning Tolling of the Statute of Limitations between the Utilities Board of the City of Daphne and the City of Fairhope regarding jointly owned gas lines.

Adopted on this 12th day of December, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

AGREEMENT CONCERNING TOLLING OF THE STATUTE OF LIMITATIONS

In order to permit the City of Fairhope ("Fairhope") to investigate the merits of any claim the Utilities Board of the City of Daphne ("Daphne Utilities") may have against Fairhope and in order to permit Daphne Utilities to investigate the merits of any claim it has against Fairhope, related to jointly owned gas lines, and further, so as to allow Fairhope and Daphne Utilities to pursue settlement efforts with one another, without the need for litigation against Fairhope, it is agreed as follows:

1. In consideration of the Daphne Utilities' and Fairhope's efforts to investigate and participate in efforts to obtain resolution without the need for litigation against Fairhope, Fairhope hereby agrees to toll the various statutes of limitations for the filing of a lawsuit by Daphne Utilities against Fairhope related to the two jointly owned gas lines ("Tolling"). All applicable statutes of limitations will be tolled as to Fairhope from November 1, 2016, (the "Effective Date") forward until ninety (90) days (or more, if extended by mutual agreement pursuant to paragraph 2 herein) plus an additional fourteen (14) days to file suit (as described in paragraph 3 herein) (the "Tolling Period") for any claims that have not already expired before November 1, 2016. The period of time that the statutes are so tolled shall be added to the time for bringing an action for Daphne Utilities' Claims pursuant to any United States law, or state law (statutory or case law), including any applicable state or federal Code(s) of Civil Procedures or Statute of Limitations or Civil Practices & Remedies Code(s) that are applicable or may be applicable to Daphne Utilities' Claims.

2. If Daphne Utilities and Fairhope mutually agree in a signed writing, the ninety (90) days in paragraph 1 may be extended at any time. Any such extensions shall be included in the Tolling Period.

3. Upon the expiration of the ninety (90) days described in paragraph 1 (or longer, if extended under paragraph 2), Daphne Utilities shall have an additional fourteen (14) business days of tolling of the statutes of limitations in order to file a lawsuit.

4. This Agreement is limited to the claim or claims Daphne Utilities has against Fairhope, which are in any way related to gas lines jointly owned by Daphne Utilities and Fairhope, and which have not already expired before November 1, 2016.

5. Nothing in this Agreement or in the circumstances that give rise to this Agreement shall be construed as an acknowledgment by any party that any claim had or had not been barred or was about to be barred as of the date of this Agreement.

6. Fairhope does not, by execution of this Agreement or otherwise, admit that it has committed any offense or any act giving rise to liability to Daphne Utilities by Fairhope. This Agreement and all discussions and negotiations related thereto shall not be admissible in any litigation concerning any claims by Daphne Utilities against Fairhope except as relevant to any dispute concerning the running or tolling of any statute of limitation, statute of repose, or laches, or similar affirmative defense periods.

7. This Agreement contains the entire agreement between the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, discussions, negotiations and representations relating thereto. This Agreement and the Tolling Period may be modified only in writing signed by the parties hereto.

8. Any notice required or permitted to be given under the terms of this Agreement shall be in writing and shall be delivered via U.S. mail to the attention of Jerome E. Speegle and Caine O'Rear in writing to the offices of their respective firms as identified below:

For Daphne Utilities

Jerome E. Speegle, Esq.
Speegle, Hoffman, Holman & Holifield, LLC
P.O. Box 11
Mobile, AL 36601

For Fairhope

Marion E. Wynne, Jr.
Wilkins, Bankester, Biles & Wynne, P.A.
P.O. Box 1367
Fairhope, Mobile, AL 36533

Signed and executed on the _____ day of _____, 2016, but effective as for November 1, 2016.

The Utilities Board of the City of Daphne

The City of Fairhope

By: Danny Lyndall
Its: General Manager

By: Karin Wilson
Its: Mayor

RESOLUTION NO. _____

**AUTHORIZING THE SUBMISSION OF AN
FY 2017 TRANSPORTATION ALTERNATIVES PROGRAM GRANT
TO THE ALABAMA DEPARTMENT OF TRANSPORTATION
TO CONSTRUCT NEW SIDEWALK FACILITIES FOR PEDESTRIANS**

WHEREAS, the Alabama Department of Transportation (ALDOT) is accepting applications from municipal governments for FY 2017 Transportation Alternatives Program (TAP) Grants; and

WHEREAS, the City of Fairhope has identified the need to provide new sidewalk facilities designated for use by pedestrians between US Highway 98 and Baldwin County Road 13 along both Manley Road and Baldwin County Road 44 in Fairhope; and

WHEREAS, the total project cost is estimated at \$383,267, and if funded, the grant will pay 80% or \$306,614 and the City of Fairhope will be responsible for providing 20% or \$76,653; and

WHEREAS, if funded, the City will be responsible for paying 100% of engineering design fees; and

WHEREAS, if funded, the City will see this project through to completion and will be responsible for providing long-term maintenance of the new facilities;

THEREFORE, BE IT RESOLVED BY THE City of Fairhope, IN REGULAR SESSION ASSEMBLED, that by this Resolution the City of Fairhope authorizes submission of a TAP Grant to ALDOT requesting funds to construct new pedestrian facilities.

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor to sign all required grant application documents on behalf of the City.

DULY ADOPTED THIS 12TH DAY OF DECEMBER, 2016

Karin Wilson, Mayor

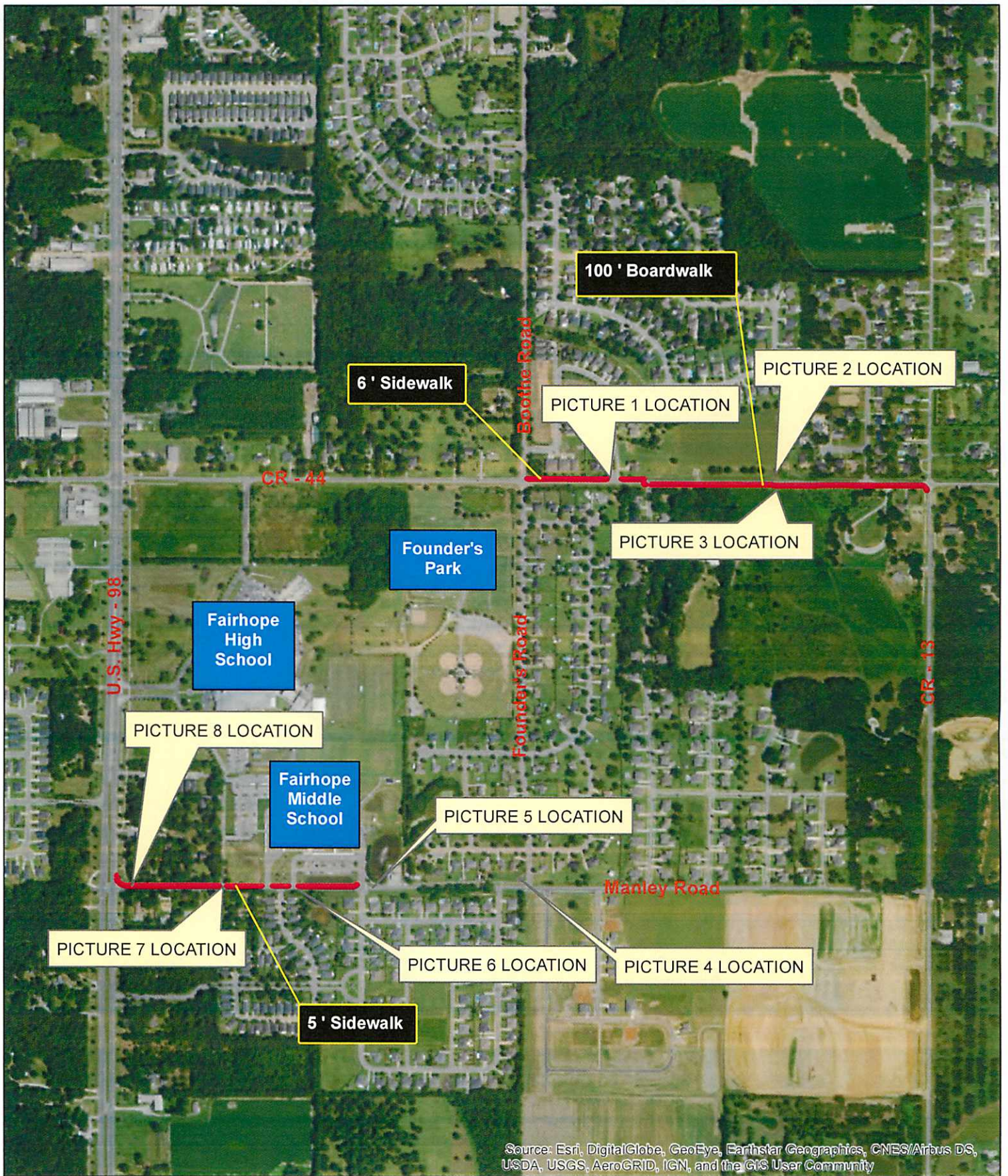
Attest:

Lisa A. Hanks, MMC
City Clerk



PRELIMINARY ESTIMATE, FAIRHOPE SIDEWALKS - CR 44 FROM FOUNDERS DR TO CR 13 AND MANLY RD FROM CR 13 TO HWY 98 - CITY OF FAIRHOPE, ALABAMA

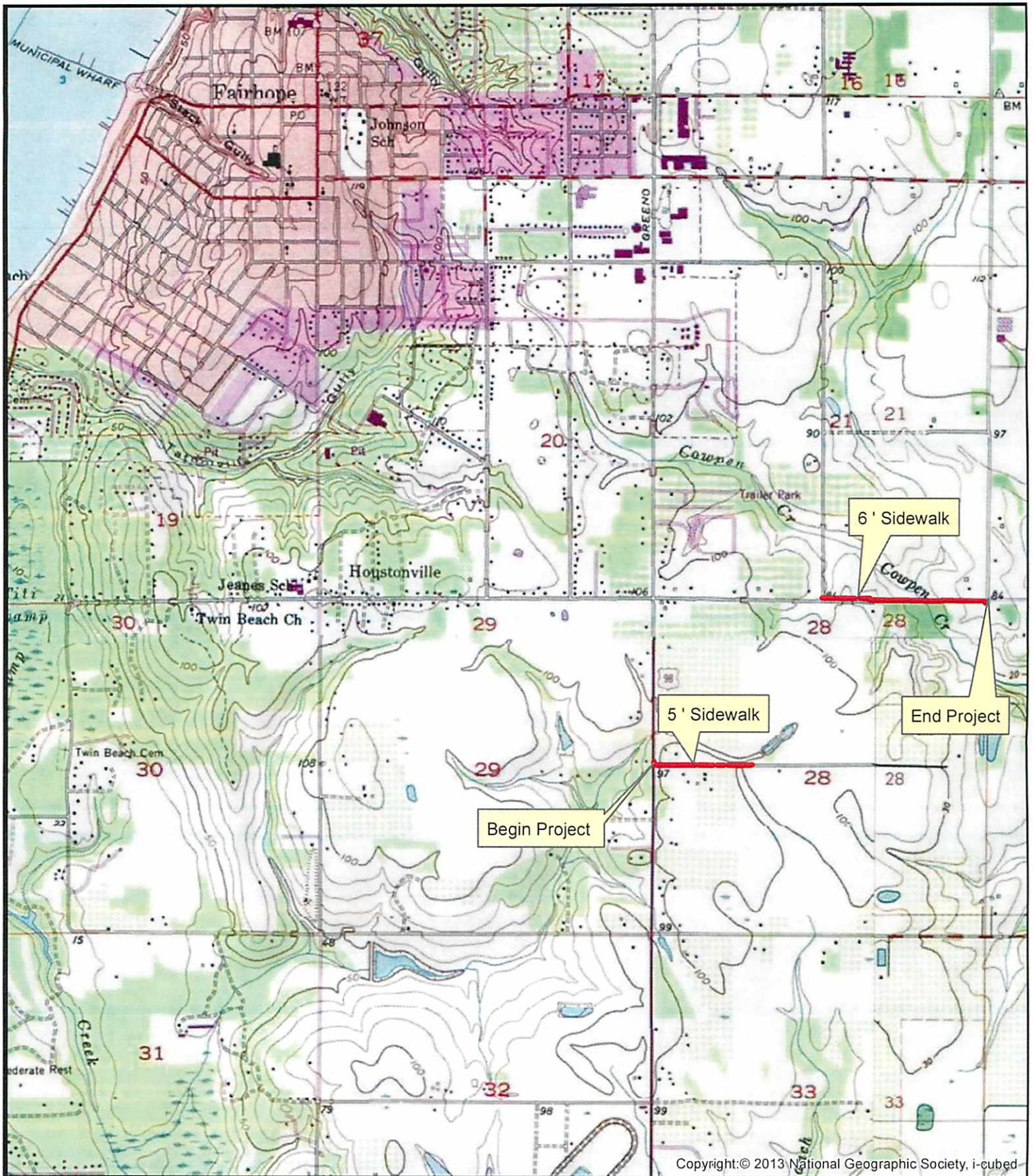
Group	Item	Unit	Item Description	Quantity	Unit Price	Extended Pnce	Group Supplemental Number
1	201C000	LS	Clearing	1	\$10,000.00	\$10,000.00	CR 44 & Manly Rd Sidewalk
1	206D003	LF	Removing Curb and Gutter	21	\$11.99	\$252.00	CR 44 & Manly Rd Sidewalk
1	210A000	CUYD	Unclassified Excavation	1341	\$24.97	\$33,485.00	CR 44 & Manly Rd Sidewalk
1	214A000	CUYD	Structure Excavation	12	\$60.50	\$726.00	CR 44 & Manly Rd Sidewalk
1	214B000	CUYD	Foundation Backfill, Local	9	\$122.76	\$1,105.00	CR 44 & Manly Rd Sidewalk
1	517D000	LF	Sidewalk Handrail	200	\$35.64	\$7,128.00	CR 44 & Manly Rd Sidewalk
1	529A021	SQFT	Retaining Wall No. 1	320	\$55.00	\$17,600.00	CR 44 & Manly Rd Sidewalk
1	530A002	LF	24" Roadway Pipe (Class 3 R.C.)	104	\$61.25	\$6,370.00	CR 44 & Manly Rd Sidewalk
1	567A000	LF	Boardwalk (Including all timber, hardware, anchors, and paint)	100	\$275.00	\$27,500.00	CR 44 & Manly Rd Sidewalk
1	600A000	LS	Mobilization	1	\$23,875.00	\$23,875.00	CR 44 & Manly Rd Sidewalk
1	610D003	SQYD	Filter Blanket, Geotextile	359	\$4.62	\$1,659.00	CR 44 & Manly Rd Sidewalk
1	614A000	CUYD	Slope Paving	6	\$1,077.89	\$6,468.00	CR 44 & Manly Rd Sidewalk
1	618A000	SQYD	Concrete Sidewalk, 4" Thick	2405	\$44.33	\$106,614.00	CR 44 & Manly Rd Sidewalk
1	618A001	SQYD	Concrete Sidewalk, 6" Thick	50	\$71.50	\$3,575.00	CR 44 & Manly Rd Sidewalk
1	619A003	EACH	24" Roadway Pipe End Treatment, Class 1	4	\$1,502.05	\$6,009.00	CR 44 & Manly Rd Sidewalk
1	620A000	CUYD	Minor Structure Concrete	4	\$1,122.00	\$4,488.00	CR 44 & Manly Rd Sidewalk
1	650A000	CUYD	Topsoil	345	\$21.53	\$7,427.00	CR 44 & Manly Rd Sidewalk
1	654A003	SQYD	Solid Sodding-Centipede	2653	\$4.73	\$12,549.00	CR 44 & Manly Rd Sidewalk
1	665E000	SQYD	Polyethylene	180	\$2.75	\$495.00	CR 44 & Manly Rd Sidewalk
1	665F000	EACH	Hay Bales	21	\$11.22	\$236.00	CR 44 & Manly Rd Sidewalk
1	665J002	LF	Silt Fence	5415	\$4.73	\$25,613.00	CR 44 & Manly Rd Sidewalk
1	665O001	LF	Silt Fence Removal	5415	\$1.10	\$5,957.00	CR 44 & Manly Rd Sidewalk
1	665P005	EACH	Inlet Protection, Stage 3 Or 4	4	\$528.00	\$2,112.00	CR 44 & Manly Rd Sidewalk
1	665Q002	LF	Wattle	943	\$11.55	\$10,892.00	CR 44 & Manly Rd Sidewalk
1	680A001	LS	Geometric Controls	1	\$11,851.00	\$11,851.00	CR 44 & Manly Rd Sidewalk
1	703A002	SQFT	Traffic Control Markings, Class 2, Type A	724	\$7.26	\$5,257.00	CR 44 & Manly Rd Sidewalk
1	740B000	SQFT	Construction Signs	251	\$8.47	\$2,126.00	CR 44 & Manly Rd Sidewalk
1	740E000	EACH	Cones (36 Inches High)	42	\$13.20	\$555.00	CR 44 & Manly Rd Sidewalk
1	740M001	EACH	Ballast For Cone	42	\$6.60	\$278.00	CR 44 & Manly Rd Sidewalk

PROJECT COST	\$	342,202.00
CE&I (12% OF PROJECT COST)	\$	41,065.00
TOTAL PROJECT COST	\$	383,267.00
		X 80%
FEDERAL SHARE	\$	306,614.00
*20% LOCAL SHARE	\$	76,653.00
*LESS SURVEY, ENGINEERING, AND PERMITTING		



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

<p>Legend</p> <p> Sidewalk</p> <p>1 inch = 800 feet</p>	<p align="center">City of Fairhope Multi-use Path Photograph Location Map Fairhope, Baldwin County, AL</p> <p align="center">0 400 800 1,600 2,400 3,200 4,000 Feet</p>	
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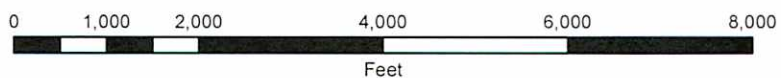
Copyright © 2013 National Geographic Society, i-cubed

Legend

 Sidewalk

1 inch = 2,000 feet

City of Fairhope Multi-use Path USGS 7.5 Minute Series Topographic Map Fairhope, Baldwin County, AL





PICTURE 1 – CR 44 LOOKING EAST AT THE ENTRANCE TO FAIRFIELD PLACE



PICTURE 2 – CR 44 LOOKING WEST APPROX. 1300' EAST OF FOUNDERS DR



PICTURE 3 – CR 44 LOOKING EAST APPROX. 1300' EAST OF FOUNDERS DR



PICTURE 4 – MANLY RD LOOKING WEST TOWARDS HWY 98 APPROACHING THE INTERSECTION OF PEMBERTON LOOP



PICTURE 5 – MANLY RD LOOKING WEST TOWARDS HWY 98 APPROACHING THE FIRST DRIVEWAY TO FAIRHOPE MIDDLE SCHOOL



PICTURE 6 - MANLY RD LOOKING WEST TOWARDS HWY 98 AT THE SECOND DRIVEWAY TO FAIRHOPE MIDDLE SCHOOL



PICTURE 7 – MANLY RD LOOKING WEST JUST WEST OF THE INTERSECTION AT PIRATE DR



PICTURE 8 – MANLY RD FACING WEST APPROACHING THE INTERSECTION AT HWY 98

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Jones Walker, LLP, of Mobile, AL to perform professional legal services for RFQ No. PS014-17, Professional Legal Services Restricted to those not covered under The City's Commercial Liability Policy, and hereby authorizes Mayor Karin Wilson to negotiate a fee schedule.

DULY ADOPTED THIS 12TH DAY OF DECEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



DEC 8 '16 AM 10:24

FAM

MEMO

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager

Date: December 7, 2016

Re: RFQ No. PS014-17, Professional Legal Services Restricted To Those Not Covered Under The City's Commercial Liability Policy

The City needs to hire a professional firm for RFQ No. PS014-17, Professional Legal Services Restricted To Those Not Covered Under The City's Commercial Liability Policy. Such services will not include Human Resources Legal Services.

Per our Procedure for Procuring Professional Services, under Variants to Procedure, the Mayor exercised option #1, choosing Jones Walker, LLP, of Mobile AL.

Please place on the next available City Council Agenda this request to select Jones Walker, LLP, of Mobile, AL. to perform professional legal services for RFQ No. PS014-17, Professional Legal Services Restricted To Those Not Covered Under The City's Commercial Liability Policy, and authorize the Mayor to negotiate a fee schedule.

Cc: file

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Deborah A. Smith, CPA
City Treasurer

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

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RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council approves the selection of Elias Technologies, a/k/a Cyber Forensics 360, for Professional IT Services; and hereby authorizes Mayor Karin Wilson to negotiate the fee schedule.

DULY ADOPTED THIS 12TH DAY OF NOVEMBER, 2016

Timothy M. Kant, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk

RESOLUTION NO. _____

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, that the City Council hereby authorizes Mayor Karin Wilson to negotiate a fee schedule, and establish a not-to-exceed limit with Cowles Murphy Glover and Associates, LLP of Mobile, AL, for RFQ No. PS013-17 (Project No. SEW001-17), Professional Engineering Capacity Study for Gas, Water and Sewer Utilities.

DULY ADOPTED THIS 12TH DAY OF DECEMBER, 2016

Karin Wilson, Mayor

Attest:

Lisa A. Hanks, MMC
City Clerk



MEMO

DEC 8 '16 AM 10:24

ZMA

To: Deborah Smith, Treasurer
From: *Daniel P. Ames*
Daniel P. Ames, Purchasing Manager
Date: December 7, 2016

Karin Wilson
Mayor

Council Members

Kevin G. Boone

Robert A. Brown

Jack Burrell, ACOMO

Jimmy Conyers

Jay Robinson

Lisa A. Hanks, MMS
City Clerk

Deborah A. Smith,
City Treasurer

Re: RFQ No. PS013-17, Professional Engineering Capacity Study for Gas, Water and Sewer Utilities

The City needs to hire a professional firm to provide Engineer of Record services for:

RFQ No. PS013-17, Professional Engineering Capacity Study for Gas, Water and Sewer Utilities

Project No. SEW001-17, Capacity Study for Gas, Water and Sewer Utilities

Per our Procedure for Procuring Professional Services, at the request of the Mayor, I routed a short list through you, to the Mayor. The Mayor chose Cowles Murphy Glover and Associates, LLP, of Mobile, AL.

Please move this procurement of professional services forward to the City Council to authorize the Mayor to negotiate a fee schedule, and establish a not-to-exceed limit with Cowles Murphy Glover and Associates, LLP, of Mobile, AL., for RFQ No. PS013-17, Professional Engineering Capacity Study for Gas, Water and Sewer Utilities.

Cc: file

161 North Section Street

P.O. Drawer 429

Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax

www.fairhopeal.gov

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